



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

REGULAR MEETING
4 P.M. – THURSDAY – MARCH 16, 2023
BUILDING 1100 CONFERENCE ROOM – SAN ELIJO CAMPUS
3333 MANCHESTER – CARDIFF, CA

AGENDA

- I. CALL TO ORDER
- II. FLAG SALUTE / ROLL CALL
- III. APPROVE MEETING MINUTES
 - A. Special Meeting/Closed Session of February 23, 2023
 - B. Workshop of February 23, 2023
 - C. Regular Meeting of February 23, 2023
- IV. PUBLIC COMMENT ON ITEMS ON AND NOT ON THE AGENDA

ITEMS ON THE AGENDA: Members of the audience may address the Board of Trustees on any item listed on the agenda when that agenda item comes up for discussion and/or action. Comments will be limited to three (3) minutes per agenda item and a total of fifteen (15) minutes of public comment on any one item, unless waived by the board. Non-English speakers utilizing a translator will have six (6) minutes to directly address the board. Consent items are considered routine and customary district business, and are voted on in one vote; however, a board member or a member of the audience may request that an item listed on the consent items be removed and considered individually.

ITEMS NOT ON THE AGENDA: Members of the audience may address the Board of Trustees on any topic not on the agenda so long as the topic is within the jurisdiction of the district. Under the Brown Act, the board is not permitted to engage in public discussion or take any action on an agenda item not on the agenda, except that members of the board may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Government Code §54954.3. In addition, on their own initiative, or in response to questions posed by the public, a member of the board may ask a question for clarification. A member of the board or the board itself may provide a reference to staff (superintendent/president) or other resources for factual information, request staff (superintendent/president) to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff (superintendent/president) to place a matter of business on a future agenda. Comments from visitors shall not exceed three (3) minutes unless the board waives the time limit. Non-English speakers utilizing a translator will have six (6) minutes to directly address the board. The board may also limit the total amount of time for speakers on a particular topic to fifteen (15) minutes.

DECORUM: Board Policy 2355 requires members of the public to observe order and decorum at board meetings and to conduct themselves in a courteous manner, avoiding profanity, obscenity, other abusive language, and threats of violence. The board president, as presiding officer, has the authority to run the meeting, which includes the authority to issue warnings, call for recesses, or clearing the boardroom in the event of disruptive behavior. Speakers shall speak to the issues and refrain from using defamatory or abusive personal remarks that disturb or impede the meeting or exceed the bounds of civility necessary to the conduct of the business of the district. Government Code section 54954.3(c) establishes that the legislative body of a local agency shall not prohibit public criticism of the policies, procedures, programs, or services of the agency, or of the acts or omissions of the legislative body, and California Penal Code section 403 makes it a misdemeanor for any person to willfully disturb or break up any assembly or meeting with lawful authority.

- V. CHANGES IN AGENDA ORDER
- VI. PRESENTATIONS
 - A. Mental Health Trends and Resources

VII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions
- B. Adopt Annual Resolutions Authorizing Designated Agents
- C. Approve Curriculum Approvals for 2023/24 Catalog, Part III
- D. Approve Instructional Material Fees List 2023/24
- E. Notice of Completion – Bid #MM-22-003 SAN Miscellaneous Enhancements Project
- F. Notice of Completion – Bid #MM-20-017 CLC Bldg 100 & 200 Renovation Project
- G. Approve Increase to United States Postal Services Purchase
- H. Ratify and Approve Contracts and Purchase Orders

VIII. ACTION ITEMS

- A. Public Hearing: 4 p.m. – Consider Approval of Energy Service Contract with Johnson Controls, Inc.
- B. Adopt Resolution 11-22/23: Authorizing Energy Conservation Services Agreement (Government Code §4217.12) and Approval of Energy Conservation Services Agreements with Johnson Controls, Inc.
- C. Approve Submission of 2023 California Community Colleges Trustee Board Election Ballot
- D. Ratify MiraCosta Community College District Classified Employee Manual
- E. Adopt Resolution No. 9-22/23 to Provisionally Withdraw Membership in the San Diego County Risk Management Worker's Compensation Joint Powers Authority Prior to March 31, 2023
- F. Adopt Resolution No. 10-22/23 to Provisionally Withdraw Membership in the San Diego County Property and Liability Joint Powers Authority Prior to March 31, 2023

IX. PERIODIC REVIEW – BOARD POLICIES (Action Required)

- A. Board Policy 2105 – Election of Student Trustee

X. COLLEGE-RELATED REPORTS

- A. Trustees Activities
- B. Students
- C. Classified Employees
- D. Faculty
- E. Vice Presidents
 - 1. Instructional Services
 - 2. Student Services
 - 3. Administrative Services
 - 4. Human Resources
- F. Office of the President
- G. Superintendent/President

XI. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

XII. ADJOURNMENT

UPCOMING MEETING

**4 p.m. – April 20, 2023
Regular Meeting**

In compliance with Government Code §54957.5, nonexempt writings that are distributed to a majority or all of the MiraCosta Community College District Board of Trustees in advance of their meetings may be viewed at the Office of the Superintendent/President, One Barnard Drive, Oceanside, California, or by clicking on the Board of Trustee's website at <http://www.miracosta.edu/OfficeOfThePresident/BoardofTrustees/Agendas.htm>. Such writings will also be available at the board meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Julie Bollerud, executive assistant to the superintendent/president, at 760.795.6610 or by email at jbollerud@miracosta.edu.



**MIRACOSTA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
One Barnard Drive, Oceanside, CA**

MINUTES OF SPECIAL MEETING/CLOSED SESSION

**FEBRUARY 23, 2023
(DRAFT)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in closed session on Thursday, January 26, 2023, in Conference Room 1054 on the Oceanside Campus. Vice President Frank Merchat called the meeting to order at 2 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar	George McNeil
Raye Clendening	Frank Merchat
William Fischer	Jackie Simon

Board members absent: Anna Pedroza

Administrators present:

Superintendent/President Sunny Cooke
Assistant Superintendent/Vice President Charlie Ng

Others present:

Legal Counsel Lisa Jensen
Legal Counsel Mike Pacino
Legal Counsel Bert Rodriguez
Legal Counsel Randy Winet

III. PUBLIC COMMENT ON ITEMS ON AND NOT ON THE AGENDA

None.

IV. DECLARE NEED FOR CLOSED SESSION

At 2:23 p.m., the board announced the need to enter closed session to discuss the following topics:

A. Conference with Labor Negotiators

(Pursuant to Government Code Section 54957.6)

Agency designated representatives: Superintendent/President Sunita V. Cooke,
Assistant Superintendent/Vice President, Human Resources Charlie Ng

Employee organizations: All Groups

B. Conference with Legal Counsel

(Pursuant to Government Code section 54956.9(d)(2))

Anticipated Litigation, Number of Potential Cases: 1

- JPA 21-05582

C. Conference with Legal Counsel

(Pursuant to Government Code section 54956.9(d)(1))

Existing Litigation, Number of Potential Cases: 1

- John Martin, et al. v. Board of Governors of the California Community Colleges, et al., Case No. 34-2022-00328402-CU-OE-GDS

V. RECONVENE IN OPEN SESSION – REPORT ACTION FROM CLOSED SESSION

At 2:53 p.m., the board returned to open session to report the following:

A. Conference with Labor Negotiators

(Pursuant to Government Code Section 54957.6)

Agency designated representatives: Superintendent/President Sunita V. Cooke, Assistant Superintendent/Vice President, Human Resources Charlie Ng

Employee organizations: All Groups

No report.

B. Conference with Legal Counsel

(Pursuant to Government Code section 54956.9(d)(2))

Anticipated Litigation, Number of Potential Cases: 1

- JPA 21-05582

No report.

C. Conference with Legal Counsel

(Pursuant to Government Code section 54956.9(d)(1))

Existing Litigation, Number of Potential Cases: 1

- John Martin, et al. v. Board of Governors of the California Community Colleges, et al., Case No. 34-2022-00328402-CU-OE-GDS

No report.

VI. ADJOURNMENT

The meeting adjourned at 2:53 p.m.

MINUTES APPROVAL:

Frank Merchat
President

Sunita V. Cooke, Ph.D.
Superintendent/President



**MIRACOSTA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

WORKSHOP MINUTES
One Barnard Drive, Oceanside, CA

MINUTES OF REGULAR MEETING / WORKSHOP

FEBRUARY 23, 2023
(DRAFT)

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in a special meeting/workshop on Thursday, February 23, 2023, in Conference Room 1054 on the Oceanside Campus. President Merchat called the meeting to order at 3 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar	George McNeil
Raye Clendening	Frank Merchat
William Fischer	Jackie Simon

Board members absent: Anna Pedroza

Administrators present:

Superintendent/President Sunny Cooke
Assistant Superintendent/Vice President Tim Flood
Assistant Superintendent/Vice President Charlie Ng
Assistant Superintendent/Vice President Denée Pescarmona
Assistant Superintendent/Vice President Alketa Wojcik

III. PUBLIC COMMENT ON ITEMS ON AND NOT ON THE AGENDA

None.

IV. CHANGES IN AGENDA ORDER

None.

V. WORKSHOP

A. BioScience Hub Update

Dean Mike Fino, Executive Director Terri Quenzer, and Director Keau Wong provided an overview of the work of the Bioscience Workforce Development Hub, with a focus on how the Hub is supporting MiraCosta students as well as students throughout California.

The statewide and regional director sector funding associated with the Strong Workforce Program ended in 2021. The CCCC provided seed funding for the Hub to pursue extramural funding for on-going sustainability. MiraCosta had hosted two regional directors and took opportunity to host the Hub. Five grant applications were sent out in spring 2022,

and all five were successful due to strong relationships and the incredible partnerships MiraCosta has created.

The biotechnology background and needs were reviewed, and it was noted that California is the birthplace of and has the largest biotechnology employment base in the nation. Current Bioscience programs in California include 33 active programs for certificates or AS degrees, and three that offer BS degree programs. The first apprenticeship program in Biotech is with InnovATEBIO, currently located in Austin, Texas, and they noted they would like to move their national center to MiraCosta in the future.

The road to success from high school through college were reviewed, which includes the five pillars of Guided Pathways and equity work, along with the five grants that were awarded and pending and future grants that are being considered for the program.

Initiatives and outcomes were reviewed, which include work-based learning expansion, new and innovative sector apprenticeships, faculty support and professional development, to name a few.

Mike Fino concluded with how proud he is about the progress of the program and how we are “growing our own” as graduates are coming back to help current students. He added how excited he is to hear from former students wanting to further their education to graduate degrees, and he is currently trying to establish funding for students to pursue this goal.

VI. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

VII. ADJOURNMENT

The board workshop adjourned at 3:55 p.m.

MINUTES APPROVAL:

Frank Merchat
President

Sunita V. Cooke, Ph.D.
Superintendent/President



**MIRACOSTA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
One Barnard Drive, Oceanside, CA**

MINUTES OF REGULAR MEETING

**FEBRUARY 23, 2023
(DRAFT)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, February 23, 2023, in-person in the Boardroom, Room T-200, at the Oceanside Campus. President Frank Merchat called the meeting to order at 4:03 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar	Frank Merchat
Raye Clendening	Anna Pedroza
William Fischer	Jackie Simon
George McNeil	Inayah Abdulmateen (Student Trustee)

Administrators present:

Superintendent/President Sunny Cooke
Assistant Superintendent/Vice President Tim Flood
Assistant Superintendent/Vice President Charlie Ng
Assistant Superintendent/Vice President Denée Pescarmona
Assistant Superintendent/Vice President Alketa Wojcik
Chief IDEA Officer Wendy Stewart

III. APPROVE MEETING MINUTES

A. Special Meeting/Closed Session of January 26, 2023

B. Regular Business Meeting of January 26, 2023

By motion of Trustee McNeil, seconded by Trustee Clendening, the board approved The minutes of the special meeting/closed session and the regular business meeting of January 26, 2023.

Vote:	5/0/2
Aye:	Cassar, Clendening, McNeil, Merchat, Simon
Abstentions:	None
Absent:	Fischer, Pedroza

Trustee Fischer arrived at 4:07 p.m.

IV. PUBLIC COMMENT ON ITEMS ON AND NOT ON THE AGENDA

None.

V. CHANGES IN AGENDA ORDER

None.

VI. PRESENTATIONS

A. Sabbatical Report from Faculty – Karl Cleveland

Media Arts and Technologies Department Professor Karl Cleveland reviewed his fall 2021 sabbatical leave, during which he studied advanced JavaScript, creative coding and algorithmic art, as well as traditional printmaking. He provided examples of the work, software, and applications created. He participated in San Diego Design Week event, which gave the local design community good exposure to MiraCosta's design program.

Cleveland expressed his enthusiasm for the new Media Arts Complex, which has a groundbreaking event next week.

B. Sabbatical Report from Faculty – Sean Davis

Sociology Department Professor Sean Davis presented his sabbatical leave (spring 2022), during which he developed an Open Educational Resource multimedia textbook for his SOC 130 Introduction to Gender Studies course.

Davis provided examples of the multi-media open educational resource, modules, podcasts that he created to use within Canvas, as well as the textbook that he authored. This zero cost textbook course will result in a cost savings for students, will benefit the college and department with the ability to share, and provide a stronger course offering for the community.

VII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions**
- B. Approve Academic Personnel Advancement**
- C. Approve Reorganization of First Year Forward Program**
- D. Approve Reorganization of Campus Assessment, Resources, and Education (CARE) – Student Services**
- E. Approve Reorganization of Admissions and Records**
- F. Curriculum Approval for 2023/24 Catalog, Part II**
- G. Approve EKC Enterprises, Inc. Equipment Purchase**
- H. Approve Purchase of Wireless Site Surveys**
- I. Approve 2022/23 COVID-19 Emergency Conditions Allowance Mid-Year Update**
- J. Approve Agreement with Health Services Academy, Inc. dba PhlebotomyU**
- K. Approve Contract with Rx Research Services Foundation for Apprenticeship Pathways Training in Food Safety**
- L. Ratify Budget Transfers/Revisions**
- M. Ratify and Approve Contracts and Purchase Orders**

By motion of Trustee McNeil, seconded by Trustee Clendening, consent items A-M were approved.

Vote: 6/0/1
Aye: Cassar, Clendening, Fischer, McNeil, Merchat, Simon
Abstentions: None
Absent: Pedroza

VIII. ACTION ITEMS

A. Approve FY2023/24 Nonresident Tuition Fee

By motion of Trustee McNeil, seconded by Trustee Fischer, the nonresident tuition fee of \$332 per semester credit hour for nonresident students was approved, effective, fall 2023.

Vote: 6/0/1
Aye: Cassar, Clendening, Fischer, McNeil, Merchat, Simon
Abstentions: None
Absent: Pedroza

B. Approve District's Participation in Internal Revenue Service 179D Program and Use of Foundation for California Community Colleges' Agreement

By motion of Trustee McNeil, seconded by Trustee Fischer, the board approved the district's participation in the Internal Revenue Service 179D Program and Use of Foundation for California Community Colleges' Agreement.

Vote: 6/0/1
Aye: Cassar, Clendening, Fischer, McNeil, Merchat, Simon
Abstentions: None
Absent: Pedroza

C. Award of Contract for Bid #C05-23 Technology Career Institute Improvements

By motion of Trustee McNeil, seconded by Trustee Simon, the board approved the award of contract for Bid #C05-23 for Technology Career Institute improvements.

Vote: 6/0/1
Aye: Cassar, Clendening, Fischer, McNeil, Merchat, Simon
Abstentions: None
Absent: Pedroza

IX. SECOND READING – BOARD POLICIES

A. Board Policy 5035 – Withholding of Student Records

Proposed edits to Board Policy 5040 – Withholding of Student Records were reviewed and discussed, and the board adopted Board Policy 5035. By motion of Trustee McNeil, seconded by Trustee Cassar, the board adopted Board Policy 5035.

Vote: 6/0/1
Aye: Cassar, Clendening, Fischer, McNeil, Merchat, Simon
Abstentions: None
Absent: Pedroza

X. PERIODIC REVIEW – BOARD POLICIES (Action Required)

A. Board Policy 5300 – Student Equity

Proposed edits to Board Policy 5300 – Student Equity was reviewed and discussed, and the board adopted Board Policy 5300. By motion of Trustee McNeil, seconded by Trustee Fischer, the board adopted Board Policy 5300.

Vote: 6/0/1
Aye: Cassar, Clendening, Fischer, McNeil, Merchat, Simon
Abstentions: None
Absent: Pedroza

XI. INFORMATION

A. Second Quarter Fiscal Report

The Second Quarter Fiscal Report was provided for information.

XII. COLLEGE-RELATED REPORTS

A. Trustees Activities

On February 9, Trustees attended the SDICCCA Annual Trustee Dinner held at Cuyamaca College and organized by MiraCosta's Office of the President. McNeil and Clendening attended the NAACP unity gathering. Trustee McNeil also attended a number of MiraCosta athletics events, and he and Trustee Merchat attended a facilities liaison meeting. Trustee Cassar attended a SDICCCA Job Fair at Miramar College, where he interacted with students. Trustee Simon listened to a City of Encinitas meeting.

Trustee Clendening, along with Trustee Merchat and Dr. Cooke, attended a CCLC Effective Trustee Workshop in Sacramento on January 27. Trustee Clendening also attended the ACCT Conference in Washington D.C. from February 3-7 with Trustee Pedroza and Dr. Cooke, and a roundtable with Congressman Mike Levin at King Middle School on February 10. On February 15, she went to City Hall where the NAACP and City of Oceanside recognized her, as well as MiraCosta's Wendy Stewart for their meaningful leadership and work in the community. She also attended a Futures North County African American Women's organization at the Oceanside Museum of Art.

Trustee Merchat noted the workshop presentation from Mike Fino highlighted work-based learning. He sees this as a winning strategy, and he would like to see work-based learning incorporated within all areas of the college.

Trustee Merchat noted an article in National Geographic about unfolding futures, which showed how the combination of math, materials, and art is impacting science and education, and it demonstrated how learning should be cross-functional and is expected to play out in the future in a very strong way.

B. Students

Student Trustee Inayah Abdulmateen reported the ASG heard a presentation on the future of facilities at MCC and were invited to share their student voice input. Students noted their favorite places on campus and why, and they provided suggestions for future spaces.

The legislative affairs workgroup is reviewing the legislative priorities and preparing to attend the general assembly at the end of March.

Planning for ASG elections and finalizing the timeline is taking place.

Community Nights is a collaborative event with ASG and other clubs on campus and facilitated by student leaders. Activities are planned to align with the history and heritage months.

C. Classified Employees

Classified Senate (CS) President Carl Banks expressed his appreciation for the support of the Student Services staff and others for the great turnout at the January 27 tailgate during the double header men's and women's basketball games. A similar event is being planned for this spring.

Banks reminded all that CS has a leadership program. Participants are reigniting the caring campus, with a MiraCosta flair. Additionally, professional development activities are planned for the first three days of spring break.

Elections will be held in March and April, and committee appointments are being assigned.

D. Faculty

Academic Senate (AS) President Leila Safaralian noted AS elections are upcoming. MiraCosta is hosting an AB1705 summit tomorrow. She thanked Math Faculty Scott Fallstrom for putting this event together.

A hyflex survey was administered to faculty, and results have been shared with AS. The results will be used to create an informational page intended to help faculty teach students in the hyflex modality.

E. Vice Presidents

1. Instructional Services

Assistant Superintendent/Vice President Pescarmona provided a written report.

2. Student Services

Assistant Superintendent/Vice President Wojcik reported the Outreach Office is working hard to help students through the onboarding and enrollment process. A total of 2,100 checks were issued to students, which has been shown to help them with persistence. During Club Rush Week, 150 students signed up to participate in clubs. Students have expressed their gratefulness to be on campus with participation in 30 very active clubs. Volunteer and Community Services Fair was held last week, and more than 30 area community services participated, as well as students who volunteered.

3. Administrative Services

Assistant Superintendent/Vice President Flood reported a lot of work is being done around sustainability, with the sustainability committee, as well as the students' sustainability club. This has led to a number of improvements and ways in which to measure the impact of our efforts and where improvements are needed.

The Facilities Plan survey, which includes student housing information, is underway, and student focus groups are being held. Flood noted the Chancellor's Office determined that funding can be used to build, but it cannot be used to purchase property, which will have a significant impact on us.

The Student Conduct and Police Advisory (SCAPA) committee is reviewing the changes to Title 5 with the goal of making appropriate recommendations and strengthening our community policing. Although the committee has a large student representation, Flood asked the board to forward him recommendations for a community member to be part of the SCAPA.

4. Human Resources

Assistant Superintendent/Vice President Ng reported a team has been working on a \$300,000 EEO grant that, if awarded, could help the college make investments in our onboarding process, professional development, and leadership development.

Ng just returned from the ACCCA conference, where he and Dr. Cooke presented to more than 100 attendees on Futures.

F. Superintendent/President

Superintendent/President Cooke shared about the recent heavy travel to conferences. While at the Achieving the Dream Conference in Chicago, one of MiraCosta's biomanufacturing students, Luis de Luna, was recognized as a DREAM scholar and spoke in front of the entire conference. Cooke attended and presented at the CCCBA Conference in Palm Desert, where another MiraCosta student, Niloufar Massrouf, was recognized with a scholarship from the organization. ACCCA conference in

Cooke thanked Jeanne Koschwanez, Anne Krueger, and Tim Flood for their great work on the Annual SDICCCA dinner.

Cooke congratulated all of the faculty members who advanced in the tenure process.

Black History Month and activities are still taking place throughout this week, and she thank those who have been instrumental in planning those activities.

A new permanent State Chancellor, Sonya Christian, was recently named.

XIII. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

None.

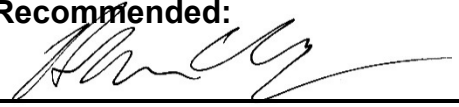
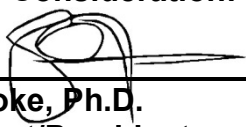
XIV. ADJOURNMENT

The meeting adjourned at 5:44 p.m.

MINUTES APPROVAL:

Frank Merchat
President

Sunita V. Cooke, Ph.D.
Superintendent/President

Subject: Mental Health Trends and Resources	Attachment: PowerPoint Presentation
Category: Presentations	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> ✓ Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> ✓ Goal 1 Goal 2 ✓ Goal 3 Goal 4 </div>
Recommended:  <hr/> Alketa Wojcik, Ed.D. Assistant Superintendent/Vice President, Student Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

MiraCosta College is committed to creating a culture of care for our students that meet their holistic needs, including mental health. The COVID-19 pandemic had a significant impact on our students’ mental health, and we have seen an increase in utilization of mental health counseling services. The Health Services mental health counseling team has grown and increased resources to meet the needs of their students, particularly historically marginalized students who have traditionally experienced barriers to accessing support.

STATUS

This presentation will provide an overview of recent mental health statistics and trends nationally and at MiraCosta College, review new staffing and supports being provided by the Health Services Mental Health Counseling team, and discuss future opportunities for improving student support.

RECOMMENDATION

For information only.

Mental Health Trends & Resources

Dr. Nick Mortaloni, Ed.D. LCSW
Dean of Student Affairs

Dr. Ghada Osman, Ph.D. LMFT
Mental Health Counselor



AGENDA

- Mental Health Statistics & Trends
- New Staffing & Supports
- Future Opportunities
- Questions





College students who meet criteria for one or more mental health diagnosis

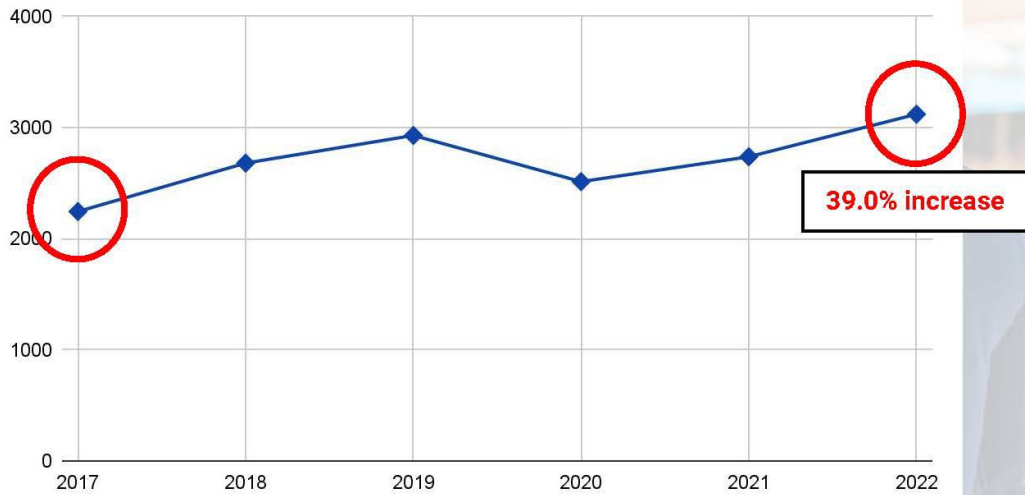
60%
(Lipton et al., 2022)



Youth who reported contemplating suicide

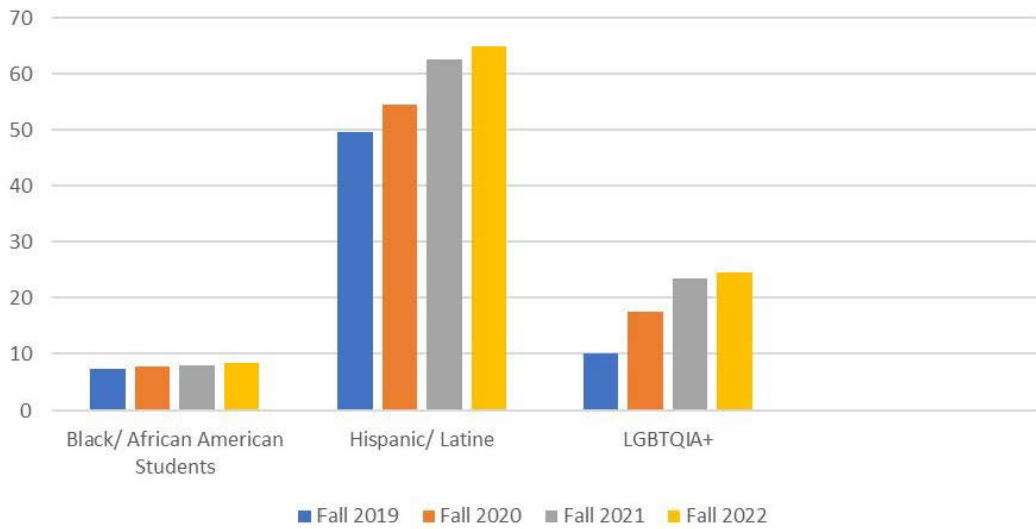
1 in 3
(CDC, 2023)

Total Active Mental Health Counseling Appointments



Mental Health Counseling Appointments

Percentage of Appointments



Demographic Trends

Mental Health Counseling Team



Top: Mental Health Counselors
Left: Clinical Case Manager
Right: Student Peer Educators

What We Offer

- Zoom, phone, and in person services
- Group Counseling and Workshops
- On-campus Informational Events
- Care Solace Referral Service
- ADHD Testing



Intentional Outreach & Partnerships

On-campus

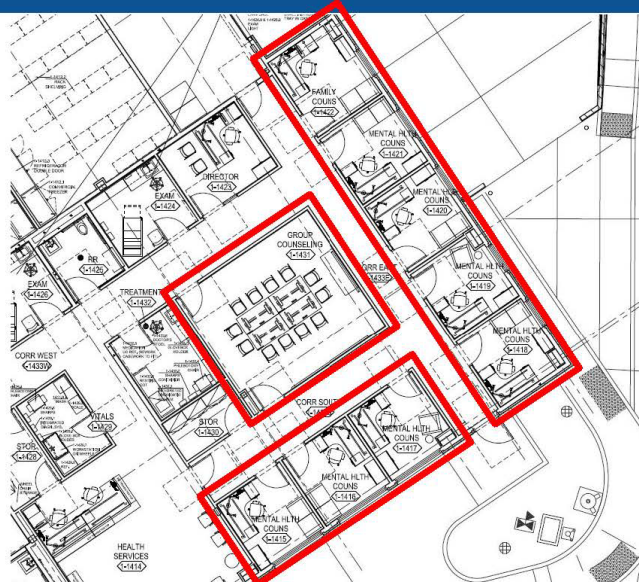
Off-campus



Health Services – San Elijo Campus



Health Services – Oceanside Campus



Summary & Future Opportunities

- Increased demand *and* acuity
- Enrollment down, needs up
- Focus on decreasing waitlist
- Creative partnerships



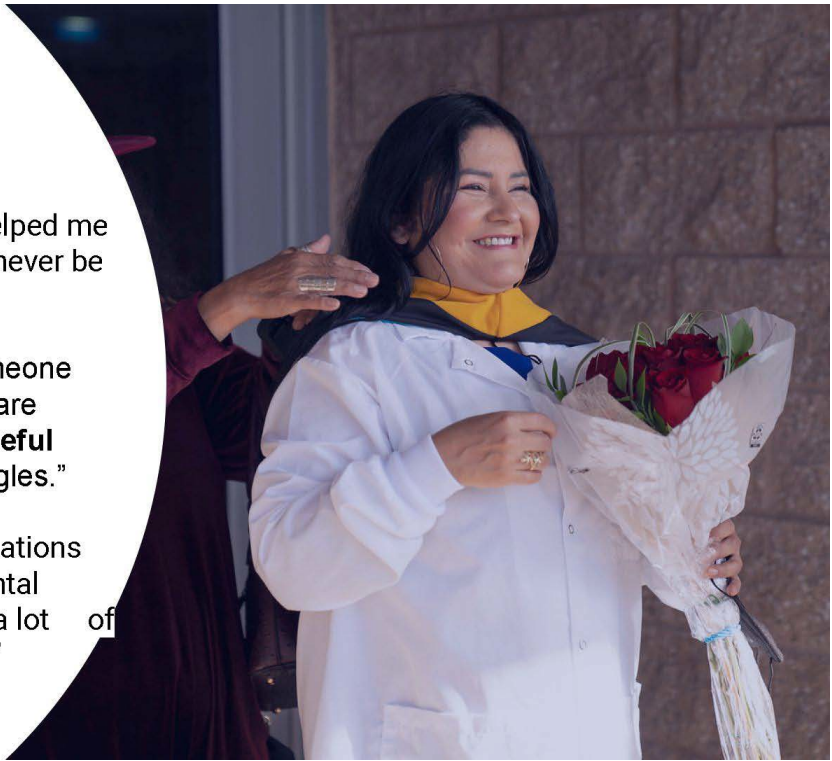


Student Voices

"I received some **great advice** that helped me **achieve goals** that I thought I would never be able to accomplish."

"It was extremely helpful to have someone who so **intently listens** to what you are going through and gives you **very useful information to cope** with your struggles."

"They **helped me understand** the situations that were causing my stress and mental health problems and helped provide a lot of **clarity for what I was going through.**"



Questions?



Nick Mortaloni, Ed.D. LCSW

Dean of Student Affairs

(760) 757-2121 x6260

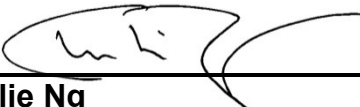
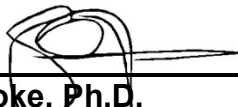
nmortaloni@miracosta.edu

Ghada Osman, Ph.D., LMFT

Mental Health Counselor

(760) 795-6675

gosman@miracosta.edu

Subject: Ratify Recommendations of Superintendent/President in Approving Personnel Actions	Attachment: None
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 Goal 2 <input checked="" type="checkbox"/> Goal 3 Goal 4
Recommended:  _____ Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

STATUS

1. Resignation of the following classified and/or academic employees:
 - Christine Burrola, Human Resources Analyst, position P-07084, effective March 7, 2023.
 - Krystle Taylor, Counselor/Learning Disabilities Specialist, Student Accessibility Services, position P-04867, effective March 9, 2023.
2. Retirement of classified employee Carolyn Sneary, Human Resources Supervisor, position P-00078, effective March 31, 2023.
3. Employment of regular classified employee Duong Tran, Student Help Desk Technician, Information Technology Services Technology Support, position P-00236, salary range 17, step 1, \$2,198.28 per month, 18 hours per week, 12 months per year, effective March 1, 2023. Duong was selected through an open recruitment process.
4. Permanent change of assignment for Brian Astredo, Foundation Specialist, Institutional Advancement, position P-09271, has accepted the position of Development Officer, Institutional Advancement, position P-00345, salary range 23, step 2, \$6,126.25 per month, full-time, 12 months per year, effective February 21, 2023. Brian was selected through an open recruitment process.
5. Temporary additional assignment for classified employee Duncan Payton, Student Services Coordinator, Admissions and Student Support, position P-06211. Duncan will serve as a Digital Marketing Coordinator, Hourly, Public Information Office, range 24, step 1, \$34.49 per hour, as needed, effective February 14 - June 30, 2023.

6. Temporary reclassification per Section H.5.0, Classified Senate Employee Manual, for classified employee Sarah Pultz, Learning Coach, Writing Center, position P-07375, will serve as Interim Program Manager, Writing Center, range 31, longevity year 9, \$9,671.75 per month, effective March 6 – June 30, 2023.
7. Christina Sharp, Business Instruction, position P-00487, has given notice of their intent to advance on the academic salary schedule due to the completion of SAC approved coursework, from salary class 4 to 5, effective July 1, 2023.
8. Employment of the following associate faculty members for the 2023 spring session, payable in accordance with the Collective Bargaining Agreement for Academic Associate Faculty:



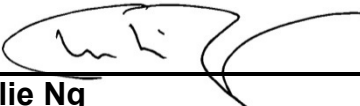

Juan	Cabrera	Art
Juan	Velasco	Counselor
Melody	Vivar	Counselor
Maximo	Escobedo	Media Arts and Technologies
Shannon	Barnett	Nursing

9. Request approval of the following short-term and substitute employees. These employees meet the Education Code 88003 definition of short-term and substitute employees, and as such, these employees will be employed and paid less than 75 percent of the college year:

Employee Name	Job Title	Assignment	Department	Pay Rate	Start Date	End Date
Adolfo Naranjo	Campus Aide III	Short-term	CARE Program	\$19.50/hr	3/17/23	6/30/23
Elaine Bryan	Workshop Presenter	Short-term	Human Resources	\$200 Stipend	3/17/23	3/31/23
Jessica Luna Benitez	Campus Aide III	Short-term	Student Equity	\$19.50/hr	3/17/23	6/30/23
Laurie Morrell	Workshop Presenter	Short-term	Human Resources	\$100 Stipend	3/17/23	3/31/23
Maximillian Arand	Art Model	Short-term	Noncredit, General	\$28/hr	2/1/23	6/30/23
Samantha Sanchez	Campus Aide III	Short-term	Student Equity	\$19.50/hr	3/17/23	6/30/23
Ulises Sixto Avendano	Administrative Support Assistant II	Short-term	CARE Program	\$27.37/hr	3/17/23	6/30/23
Vanessa Montano	Administrative Support Assistant I	Short-term	Transfer Center	\$22.36/hr	3/17/23	6/30/23
Vangie Zaryac	Campus Aide III	Short-term	Cashiering Services	\$19.50/hr	3/17/23	6/30/23
Yoni Baker	Art Model	Short-term	Noncredit, General	\$28/hr	2/1/23	6/30/23

RECOMMENDATION

Ratify recommendations of superintendent/president in approving personnel actions, as stated above.

Subject: Adopt Annual Resolutions Authorizing Designated Agents	Attachment: Resolution No. 8-22/23– Designate Authorized Representative to the San Diego County School Fringe Benefits Consortium for Fringe Benefits Programs
Category: Consent Items	Type of Board Consideration: <div style="text-align: center;">  Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="text-align: center;">  Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended:  <hr/> Charlie Ng Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND





Pursuant to various sections of the Education Code, it is necessary that a governing board pass a series of resolutions prior to the beginning of each fiscal year in order to maintain a current register of persons authorized to act on behalf of the district. The following fiscal year is the normal effective period for each resolution; however, the resolution forms are designed so that midyear changes can be made. Additions and/or deletions must be made by submitting corrected resolutions to the County Office of Education (COE).

STATUS

These resolutions are routine items adopted annually to maintain a current register of persons authorized to act on behalf of the district.

RECOMMENDATION

Adopt Resolution #8-22/23 designating Charlie Ng, Hayley Schwartzkopf, or Briana Schaeffer to act as authorized agents to perform all items pertaining to the interest of the board of trustees as a legislative body pursuant to the terms of the San Diego County School Risk Management Fringe Benefits agreement.

Subject: Approve Curriculum Approvals for 2023/24 Catalog, Part III	Attachment: 2023/24 Approved Courses and Programs for Board_Part III
Category: Consent Items	Type of Board Consideration: <div style="text-align: center;">  Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="text-align: center;">  Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended:  <hr/> Kristina Denée Pescarmona Assistant Superintendent/Vice President, Instructional Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

In accordance with Board Policy 4020, the MiraCosta Community College District Board of Trustees assigns primary responsibility for developing and recommending the adoption or discontinuance of courses or programs to the faculty, and this effort is coordinated by the Instructional Services Division. Title 5 regulations stipulate the Academic Senate is responsible for academic and professionals matters, which include curriculum and educational program development. The Courses and Programs Committee (CPC), consisting primarily of faculty, exists for the purpose of making recommendations pertaining to the programs and courses offered by the college.

The CPC convened for two (2) curriculum approval meetings on February 9 and February 23, 2023. Curriculum proposals follow a rigorous review process before each CPC meeting.

This review process has eight stages:

- 1) The faculty author initiates a proposal to modify, add, or delete a course or program. Once the proposal is complete, the faculty author forwards it to the next stage (technical writer).
- 2) The technical writer reviews the proposal and works closely with the faculty author to assist in writing high quality course outlines; the technical writer then forwards the proposal to the articulation officer.
- 3) The articulation officer reviews for potential CSU/UC transfer; the articulation officer then forwards the proposal to the department chair.

- 4) The department chair reviews the proposal for discipline- and department-specific impact, encroachment, accuracy, and completeness; the department chair then forwards the proposal to the instructional dean.
- 5) The dean reviews the curriculum for interdepartmental and college-wide impact, encroachment, and, when appropriate, local workforce need. Deans also check for accuracy, completeness, and impact on divisional load; the instructional dean then forwards the proposal to the technical review stage.
- 6) At the technical review stage, a small team of reviewers evaluates the curriculum for the following:
 - consistency and compliance with local and state curriculum writing and content standards
 - state standards pertaining to prerequisites, corequisites, and advisories
 - state and local standards and guidelines pertaining to repeatability and courses related in content
 - state standards pertaining to hours and units
 - local mandates on class size maxima.
- 7) After technical review, curriculum proposals are forwarded to the CPC. The CPC, by means of careful study and open discussion, assures the college's curriculum has consistent quality, rigor, and compliance with state regulations and standards as well as with district policies and procedures; once approved, the CPC forwards a complete list of courses and programs to the Academic Senate as a consent item.
- 8) Finally, the Academic Senate reviews and approves the curriculum packet.

The CPC submits curriculum to the board for approval in the fall and spring semesters. Once approved by the board, the curriculum is submitted to the Chancellor's Office for review and approval. By submitting the curriculum on a frequent basis, the curriculum review workload is spread out to allow faculty and staff ample time to review the curriculum.

STATUS

Credit course approvals include modification of 40 existing courses and the deletion of one course. No actions were taken on any programs. There were 21 general education (GE), 39 online (O) approvals, and one hybrid (H) approval.

Noncredit approvals include two course modifications and one course deletion.

RECOMMENDATION

Approve the attached listing of curriculum approvals for inclusion in the 2023-2024 Catalog.

2023/24 Curriculum Approvals

Effective: August 2023

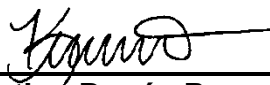

Part III

I. Credit Course Level						
B. Modified Courses						
Department	Subject	Course #	Additional Approvals	Course Title and Catalog Description	Units	Date Approved
ILNG	GRMN	121	O/GE	Introduction to German Culture	3	2/9/2023
HIST	HIST	100	O/GE	World History to 1500	3	2/9/2023
HIST	HIST	100H	O/GE	World History to 1500 (Honors)	3	2/9/2023
HIST	HIST	101	O/GE	World History Since 1500	3	2/9/2023
HIST	HIST	101H	O/GE	World History Since 1500 (Honors)	3	2/9/2023
HIST	HIST	102	O/GE	History of the Modern Middle East	3	2/9/2023
HIST	HIST	102H	O/GE	History of the Modern Middle East (Honors)	3	2/9/2023
HIST	HIST	105	O/GE	History of England	3	2/9/2023
HIST	HIST	105H	O/GE	History of England (Honors)	3	2/9/2023
HIST	HIST	110	O/GE	United States History to 1877	3	2/9/2023
HIST	HIST	110H	O/GE	United States History to 1877 (Honors)	3	2/9/2023
HIST	HIST	116	O/GE	History of the Americas to 1830	3	2/9/2023
HIST	HIST	116H	O/GE	History of the Americas to 1830 (Honors)	3	2/9/2023
HIST	HIST	117	O/GE	History of the Americas Since 1830	3	2/9/2023
HIST	HIST	117H	O/GE	History of the Americas Since 1830 (Honors)	3	2/9/2023
BUS	ACCT	101	O	Practical Accounting	4	2/23/2023
BUS	ACCT	145	O	Individual Income Tax	4	2/23/2023
BUS	ACCT	146	O	Taxation of Business Entities	4	2/23/2023
BUS	ACCT	149	O	IRS Volunteer Preparation	2	2/23/2023
ADM	ADM	107	O	Introduction to Computer/Digital Forensics	3	2/23/2023
ADM	ADM	240	O	Written and Oral Communication in the Administration of Justice	3	2/23/2023
ART	ART	254	O/GE	Understanding and Appreciating the Photographic Image	3	2/23/2023
BIO	BIO	105	O/GE	Introductory Biology: Biotechnology in Society	3	2/23/2023
BIO	BIO	210	O	Human Anatomy	4	2/23/2023
BIO	BIO	210H	H	Human Anatomy (Honors)	4	2/23/2023
BUS	BUS	135	O	Personal Selling	3	2/23/2023
BUS	BUS	138	O	Business Promotion	3	2/23/2023
BUS	BUS	290	O	Business Communication	3	2/23/2023
BUS	BUS	290H	O	Business Communication (Honors)	3	2/23/2023
CHLD	CHLD	105	O	Principles and Practices of Teaching Young Children	3	2/23/2023
COMM	COMM	212	O/GE	Argumentation	3	2/23/2023
COMM	COMM	215	O/GE	Intercultural Communication	3	2/23/2023
COUN	COUN	105	O	Transfer Success	1	2/23/2023
HH	HORT	122	O	Horticulture Laws and Regulations	2	2/23/2023
HH	HORT	166	O	Introduction to Sustainable Agriculture	3	2/23/2023
MAT	MAT	135	O	Graphic Design 1: Principles	3	2/23/2023
MAT	MAT	155	O	Graphic Design 2: Typography	3	2/23/2023
MAT	MAT	185	O	Graphic Design 3: Design and Layout	3	2/23/2023
SOC	SOC	120	O/GE	Introduction to Women's Studies	3	2/23/2023
SOC	SOC	140	O/GE	Introduction to LGBT Studies	3	2/23/2023
Total Credit Course Modifications: 40						

I. Credit Course Level						
C. Deleted Courses						
Department	Subject	Course #		Course Title and Catalog Description	Units	Date Approved
COUN	COUN	296-2		Academic Planning	1	2/23/2023
Total Credit Course Deletions: 1						

I. Noncredit Course Level					
A. Modified Courses					
Department	Subject	Course #	Additional Approvals	Course Title	Date Approved
NCOTHER	NCART	70		Multimedia Sculpture	2/23/2023
NCOTHER	NCHAS	82		Tai Chi Chuan for Seniors	2/23/2023
Total Noncredit Course Modifications: 2					

I. Noncredit Course Level					
B. Deleted Courses					
Department	Subject	Course #	Additional Approvals	Course Title	Date Approved
NCOTHER	NCENG	40		Information Literacy and College Success	2/10/2022
Total Noncredit Course Deletions: 1					

Subject: Approve Instructional Material Fees List 2023/24	Attachment: Instructional Material Fees List Fiscal Year 2023/24				
Category: Consent Items	Type of Board Consideration: <table style="width: 100%; border: none;"> <tr> <td style="width: 33%; text-align: center;">Information</td> <td style="width: 33%; text-align: center;"> <input checked="" type="checkbox"/> Consent </td> <td style="width: 33%; text-align: center;">Action</td> </tr> </table>	Information	<input checked="" type="checkbox"/> Consent	Action	
Information	<input checked="" type="checkbox"/> Consent	Action			
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <table style="width: 100%; border: none;"> <tr> <td style="width: 25%; text-align: center;"> <input checked="" type="checkbox"/> Goal 1 </td> <td style="width: 25%; text-align: center;">Goal 2</td> <td style="width: 25%; text-align: center;">Goal 3</td> <td style="width: 25%; text-align: center;">Goal 4</td> </tr> </table>	<input checked="" type="checkbox"/> Goal 1	Goal 2	Goal 3	Goal 4
<input checked="" type="checkbox"/> Goal 1	Goal 2	Goal 3	Goal 4		
Recommended:  <hr style="width: 35%; margin-left: 0;"/> Kristina Denée Pescarmona Assistant Superintendent/Vice President, Instructional Services	Approved for Consideration:  <hr style="width: 35%; margin-left: 0;"/> Sunita V. Cooke, Ph.D. Superintendent/President				

BACKGROUND

In accordance with Education Code §76365, Title 5 §59400, students may be required to provide instructional and other materials for a credit or noncredit course, provided such materials are of continuing value to the student outside the classroom and such materials are not solely or exclusively available from the district.

Each academic year the Office of Instruction creates a list of Instructional Material Fees and submits the list to the Courses and Program Committee for review. Once approved by the Courses and Programs Committee, it is forwarded to the Academic Senate for approval.

STATUS

The attached Instructional Material Fees list for fiscal year 2023/24 has slight modifications from the previous year to reflect the cost of inflation. In addition, two math courses were removed from the list. On February 23, 2023, the list was reviewed and approved by the Courses and Programs Committee. The Academic Senate approved the list on March 3, 2023.

RECOMMENDATION

Approve the attached 2023/2024 Instructional Material Fees list.

**Instructional Material Fees
Fiscal Year 2023/24**

Reviewed at February 23, 2023 CPC meeting.

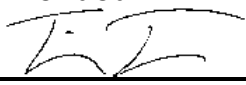
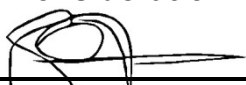
Subject	Course #	Title	Status	Material Fee	Description
ART	103	3D Design	CURRENT	35.00	The fee is used to purchase: - Materials for additive projects such as clay, wood, etc. - Materials for subtractive projects such as plaster, structolight, styro foam, etc. - Materials for casting such as aluminum, latex, silicon rubber, metal lath, bronze, wax, etc. - Construction materials including wire, ropes, screws, nails, fasteners, adhesives.
ART	177	Art in the Elementary Schools	CURRENT	10.00	The fee is used to purchase: -Building materials such as wood, paper, plastics, etc. -Craft supplies such wires, foam, etc. -Adhesive supplies such as tape, wire, wood glue, hot glue sticks, assorted fasteners, etc.
ART	201	Objects and Ideas in Contemporary Art	CURRENT	35.00	The fee is used to purchase materials for three dimensional art assignments. For construction of the projects materials include: foam and plaster for carving, Epoxy and other glues, aluminum rivets, and mould making products (silicone rubber, mould release, mother mould material, hydrostone, etc.). Surface treatment materials include: matte medium, modeling paste, 2-part clear hardener, student grade acrylics, and spray adhesives.

Subject	Course #	Title	Status	Material Fee	Description
ART	216	Sculpture	CURRENT	35.00	The fee is used to purchase materials that will be used for in-class assignments. - Materials for additive projects such as clay, wood, mild steel, welding rods, etc. - Materials for subtractive projects such as plaster, structo light, styro foam, etc. - Materials for casting such as aluminum, latex, silicon rubber, bronze, wax, etc. - Construction materials including wire, ropes, adhesives - Welding materials such as welding rods and metal
ART	217	Figure Sculpture I	CURRENT	35.00	The fee is used to purchase materials that will be used for in-class assignments. - Materials for additive projects such as clay, wood, mild steel, welding rods, etc. - Materials for subtractive projects such as plaster, structo light, styro foam, etc. - Materials for casting such as aluminum, latex, silicon rubber, bronze, plaster, wax, etc. - Construction materials including wire, ropes, nails, screws, fasteners, adhesives, etc.
ART	219	Figure Sculpture II	CURRENT	38.00	Ceramic clay (50lbs), \$20; Acrylic paint, \$10; Hot glue sticks, \$8.
ART	223	Woodworking and Furniture Design I	CURRENT	60.00	The fee is used to purchase: - rev. per AO 2/13/09 - 225 board feet of 8/4 poplar, (wood for projects) - Construction materials such as nails and screws, assorted fasteners - Basic adhesives, such as glue - Finishing products, such as Varathanes, varnishes, aniline dyes, paints, etc.
ART	224	Woodworking and Furniture Design II	CURRENT	65.00	Hardwood, \$40; softwoods, \$20; paints, screw, and adhesives, \$5.

Subject	Course #	Title	Status	Material Fee	Description
ART	225	Ceramics I	CURRENT	40.00	The fee is used to purchase: - Ceramic tools Clay body High and low fire decorative materials
ART	226	Ceramics II	CURRENT	40.00	Ceramic tools, \$25; Clay, \$10; decoration materials, \$5.
ART	227	Ceramics III	CURRENT	40.00	Ceramic tools, \$25; Clay, \$10; decoration materials, \$5.
ART	228	Ceramics IV	CURRENT	40.00	Clay, \$25, decorative tools and materials, \$10, safety equipment, \$5
ART	229	Woodworking and Furniture Design III	CURRENT	60.00	Wood, \$60
ART	230	Installation Art	CURRENT	35.00	Fee is collected for RTV silicon mold-making rubber, hydrostone gypsum cement, mother/master mold making supports, parting agents, glues and protective gloves.
ART	239	Woodworking and Furniture Design IV	CURRENT	60.00	Wood, \$45, fasteners and adhesives, \$10, decorative materials, \$5
ART	245	Digital Art and Media	CURRENT	20.00	Fee covers ink and paper usage on large format 12 color UV plotter and cmyk tabloid printers. Fee also covers foam foam-core, mounting materials and exhibition hanging hardware.
ART	253	Applied Digital Photography	CURRENT	40.00	Fee covers ink and paper to create archival photographic prints on large-format inkjet printers.
BTEC	110	Basic Techniques in Biotechnology	CURRENT	30.00	Students will be charged a fee for a laboratory kit that include a personal disposable particle mask, solvent-proof marking pens, specific lab notebook, gloves, autoclavable labeling tape, and a laboratory manual of activities and assignments.

Subject	Course #	Title	Status	Material Fee	Description
BTEC	110H	Basic Techniques in Biotechnology (Honors)	CURRENT	30.00	Students will be charged a fee for a laboratory kit that include a personal disposable particle mask, solvent-proof marking pens, specific lab notebook, gloves, autoclavable labeling tape, and a laboratory manual of activities and assignments.
DRAM	232	Movement for the Stage	CURRENT	20.00	Fee covers: 1 neutral mask, \$5, 1 neutral costume/shirt, \$10, and fabrics, feathers, balloons, streamers, \$4.50.
DRAM	253	Makeup for Theatre, Television, and Film	CURRENT	70.00	Covers cost of industry standard Ben Nye Make-Up kits for instructional purposes. All materials belong to the student and become part of their personal make-up kit. These costs cover the traditional kit as well as additional makeup and supplies needed for prosthetic and hair augmentation.
DRAM	256	Stagecraft for Theatre, Television, and Film	CURRENT	25.00	This fee is to provide materials for the student to construct a scenery flat, which the student keeps as a portfolio piece and as an example of the step-by-step process.
NURS	170	Licensed Vocational Nursing I	CURRENT	30.00	The fee pays for 51% of the total cost (\$58.59) for a nursing kit that contains more than 50 items, including syringes, a blood pressure cuff, a stethoscope, sterile gloves, bandages, a penlight, and face masks.
NURS	180	Fundamentals of Nursing	CURRENT	30.00	A one time fee for lab supplies the students will own and use throughout the nursing program. The supplies will be a Foley catheter kit, sterile gloves, and dressings.
NURS	180	Fundamentals of Nursing	CURRENT	697.00	A one time fee (\$30) for lab supplies the students will own and use throughout the nursing program. The supplies will be a Foley catheter kit, sterile gloves, and dressings. ATI fee (\$667) for tutorials, flashcards, assessments, test prep, remediation, book, quiz bank, analytics, simulations, eBook, and case studies.

Subject	Course #	Title	Status	Material Fee	Description
NURS	182	Maternal-Child Nursing	CURRENT	667.00	ATI fee for tutorials, flashcards, assessments, test prep, remediation, book, quiz bank, analytics, simulations, eBook, and case studies.
NURS	281	Medical Surgical Nursing III	CURRENT	667.00	ATI fee for tutorials, flashcards, assessments, test prep, remediation, book, quiz bank, analytics, simulations, eBook, and case studies.
NURS	283	Medical Surgical Nursing IV	CURRENT	667.00	ATI fee for tutorials, flashcards, assessments, test prep, remediation, book, quiz bank, analytics, simulations, eBook, and case studies.

Subject: Notice of Completion – Bid #MM-22-003 SAN Miscellaneous Enhancements Project	Attachment: None
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc.mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <input checked="" type="checkbox"/> Goal 1 Goal 2 <input checked="" type="checkbox"/> Goal 3 <input checked="" type="checkbox"/> Goal 4
Recommended:  _____ Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND



On January 20, 2023, Conan Construction, Inc. completed all the work associated with Bid #MM-22-003 SAN Miscellaneous Enhancements Project. The original construction contract amount for Conan Construction, Inc. was \$717,000, and the total change order amount for this project was \$15,735.68. This project had a final construction cost of \$732,735.68.

STATUS

The project is currently 100 percent complete.

RECOMMENDATION

Approve and execute Notice of Completion for Bid #MM-22-003 SAN Miscellaneous Enhancements Project.

Subject: Notice of Completion – Bid #MM-20-017 CLC Bldg 100 & 200 Renovation Project	Attachment: None
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc.mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <input checked="" type="checkbox"/> Goal 1 Goal 2 <input checked="" type="checkbox"/> Goal 3 <input checked="" type="checkbox"/> Goal 4
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND



On January 13, 2023, Align Builders, Inc. completed all the work associated with Bid #MM-20-017 CLC Bldg 100 & 200 Renovation Project. The original construction contract amount for Align Builders, Inc. was \$6,319,153, and the total change order amount for this project was \$1,916,063.27. This project had a final construction cost of \$8,235,216.27.

STATUS

The project is currently 100 percent complete.

RECOMMENDATION

Approve and execute Notice of Completion for Bid #MM-20-017 CLC Bldg 100 & 200 Renovation Project.

Subject: Approve Increase to United States Postal Services Purchase	Attachment: None
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc.mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 Goal 2 <input checked="" type="checkbox"/> Goal 3 Goal 4
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The district maintains a prepaid bulk mailing account with the United States Postal Service (USPS) for ongoing expenses related to mailing mass communications to students, staff, and the public at large for various events and information related to college and community business.

STATUS



Purchase Order #22002270_PO was originally created for \$90,000, with an increase of \$15,000 completed in February 2023, for a total Purchase Order value of \$105,000. Due to the increase in mailings and postage fees, additional funds are needed to maintain postage services through the end of the fiscal year. District staff has determined that an increase of \$50,000, for a total purchase order amount of \$155,000, is needed to continue mailing services for the current fiscal year.

Pursuant to the district’s AP6340, all contracts valued more than the current public contract code formal bid level must be presented to the board for prior approval. Since the amount needed to complete fiscal year 2023 exceeds the bid level, this transaction is being presented to the board for approval.

Funds for this transaction have been identified within the Purchasing and Material Management operating funds.

RECOMMENDATION

Authorize the director of purchasing and material management to proceed with the increase in Purchase Order #22002270_PO in the amount of \$50,000, for a total purchase order amount of \$155,000.

Subject: Ratify and Approve Contracts and Purchase Orders	Attachment: Contract and Purchase Order Ratification List
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> Information ✓ Consent Action </div>
Institutional Goals: mcc.mission.statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> ✓ Goal 1 ✓ Goal 2 ✓ Goal 3 ✓ Goal 4 </div>
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Board Policy 6330—Purchasing and Contracts requires, in part, that all contracts valued at more than the current bid level, as specified in Public Contract Code §20651 et seq. (calendar year 2023 = \$109,300.00), will be presented to the Board of Trustees for prior approval, but that contracts valued at less than the current Public Contract Code bid level may be presented to the board for ratification rather than prior to execution. All contracts ratified by the board shall be deemed to be fully executed district commitments and may not be subsequently cancelled, withheld or amended, unless determined by the vice president, administrative services to be a legally unenforceable obligation.

The policy also requires that no matter what the expected dollar value of a contract for legal or public auditing services, such a contract will be presented to the board for prior approval, unless it is determined by the superintendent/president and the vice president, administrative services, that time is of the essence and that the district’s best interests are best served by issuing a contract on an immediate basis. Any such contract issued under these circumstances shall be brought forward to the board for formal approval at the next board meeting.

In accordance with Public Contract Code §22000 et seq. and Board Resolutions #13-10/11 and #14-10/11, the district may procure public works using the California Uniform Public Construction Cost Accounting Act (CUPCCAA) with a current bid limit of \$200,000 for construction.

STATUS

The Purchasing and Material Management Department has attached the latest monthly summary of the contracts and purchase orders for the board’s ratification and approval as a consent item.

RECOMMENDATION

Ratify and approve contracts and purchase orders, as listed in the attachment.

**Contract and Purchase Order Ratification List
January 28, 2023 – February 17, 2023**

In accordance with Board Resolutions #13-10/11 and #14-10/11, the following public works transactions were procured in compliance with the California Uniform Public Construction Cost Accounting Act (CUPCCAA) per PCC §220000 et seq.

CUPCCAA POs from \$5,000 – \$200,000			
PO #	Vendor	Description	Amount
23000596	AO Reed & Co	Emergency Chill Water Leak (Fac)	\$42,475.00
23000369	AO Reed & Co	Building 5200 Underground Water Leak (Fac)	\$8,947.00

In accordance with BP/AP 6340—Bids and Contracts, Emergency Repair Contracts Without Bid, the following transactions were procured when repairs or alternations are necessary to continue existing classes or to avoid danger of life or property.

Emergency Repair Contracts Without Bid			
PO #	Vendor	Description	Amount
	No Entries This Month		

In accordance with BP/AP 6330—Purchasing and Contracts, the following transactions were procured using various methods of award. This may include solicitation of at least three (3) competitive written quotes, pre-existing contracts, or negotiation to provide maximum value to the district.

POs from \$25,000 – \$109,300			
PO #	Vendor	Description	Amount
23000419	Vaughn Irrigation Services Inc	Equipment (Fac)	\$39,900.66
23000544	Architects Gallegos & Eckle, Inc.	Architect Fee (Fac)	\$32,000.00
23000588	Hi-Way Safety Inc	Equipment (Pol / Fac)	\$31,304.91
23000446	Downtown Ford Sales	Vehicle (CARE)	\$30,132.25

In accordance with BP/AP 6330—Purchasing and Contracts, the following transactions were procured using various methods of award. This may include solicitation of at least three (3) competitive informal quotes (e.g. telephone quotes), pre-existing contracts, or negotiation to provide maximum value to the district.

POs from \$10,000 – \$24,999			
PO #	Vendor	Description	Amount
23000395	iHeartCommunications Inc.	Advertising (HR)	\$23,037.50
23000484	Health Services Academy, Inc	Contract Services (Comm. Ed.)	\$21,060.00
23000475	Strata Information Group	Contract Services (ITS)	\$19,200.00
23000526	Mod Research Consulting LLC	Contract Services (Workforce Dev)	\$19,000.00
23000537	Christopher L. Ryan	Contract Services (Career Ed)	\$16,750.00
23000424	Carolina Biological Supply Co	Equipment (Chem)	\$13,960.60
23000347	Uline	Equipment & Supplies (Workforce Dev)	\$12,539.23
23000411	Allied Refrigeration Inc	Equipment (Fac)	\$11,907.50
23000454	Stotz Equipment	Equipment (Fac)	\$11,635.79
23000352	The Nyhart Company	Contract Services (Fiscal)	\$11,400.00
23000320	Haas Factory Outlet - Anaheim	Equipment (Workforce Dev)	\$10,665.20
23000474	Lorser Industries Inc.	Contract Services (Workforce Dev)	\$10,560.00
23000418	Zoological Society of San Diego	Contract Services (Gear Up)	\$10,150.00
23000335	Regents of the University of California	Contract Services (Workforce Dev)	\$10,000.00
23000536	Albertson's	Blanket PO (CARES)	\$10,000.00

In accordance with BP/AP 6330—Purchasing and Contracts, the following transactions were procured using various methods of award. This may include use of pre-existing contracts or negotiation to provide maximum value to the district.

POs from \$5,000 – \$9,999			
PO #	Vendor	Description	Amount
23000541	Dell Marketing L P	Equipment (Student Equity)	\$9,856.68
23000383	Workday Inc	Online Training (HR)	\$8,360.00
23000317	MSC Industrial Supply Co	Equipment (Workforce Dev)	\$8,010.50
23000594	MSDSonline Inc	Membership (Fac)	\$7,995.95
23000556	Sound Image Inc	Equipment (Music)	\$7,889.99
23000549	Grammarly	Software Maintenance (EOPS)	\$7,500.00
23000318	Fisher Science Education	Equipment (HR)	\$6,663.67
23000307	Dell Marketing L P	Equipment (CARE)	\$6,293.31
23000595	Dell Marketing L P	Equipment (Vet Svcs)	\$5,478.99
23000496	SAS Institute Inc	Software Maintenance (Math/Science)	\$5,000.00

In accordance with Public Contract Code Sections 20651, 20655, 20659, Education Code Section 81656, and Board Agenda Item VIII.L (12/9/15), the following transactions were entered into and approved by the vice president, administrative services.

Change Orders			
PO #	Vendor	Description	Amount
	No Entries This Month		

In accordance with Public Contract Code Sections 20651, 20655, 20659, Education Code Section 81656, and Board Agenda Item VIII.L (12/9/15), the following transactions were entered into and approved by the vice president, administrative services.

Construction Contract Change Orders			
PO #	Vendor	Description	Amount
	No Entries This Month		

In accordance with BP/AP 6330—Purchasing and Contracts, and Public Contract Code Sections 20651 and 20662, the following transactions were executed or amended as follows.

MOUs and Grants			
PO #	Vendor	Description	Amount
	No Entries This Month		

Total Contract Expenditures: \$469,674.73
Total MOU Expenditures: \$0.00
Ratify MCC purchase orders 23000298 through 23000604

**Capital Improvement Program Contract and Purchase Order Ratification List
January 28, 2023 – February 17, 2023**

In accordance with Board Resolutions #13-10/11 and 14-10/11, the following public works transactions were procured in compliance with the California Uniform Public Construction Cost Accounting Act (CUPCCAA) per PCC §220000 et seq.

CUPCCAA POs from \$5,000 – \$200,000			
PO #	Vendor	Description	Amount
23000585	Botsford Construction Inc	04117 Misc. Improvements (SAN)	\$6,080.00

In accordance with BP/AP 6330—Purchasing and Contracts, the following transactions were procured using various methods of award. This may include solicitation of at least three (3) competitive written quotes, pre-existing contracts, or negotiation to provide maximum value to the district.

POs from \$25,000			
PO #	Vendor	Description	Amount
	No Entries This Period		

In accordance with BP/AP 6330—Purchasing and Contracts, the following transactions were procured using various methods of award. This may include solicitation of at least three (3) competitive informal quotes (e.g. telephone quotes), pre-existing contracts, or negotiation to provide maximum value to the district.

POs from \$10,000 – \$24,999			
PO #	Vendor	Description	Amount
23000587	Diegoview LLC	04216 Documentation Services (OC)	\$12,662.00

In accordance with BP/AP 6330—Purchasing and Contracts, the following transactions were procured using various methods of award. This may include use of pre-existing contracts or negotiation to provide maximum value to the district.

POs from \$0 – \$9,999			
PO #	Vendor	Description	Amount
23000586	Botsford Construction Inc	04108 Misc. SAN Swing Space Improvements (SAN)	\$4,980.00
23000345	Diversified Business Solutions Inc	04216 Relocation of writing center copy machine (OCN)	\$175.00

In accordance with Public Contract Code Sections 20651, 20655, 20659, Education Code Section 81656, and Board Agenda Item VIII.L (12/9/15), the following transactions were entered into and approved by the vice president, administrative services.

Change Orders			
PO #	Vendor	Description	Amount
23000345	Diversified Business Solutions Inc	04216 Change Order 1 (OCN)	\$150.00
22004393	San Diego County Office of Education	04244 Change Order 2 (OCN)	\$762.00

In accordance with Public Contract Code Sections 20651, 20655, 20659, Education Code Section 81656, and Board Agenda Item VIII.L (12/9/15), the following transactions were entered into and approved by the vice president, administrative services.

Construction Contract Change Orders			
PO #	Vendor	Description	Amount
22003301	Caliba Inc	04207 Change Order 11 (OCN)	\$122,648.00
22003304	Balfour Beatty Construction LLC	04210 Change Order 17 (OCN)	\$85,000.00
22003297	Balfour Beatty Construction LLC	04204 Change Order 17 (OCN)	\$42,896.88
22003404	Balfour Beatty Construction LLC	04215 Change Order 8 (OCN)	\$16,363.52

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item IX.I (10/19/17); and other applicable law, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-17-001 is \$35,593,000.

MM-17-001 – Architectural and Engineering Services Task Orders			
PO #	Vendor	Description	Amount
	No Entries This Period		

MM-17-001 – Architectural and Engineering Services Task Change Orders			
PO #	Vendor	Description	Amount
	No Entries This Period		

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item IX.J (10/19/17); and other applicable law, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-17-002 is \$4,300,000.

MM-17-002 – Geotechnical Engineering Task Orders			
PO #	Vendor	Description	Amount
	No Entries This Period		

MM-17-002 – Geotechnical Engineering Task Change Orders			
PO #	Vendor	Description	Amount
	No Entries This Period		

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item IX.K (10/19/17); and other applicable law, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-17-001 is \$1,200,000.

MM-17-003 – Civil Engineering Task Orders			
PO #	Vendor	Description	Amount
	No Entries This Period		

MM-17-003 – Civil Engineering Task Change Orders			
PO #	Vendor	Description	Amount
	No Entries This Period		

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item VIII.K (06/13/19); and other applicable law, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-19-012 is \$2,252,892.

MM-19-012 – Commissioning Services Task Orders			
PO #	Vendor	Description	Amount
	No Entries This Period		

MM-19-012 – Commissioning Services Task Change Orders			
PO #	Vendor	Description	Amount
	No Entries This Period		

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item VIII.L (06/13/19); and other applicable law, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-19-013 is \$6,663,954.

MM-19-013 – Inspector of Record Task Orders			
PO #	Vendor	Description	Amount
	No Entries This Period		




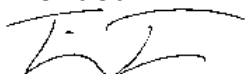
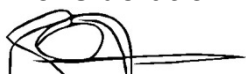
MM-19-013 – Inspector of Record Task Change Orders			
PO #	Vendor	Description	Amount
	No Entries This Period		

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item VIII.M (06/13/19); and other applicable law, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-19-014 is \$6,193,914.

MM-19-014 – Special Inspection Task Orders			
PO #	Vendor	Description	Amount
	No Entries This Period		

MM-19-014 – Special Inspection Task Change Orders			
PO #	Vendor	Description	Amount
	No Entries This Period		

			Total Contract Expenditures: \$291,717.40
Ratify purchase orders — 23000345, 23000587			
Ratify purchase orders (Task Orders) — N/A			
Ratify purchase orders (Contracts) — 23000585-23000586			

Subject: Public Hearing: 4 p.m. – Consider Approval of Energy Service Contract with Johnson Controls, Inc.	Attachment: None
Category: Public Hearing	Type of Board Consideration Information Consent  Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported:  Goal 1 Goal 2 Goal 3  Goal 4
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND



The board will consider approval of an energy service contract with Johnson Controls, Inc., for the installation of solar generating equipment to implement energy savings measures at the District’s Community Learning Center and MiraCosta College, San Elijo Campus. At the Board of Trustees meeting, the board will conduct a public hearing on and consider a Resolution to adopt findings required by Government Code §4217.12 (“4217 Resolution”) describing the anticipated energy cost savings and other benefits that will accrue to the district if the board approves the energy service contracts with Johnson Controls, Inc. The 4217 Resolution, energy services contract and supporting documents will be included with the board’s public agenda for the March 16, 2023, board of trustees meeting.

STATUS

Notification of dates and locations at which the proposed energy service contract may be inspected by the public and the date, time, and location of the public hearing has been published in accordance with the applicable Education Code sections. The public hearing on the proposed energy service contract will occur no earlier than 4 p.m. and as close to 4 p.m. as the business of the board permits.

RECOMMENDATION

For information only.

<p>Subject:</p> <p>Adopt Resolution 11-22/23: Authorizing Energy Conservation Services Agreement (Government Code §4217.12) and Approval of Energy Conservation Services Agreements with Johnson Controls, Inc.</p>	<p>Attachment:</p> <ul style="list-style-type: none"> • Resolution No. 11-22/23 Authorizing Energy Services Agreement • Johnson Controls, Inc. Contract for Energy Conservation Services • Johnson Controls, Inc. Planned Services and On-Call Repair Services Agreement
<p>Category:</p> <p>Action Items</p>	<p>Type of Board Consideration:</p> <p>Information Consent <input checked="" type="checkbox"/> Action</p>
<p>Institutional Goals:</p> <p>mcc_mission_statement.pdf (miracosta.edu)</p>	<p>Institutional Goal Supported:</p> <p><input checked="" type="checkbox"/> Goal 1 Goal 2 Goal 3 <input checked="" type="checkbox"/> Goal 4</p>
<p>Recommended:</p> <p></p> <hr/> <p>Tim Flood Assistant Superintendent/Vice President, Administrative Services</p>	<p>Approved for Consideration:</p> <p></p> <hr/> <p>Sunita V. Cooke, Ph.D. Superintendent/President</p>

BACKGROUND

Electrical service at the district’s San Elijo campus and Community Learning Center (“CLC”) is presently served by SDG&E and Constellation Energy. District staff has engaged in a comprehensive review of measures that the district can implement at the San Elijo campus and CLC which: (i) reduce costs of power purchases from SDG&E and Constellation Energy; (ii) increase use of power generated by renewable resources; and (iii) are cost effective. District staff have concluded that installation of photovoltaic solar generating facilities (“Solar Project”) at the San Elijo Campus and the CLC will achieve these objectives.

District staff secured competing proposals from Johnson Controls, Inc. and Fore Front Energy for completing design, installation and service of the Solar Project. The proposal Johnson Controls, Inc. submitted provides the district with the best value combination of solar generating capacity, energy consumption cost reduction and installation costs. The contract attached to this report (“Solar Project Contract”) between the district and Johnson Controls, Inc. is derived from the proposal.

STATUS

The Solar Project contract calls for installation of photovoltaic generating panels at the CLC on the main building rooftop and the parking CLC parking lot. At the San Elijo Campus, photovoltaic generating panels will be installed in Parking Lot SAN 2. The CLC solar generating capacity is 189.6kW(DC), and the San Elijo solar generating capacity is 560kW(DC). The generating capacity

at the CLC and the San Elijo Campus will result in production of 75 percent of the electrical consumption each site.

The aggregate costs under the Solar Project contract to design and install the Solar Project is \$2,688,905.01, with \$1,827,020.17 allocated for the San Elijo campus and \$861,884.84 allocated for the CLC. The energy savings forecast by implementing the Solar Project is:

Site	Baseline Electrical Energy Use (kWh)	Baseline Electrical Energy Expense	Post Installation Electrical Energy Use (kWh)	Post Installation Electrical Energy Expense	Forecasted Electrical Energy Savings (kWh)	Forecasted Electrical Energy Savings (Percent kWh)	Forecasted Energy Savings	Forecasted Electrical Savings (Percent)
CLC	376,791	\$123,461	72,184	\$54,325	304,607	81percent	\$69,136	56 percent
San Elijo	729,158	\$187,395	172,815	\$90,696	556,343	76 percent	\$96,699	52 percent
Totals	1,105,949	\$310,856	244,999	\$145,021	860,950	78 percent	\$165,835	53 percent

The Agreement for Planned Services and On-Call Repair Services (“Maintenance Agreement”) attached to this report is for a term of five years after completing construction of the Solar Project. The maintenance agreement incorporates services required to operate and maintain the Solar Project. The maintenance agreement includes a guarantee of Johnson Controls, Inc. that the electrical output generated by the Solar Project will be in accordance with the expected generated capacity at the CLC and the San Elijo Campus.

An energy conservation project and contract are authorized under Government Code §4217.10 when the cost of design, construction, and operation of the energy conservation facility, or both, as required by the contract, are projected to be available from revenues resulting from funding that otherwise would have been used for purchase of electrical energy from SDG&E and Constellation Energy. The Solar Project and the Solar Project contract/maintenance agreement meet these criteria as described in Resolution No. 11-22/23. The district posted notice of the board of trustees meeting to consider proceeding with the Solar Project and award of the contracts for the Solar Project Contract/Maintenance Agreement to Johnson Controls, Inc.

The Solar Project and the contracts for the Solar Project support the district’s Institutional Goals:

Goal One (provide equitable access, enhance student success, and close equity gaps)

Sustainable implementation of resources promoting diversity, equity and inclusion is an objective of Goal 1. Resources to implement diversity, equity and inclusion objectives, ranging from student services to computer lab services all require electrical power. The Solar Project provides the district with the opportunity to meet electrical power needs by generating power through a sustainable resource.

Goal Four (demonstrate responsible stewardship and sustainability of college and community resources)

The Solar Project meets the sustainable recovery objective of Goal 4 by migrating the district’s electrical energy consumption away from fossil fuel generated energy to sustainable energy generation by the renewal resource of solar power.

The Solar Project facilitates and supports the development of campus/site awareness of the critical importance of sustainable practices and the value of implementing sustaining measures. The Solar Project demonstrates district leadership by example.

The Solar Project will meet legislative/regulatory mandates/recommendations for: (i) energy conservation; and (ii) utilization of energy generated by sustainable renewable resources.

The Solar Project meets long term sustainability plans with the effect of reducing reliance on fossil fuel generated power. The Solar Project meets long term objectives for district fiscal stability by reducing increasing costs of electrical service through utility service provides.

Resolution No. 11-22/23, attached and subject to board approval, will authorize the Solar Project and approval of the contracts for the Solar Project.

RECOMMENDATION

The following actions are recommended:

- Approve Resolution No. 11-22/23: Authorizing Energy Conservation Services Agreement (Government Code §4217.12) and Approval of Energy Conservation Services Agreements with Johnson Controls, Inc.
- Approve the Solar Project Contract/Maintenance Agreement with Johnson Controls, Inc.

**MIRACOSTA COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 11-22/23**

**FINDINGS RE: ENERGY CONSERVATION PROJECT AND AUTHORIZATION TO ENTER INTO
ENERGY SERVICES CONTRACT AND RELATED CONTRACTS WITH JOHNSON CONTROLS, INC.
(GOVERNMENT CODE §§4217.10 ET SEQ.)**

WHEREAS, MiraCosta Community College District (“District”) is a public agency as that term is defined in Government Code §4217.11(j).

WHEREAS, the provisions of Government Code §§4217.10 et seq. authorize a public agency to enter into an energy service contract for an energy conservation facility upon terms in the best interest of the District, provided that certain findings are made by the District’s Board of Trustees in connection with such an energy service contract.

WHEREAS, the scope of an energy conservation facility under Government Code §§4217.11 includes alternate energy equipment for production or conversion of energy from alternate sources as its primary fuel source, including solar.

WHEREAS, District staff has evaluated implementation of energy conservation measures at the District’s Community Learning Center (“CLC”) and MiraCosta College, San Elijo Campus (“San Elijo Campus”) to serve electrical power requirements at the CLC and the San Elijo campus while at the same time meeting the following objectives:

- (i) Reduce on-going operational expenses for securing electrical power service for the CLC and the San Elijo Campus from San Diego Gas & Electric and/or Constellation Energy;
- (ii) Increase the use of electrical power produced by renewable resources at the CLC and the San Elijo Campus by 25%;
- (iii) Produce at least 75% of the electrical energy consumption at the CLC and the San Elijo Campus.

WHEREAS, District staff have evaluated a variety of different alternative means of implementing energy conservation measures at the CLC and the San Elijo Campus.

WHEREAS, District staff has concluded that the energy conservation facilities at CLC and the San Elijo Campus described below (“the ESA Project”) provides the District with the most suitable energy conservation facility:

- CLC: Parking lot photovoltaic solar shade structure electrical generating systems; and Photovoltaic solar generating panels on the rooftop of the Main Building

- San Elijo Campus: Parking lot photovoltaic solar shade structure electrical generating systems in parking lot SAN 2

WHEREAS, District staff has determined that the ESA Project scope consisting of photovoltaic solar generating equipment with a 189.6 kW (DC) capacity at the CLC and photovoltaic solar generating facilities with a 371 kW (DC) capacity at the San Elijo Campus will meet the energy conservation measures objectives described above and provides the District with the best value when electrical power generation and installation costs are considered.

WHEREAS, District staff evaluated potential vendors/contractors capable of completing the ESA Project, taking into account factors relating to design and installation services of photovoltaic solar generating equipment and systems who meet the criteria of: (i) prior public agency photovoltaic energy generating system design and installation; (ii) existing staff and operational resources

sufficient to complete procurement and installation photovoltaic energy operating equipment; (iii) client satisfaction; (iv) sufficient financial capacity; and (v) willingness to commit resources to assist in developing specific scope of an energy conservation facility.

WHEREAS, District staff has identified Johnson Controls, Inc. as the vendor/contractor meeting the criteria set forth above.

WHEREAS, if the ESA Project is subject to compliance with the California Environmental Quality Act (CEQA), the District will comply prior to commencement of the ESA Project; if the ESA Project is not subject to CEQA compliance, the District will comply with legal and regulatory requirements to establish that the ESA Project is a categorical exemption to CEQA Compliance.

WHEREAS, Government Code §4217 et seq. authorizes the District to enter into an Energy Services Contract for the ESA Project on terms that the Governing Board determines is in the best interests of the District if the determination is made at a regularly scheduled public hearing, public notice of which was given at least two (2) weeks in advance of the scheduled public hearing; the District has posted public notice of the public hearing relating to the Energy Services Contract for the ESA Project.

NOW THEREFORE, THE BOARD OF TRUSTEES OF THE MIRACOSTA COMMUNITY COLLEGE DISTRICT DOES HEREBY RESOLVE, DETERMINE AND ORDER THE FOLLOWING RESOLUTIONS ARE ADOPTED:

RESOLVED, all of the foregoing Recitals are true and correct and all the foregoing Recital are incorporated herein by this reference.

FURTHER RESOLVED, that the Board of Trustees finds that the anticipated cost to the District to design, construct, operate, and maintain the ESA Project at the CLC and the San Elijo Campus is less than the cost for the District to obtain other equivalent electrical service to serve the CLC and the San Elijo Campus.

FURTHER RESOLVED, that the Board of Trustees has determined that the written agreements entitled "Contract" and "Planned Services and On-Call Repair Services Agreement" between the District and Johnson Controls, Inc., copies of which have been submitted to the Board of Trustees, incorporate terms and conditions that establish the requirements for the photovoltaic energy generating facilities at the CLC and the San Elijo Campus which are in the best interests of the District.

FURTHER RESOLVED, the district's Superintendent/President, or such District employee as she may designate, is hereby authorized to execute the Contract and the Planned Services and On-Call Repair Services Agreement on behalf of MiraCosta County Community College District and to take all other measures necessary or appropriate to implement the Contract and the Planned Services and On-Call Repair Services Agreement.

ADOPTED, SIGNED AND APPROVED this 16th day of March 2023.

BOARD OF TRUSTEES OF THE
MIRACOSTA COMMUNITY COLLEGE DISTRICT

By: _____

Frank Merchat,
President, Board of Trustees

Attest:

By: _____

Sunita V. Cooke, Ph.D.,
Secretary, Board of Trustees

STATE OF CALIFORNIA)
)ss
SAN DIEGO COUNTY)

I, Sunita V. Cooke, Ph.D., do hereby certify that the foregoing is a true and correct copy of Resolution No. 11-22/23, which was duly adopted by the Board of Trustees of the MiraCosta Community College District at a meeting thereof held on the 16th day of March 2023, and that it was so adopted by the following vote:

AYES:

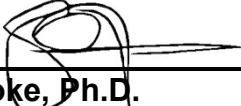
NOES:

ABSENT:

ABSTENTIONS:

By _____

Sunita V. Cooke, Ph.D.,
Superintendent/President

Subject: Approve Submission of 2023 California Community Colleges Trustee Board Election Ballot	Attachment: 2023 CCCT Board Election Candidates
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: ✓ Goal 1 ✓ Goal 2 ✓ Goal 3 ✓ Goal 4
Category: Action Items	Type of Board Consideration: Information Consent ✓ Action
	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The official ballot of the 2023 California Community College Trustee (CCCT) board election must be signed and returned to the Community College League of California office no later than April 25, 2023. Sixteen candidates are running for the nine open positions on the CCCT board this year.

STATUS

The board of trustees must take action to approve submitting an election ballot for the MiraCosta Community College District. Each board member is asked to choose nine candidates on the draft ballot, which must be returned to the superintendent/president no later than April 21, 2023. These votes will be tallied, and the top nine candidates will be submitted on the official CCCT ballot.

The statements of candidacy for the nine candidates can be reviewed at [2023_ccct_election_packet.pdf \(ccleague.org\)](http://2023_ccct_election_packet.pdf(ccleague.org)).

RECOMMENDATION

Approve submission of 2023 California Community College Trustee board election ballot.



COMMUNITY COLLEGE LEAGUE OF CALIFORNIA



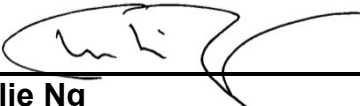

2023 CCCT BOARD ELECTION CANDIDATES LISTED IN SECRETARY OF STATE'S RANDOM DRAWING ORDER OF DECEMBER 15, 2022

VOTING WILL TAKE PLACE VIA EBALLOT

SELECT NO MORE THAN NINE (9) CANDIDATES

1. Barry Snell, Santa Monica CCD *
2. Mary Strobridge, San Luis Obispo County CCD
3. Loren Steck, Monterey Peninsula CCD *
4. Suzanne Lee Chan, Ohlone CCD *
5. Marisa Perez, Cerritos CCD *
6. Marcia Milchiker, South Orange County CCD
7. Deana Olivares-Lambert, Chaffey CCD
8. Barbara Dunsheath, North Orange County CCD *
9. Jonathan Abboud, Santa Barbara CCD
10. Hortencia Armendariz, Imperial CCD
11. Roberto Rodriguez, Palomar CCD
12. Carmen Ramirez, Merced CCD *
13. Milton Richards, Yosemite CCD
14. Michael Rives, Antelope Valley CCD
15. Andra Hoffman, Los Angeles CCD *
16. Gregory Hanna, Siskiyou CCD

* Incumbent

Subject: Ratify MiraCosta Community College District Classified Employee Manual	Attachment: MiraCosta Community College District Classified Senate Employee Manual
Category: Action Items	Type of Board Consideration: Information Consent Action 
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 Goal 2 Goal 3  Goal 4
Recommended:  <hr/> Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND





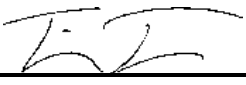

During the spring of 2023, the district engaged in collegial negotiations via the meet and confer process with the Classified Senate pursuant to Board Policy 7140.

STATUS

The district’s negotiators and the Classified Senate have met and conferred regarding changes to the Employee Manual, which were subsequently ratified by the Classified Senate. The Classified Senate Employee Manual is available at the link above, and a copy is on file with the secretary of the board of trustees.

RECOMMENDATION

Ratify MiraCosta Community College District Classified Employee Manual, as stated above.

Subject: Adopt Resolution No. 9-22/23 to Provisionally Withdraw Membership in the San Diego County Risk Management Worker's Compensation Joint Powers Authority Prior to March 31, 2023	Attachment: Adopt Resolution No. 9-2022/2023 to Provisionally Withdraw Membership in the San Diego County Risk Management Worker's Compensation Joint Powers Authority Prior to March 31, 2023
Category: Action Items	Type of Board Consideration: Information Consent  Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 Goal 2  Goal 3 Goal 4
Recommended:  <hr/> Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

MiraCosta Community College District has been a permissible self-insured public entity for workers' compensation as a member of the San Diego County Risk Management Joint Powers Authority (SDJPA). Human Resources and Administrative Services have explored different workers' compensation programs. The overall fiscal impact of changing programs will not be known until further evaluation is completed.

STATUS

Human Resources and Administrative Services have evaluated the current program and determined it is in the best interest of the district to explore options. The goal is to reduce workers' compensation risk and long-term costs.

To evaluate options, the district must provide a provisional notice of withdrawal to the SDJPA prior to March 31, 2023. This approval will allow full evaluation by the district before final withdrawal notice is due May 31, 2022, for the 2023/24 fiscal year.

RECOMMENDATION

Adopt Resolution No. 9-22/23 to submit Provisional Notice of Intent to Withdraw from the San Diego County Risk Management Worker's Compensation Joint Powers Authority prior to March 31, 2023.

**MIRACOSTA COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 9-22/23**

RESOLUTION OF THE BOARD OF TRUSTEES OF MIRACOSTA COMMUNITY COLLEGE DISTRICT DECLARING PROVISIONAL WITHDRAWAL OF MEMBERSHIP IN THE SAN DIEGO COUNTY RISK MANAGEMENT WORKERS' COMPENSATION JOINT POWERS AUTHORITY

On motion of member _____, seconded by member _____, the following resolution is approved:

WHEREAS, California community college district have determined there is a need for workers' compensation coverage by combining their respective efforts to establish, operate and maintain a Joint Powers Agency for workers' compensation coverages; and

WHEREAS, Title I, Division 7, Chapter 5, Article I (Section 6500 et seq.) of the Government Code of the State of California authorizes joint exercise by two or more public agencies of any power common to them,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Mira Costa Community College District declares its provisional notice of intent to withdraw membership in the San Diego County Schools Risk Management Workers Compensation Joint Powers Authority prior to March 31, 2023.

PASSED AND ADOPTED by the Governing Board of the MiraCosta Community College District at One Barnard Drive, Oceanside, CA 92056, on the 16th day of March 2023, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____ ABSTENTIONS: _____

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO)

I, Sunita V. Cooke, Secretary of the Board of Trustees of Mira Costa Community College District, Oceanside (or San Diego County), California, do hereby certify that the foregoing is a full, true and correct copy of a resolution adopted by said board at the regularly scheduled and conducted meeting held at the time and place stated, which resolution is on file and of record in the office of said board.

Sunita V. Cooke, Ph.D.
Superintendent/President Secretary of Board of Trustees

Subject: Adopt Resolution No. 10-22/23 to Provisionally Withdraw Membership in the San Diego County Property and Liability Joint Powers Authority Prior to March 31, 2023	Attachment: Resolution No. 10-22/23 to declare Provisional Withdrawal of Membership in the San Diego County Property and Liability Joint Powers Authority Prior to March 31, 2023				
Category: Action Items	Type of Board Consideration: <table style="width:100%; border:none;"> <tr> <td style="text-align:center;">Information</td> <td style="text-align:center;">Consent</td> <td style="text-align:center;">Action </td> </tr> </table>	Information	Consent	Action	
Information	Consent	Action			
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <table style="width:100%; border:none;"> <tr> <td style="text-align:center;">Goal 1</td> <td style="text-align:center;">Goal 2</td> <td style="text-align:center;">Goal 3 </td> <td style="text-align:center;">Goal 4</td> </tr> </table>	Goal 1	Goal 2	Goal 3	Goal 4
Goal 1	Goal 2	Goal 3	Goal 4		
Recommended: <hr style="border:none; border-top:1px solid black;"/> Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration: <hr style="border:none; border-top:1px solid black;"/> Sunita V. Cooke, Ph.D. Superintendent/President				
Recommended: <hr style="border:none; border-top:1px solid black;"/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration: Sunita V. Cooke, Ph.D. Superintendent/President				

BACKGROUND

MiraCosta Community College District has been a permissible self-insured public entity for property and liability as a member of the San Diego County Risk Management Joint Powers Authority (SDJPA). Human Resources and Administrative Services have explored different property and liability programs. The overall fiscal impact of changing programs will not be known until further evaluation is completed.

STATUS

Human Resources and Administrative Services have evaluated the current program and determined it is in the best interest of the district to explore options. The goal is to reduce property and liability risk and long-term costs. To evaluate options, the district must provide a provisional notice of withdrawal to the SDJPA prior to March 31, 2023. This approval will allow full evaluation by the district before final withdrawal notice is due May 31, 2023, for the 2023/24 fiscal year.

RECOMMENDATION

Adopt Resolution No. 10-22/23 to submit Provisional Notice of Intent to Withdraw from the San Diego County Property and Liability Joint Powers Authority prior to March 31, 2023.

**MIRACOSTA COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 10-22/23**

RESOLUTION OF THE BOARD OF TRUSTEES OF MIRACOSTA COMMUNITY COLLEGE DISTRICT DECLARING PROVISIONAL WITHDRAWAL OF MEMBERSHIP IN THE SAN DIEGO COUNTY RISK MANAGEMENT PROPERTY & LIABILITY JOINT POWERS AUTHORITY(JPA)

On motion of member _____, seconded by member _____, the following resolution is approved:

WHEREAS, community college districts have determined there is a need for affordable Property and Liability coverages by combining their respective efforts to establish, operate and maintain a Joint Power Agency for Property and Liability coverages; and

WHEREAS, Title I, Division 7, Chapter 5, Article I (Section 6500 et seq.) of the Government Code of the State of California authorizes joint exercise by two or more public agencies of any power common to them,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Mira Costa Community College District declares its provisional notice of withdrawal from the San Diego County Risk Management Property & Liability Joint Powers Authority prior to March 31, 2023.







PASSED AND ADOPTED by the Governing Board of the MiraCosta Community College District at One Barnard Drive, Oceanside, CA 92056, on the 16th day of March 2023, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____ ABSTENTIONS: _____

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO)

I, Sunita V. Cooke, Secretary of the Board of Trustees of Mira Costa Community College District, Oceanside (or San Diego County), California, do hereby certify that the foregoing is a full, true and correct copy of a resolution adopted by said board at the regularly scheduled and conducted meeting held at the time and place stated, which resolution is on file and of record in the office of said board.

Sunita V. Cooke, Ph.D.
Superintendent/President
Secretary of Board of Trustee

Subject: Board Policy 2105 – Election of Student Trustee	Attachment: Board Policy 2105 – Election of Student Trustee
Category: Board Policies – Periodic Review	Type of Board Consideration:  Information Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported:  Goal 1  Goal 2  Goal 3  Goal 4
	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Board policies and administrative procedures receive periodic review. New board policies and revisions to board policies are presented to the board of trustees for review and approval.

STATUS

Revisions to Board Policy Board Policy 2105 – Election of Student Trustee have been approved by College Council, and the policy is now presented for a first reading by the board of trustees.

Administrative Procedure 2105 is included for reference only.

RECOMMENDATION

Adopt Board Policy 2105.

~~The student trustee shall be elected by a plurality vote of those voting in a regular election of the student body in accordance with procedures prescribed by the Board of Trustees no later than May 1 of each year. The term of office shall be one year, with the successful candidate assuming office no later than the day after commencement through the following commencement day.~~

The student trustee shall be elected by all the students of the student body in a general election held for that purpose in accordance with procedures prescribed by the Board of Trustees. Normally an election will be held in the Spring semester so that the office is filled by June 1 of each year. The term of office shall be one year, with the successful candidate assuming office no later than the day after commencement through the following commencement day. The student trustee may be recalled by all the students of the student body in an election held for that purpose in accordance with administrative procedures established by the superintendent/president.

- A. ~~Special elections shall be held if the office becomes vacant by reason of the~~ resignation, recall, or disqualification of an elected student trustee, or ~~by~~ for any other reasons. Special elections shall be held within thirty (30) days after notice of the vacancy comes to the attention of the superintendent/president.
- B. Candidates for the position may nominate themselves or be nominated by others by the filing of an application certifying that the candidate is eligible for service under the criteria set forth in California law and these policies. Procedures for recall and election of a new student trustee shall be contained in the constitution and ~~codes~~ bylaws of the Associated Student Government of MiraCosta College. The election will be conducted in accordance with administrative procedures established by the superintendent/president.

See Administrative Procedure 2105, Election of Student Trustee, and Administrative Procedure 2015, Student Trustee.

MiraCosta Community College District

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Adoption History: 3/2/10, 10/26/16
 References: Education Code §§72023.5, 72103
 Associated Student Government Constitution
 Board Policy 2015, Student Trustee
 CCLC Update: #24, 4/14
 Steering: VPSS/N/A

The student trustee shall be elected by a plurality vote during a regular election in which all members of the student body may vote. Normally, the election will be conducted during the spring semester and will be completed in time for the student trustee to take office on June 1.

The office shall become vacant if the student trustee becomes ineligible for the office, resigns, is recalled, is incapacitated, or for serious health reasons is unable to serve. If the seat becomes vacant during their term, the governing board may authorize the officers of student body associations established pursuant to Education Code Section 76060 to appoint a student to serve the remainder of the term in accordance with procedures established by the governing board.

The students enrolled in the MiraCosta Community College District reserve the right to recall the student trustee for cause other than the qualifications outlined in AP 2015 and elect a new student trustee. Procedures for recall and election of a new student trustee shall be contained in the constitution and codes of the Associated Student Government of MiraCosta College.

The student trustee may be declared in abandonment of office by the board president and removed from office by the board if they fail to attend three consecutive, regularly scheduled Board of Trustees meetings for other than good cause.

If any of the qualifications listed in AP 2015 are not met during the student trustee's term of office, they may be removed from office by the Board of Trustees.

The student trustee may be recalled as follows:

The student trustee may be recalled in an election conducted in the same manner as the election to office. An election will be called upon presentation to the superintendent president of a petition signed by at least twenty percent of the students enrolled at the time of filing the petition. No recall election will be held if the petition is received within thirty days of a regularly scheduled election for student trustee.



A vacancy due to abandonment of office or ineligibility for office may be filled by the students enrolled in the district, as follows:

Upon notice to the superintendent/president that a vacancy has occurred, the superintendent/president shall within thirty days call a special election. No special election will be called if the vacancy occurs within thirty days of a regularly scheduled election for student trustee.

MiraCosta Community College District

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Effective Date: 3/2/10, 9/2/16, 11/3/22
 References: Education Code §§72023.5, 72103
 Associated Student Government Constitution
 Board Policy 2015, Student Trustee
 CCLC Update: -
 Steering: VPSS / N/A

Subject: Office of Administrative Services Board Report	Attachment: None
Category: College-Related Reports	Type of Board Consideration: ✓ Information Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: ✓ ✓ ✓ ✓ Goal 1 Goal 2 Goal 3 Goal 4
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

Office of Administrative Services

Work continues on the Facilities Plan update. The Campus Advisory Committee, along with other key faculty, staff, students, and administrators, are working closely with consultants to review and update the plan with a look at future needs and space flexibility. A faculty, staff, and student survey to gather feedback on facilities needs was sent out in mid-February. Integrated throughout the Facilities Plan will be a focus on sustainability efforts and the district’s work towards meeting the Chancellor’s Office Climate Action and Sustainability Goals. The office is working on several sustainability projects and has recently concluded work on a memorandum of understanding with Johnsons Controls, Inc. related to alternative energy systems. The office, with input from the Campus Advisory Committee, is also updating the district’s furniture and campus wayfinding standards.

The office continues to support the Student Conduct/Police Advisory Committee (SCPAC) and the Independent Citizens’ Bond Oversight Committee (ICBOC). The SCPAC meets monthly to review, discuss, and provide feedback on matters related to student conduct and college police, and is composed of faculty, staff, students, and community members. Most recently, SCPAC reviewed its current membership and charter, as well as the Chancellor’s Office Campus Climate and Public Safety regulation reform. The ICBOC and its advisory committees meet monthly to provide oversight on the Measure MM bond program, reviewing both the financials and progress of construction projects related to the bond to ensure funds are spent as outlined by the bond measure. The ICBOC is in the process of reviewing and finalizing their annual report, which provides highlights of the committee’s annual activities and progress on bond projects.

The Academic Information Services (AIS) department underwent a name change to Information Technology Services (ITS), which better aligns with the services it provides to the entire district.

College Police (Val Warner-Saadat, Chief of Police)

Commendations/Retirements

On November 3, 2022, President Biden and Congressman Mike Levin chose MiraCosta College as the location for a get-out-the-vote event. Thousands of community members from around the county attend the event at the Oceanside campus. College Police staff that were able to adjust their schedules worked the event and assured the safety of all those who attended. For an event of this size, additional support was needed; staff members were creative and used recently developed connections to obtain the necessary resources. The event was considered a success, thanks to the active districtwide involvement. The members of MiraCosta College Police Department (MCPD) were commended for their efforts and their professionalism.

In December 2022, Sgt. Benny Perez retired after serving 28 years with MCPD.

Emergency Preparedness Operations

The district's Emergency Operations Plan update has been completed, and training began in March. An Incident Command System (ICS) in-person training was offered at OC, SAN and CLC the first week of March, and tabletop exercises will be conducted at all three sites on March 16 and 17. Training to date has been well-received and will continue on a regular basis.

MCPD staff provided safety presentations at the Child Development Center and Chemistry Department and provided various other classroom/zoom presentations. Additionally, a more efficient system to check and repair emergency call boxes throughout all campuses has been developed and implemented.

Department Procedural and Legal Updates

The department is working with Human Resources to convert all physical paper copies of department personnel background investigation files to the secure Ilinx computer storage program. The department also completed the radio encryption process on January 19, which will now allow the department to communicate with other agencies that have gone encrypted, protecting private information that is transmitted over the radio.

Existing law requires the attorney general to direct local law enforcement agencies to report information relating to hate crimes to the Department of Justice (DOJ), as specified, and requires the department to post that information on a specified internet website on or before July 1 of each year. AB 485 additionally requires local law enforcement agencies to post the information sent to the department on their internet website on a monthly basis. The department is compliant with AB 485 and has monthly reports on hate crimes posted on the College Police website.

The Racial Identity Profiling Act (RIPA) Board recently passed new reporting requirements for Stop Data collection. Some of these changes added fields to reason for stop, actions taken, basis for search and seizure, and result of stop. The department's Computer Aided Dispatch (CAD) vendor, Sunridge, is aware of these changes, and has already made the necessary updates to be compliant. The department is currently in phase 3 of development and is waiting for the DOJ to open the training repository to allow for the submission of test records to confirm

they are transmitting correctly. Law enforcement agencies must implement these changes by January 1, 2024.

Campus Outreach

- Officers serve on the Abilities Awareness Planning Committee.
- College Police will participate in the Student Equity department's Superhero Event at the Student Center Pavilion.
- The department is working with MCC students interested in creating a safety club and a future safety presentation.
- The department continues to assist with college sponsored events such as the Farmer's Market, Club Rush, Vaccine Clinics/ MCC Welcome week activities.
- A grant application to cover the cost of two e-bikes and training for up to eight MCPD staff members was submitted. Use of e-bikes will allow the officers to effectively patrol the campus, respond quickly to any emergency, and become more approachable on the bike versus patrolling in a vehicle.

Training

- Members of the College Police are participating in Asian Pacific Islander Desi American (APIDA) Ally Training, Black Community Allied Training (BLCAT) and Ability Allied Training.
- Legal updates are continuously conducted during department meetings to go over new and pending legislation that affects law enforcement and records.
- Attended San Diego County Training Managers meeting – discussions of future class of "Law Enforcement on the Stand".
- Updates to SB-2 for background investigators and updated training.
- Attended Regional DETAC Meeting – presentation from district attorneys regarding documentations in reports; updated training video about positional asphyxiation; prosecution rates with cases involving use of force.
- Attended the Basic Needs Advocate Training.
- All officers are scheduled to attend Advanced Officer perishable skills training with the Oceanside Police Department in April and May. Training is required every two years by California Peace Officer Standards and Training (P.O.S.T.).
- On March 14, 2023, MCPD officers will attend departmental training for building searches, high-risk vehicle stops, and armed individual de-escalation. The officers will experience several interactions, and instructors will provide a briefing after each incident consistent with Department Policies and Procedures.
- In December 2022, MCPD officers and non-sworn patrol personnel attended force option simulator training known as MILO. Officers were faced with multiple de-escalation scenarios during the training and ultimately tasked with completing a full police report based on the outcome of one of the training scenarios.
- Attended ICS Training.
- Review and revising of department policy.
- Oversaw the training of the new part-time officer.

Facilities (Tom Macias, Director)

Non-Capital Improvement Program Project Updates

- Submitted revised space inventory plan and 5-year scheduled maintenance plan to the state Chancellor's Office.
- Finalizing construction plans for the new lighting control system to replace the old system at B2000 theater. Pending DSA approval and bidding of the project. Construction planned for summer 2023.

- Completed construction plan documents and received City of Carlsbad approval for the TCI project. Project has been bid out and is expected to be board approved and begin construction in spring 2023.
- Completed construction plan documents for SAN 800 modernization that will be funded with state scheduled maintenance funds. The project is pending DSA and board approval for an anticipated construction start in late spring 2023.
- Installed new and additional solar cross walk indicators at the Oceanside Campus.
- Continued work on correcting accessibility deficiencies noted on the 2021 Office of Civil Rights audit of the Oceanside campus. Expected completion fall 2023.
- Building 700 (maintenance building) modernization is in progress and being worked on in phases. This work is being funded with state scheduled maintenance funds.
- Started working on Facilities Plan update with the Campus Advisory Committee.
- Obtained cost estimates for the installation of solar photovoltaic panels for CLC, SAN and OC.

Capital Improvement/Measure MM Program Project Updates

Facilities and Kitchell Project Management office conducted an annual semester outreach presentation to students in the MiraCosta College Design Department's project management course.

Oceanside

- Completed Oceanside B1000 Administration Building Renovation project. Final punch list work continues; expected to be completed late spring 2023.
- Health and Wellness Hub: New Gym, KHAN and Allied Health buildings are in various stages of construction. Heyden Hall is in the mechanical, electrical, and plumbing rough in stage. Roofing and exterior glass installation continues. The gym and KHAN buildings have structural steel being installed, roof decking and exterior wall framing are in progress.
- New Student Services Building is in construction with interior framing and mechanical/electrical and plumbing rough-in underway.
- New Chemistry and Biotechnology Building is under construction with utility relocation and mass grading and excavation underway.
- Library Renovation project construction is underway with demolition activities.
- Swing Space for the temporary Library occupants was completed and occupants were moved in for the start of spring 2023 semester.
- New Arts/Media Building utility relocation and slope repair activities are in progress. Preliminary grading for the building to begin spring 2023.
- Communications Hub, Equity Village and Student Center Renovation project completed the schematic design phase of design and is now in the design development phase.
- OC Strong Workforce Development classroom is pending DSA certification.
- OC Campus Wayfinding and Signage Design project began in June and design efforts continue.

San Elijo

- The Miscellaneous Enhancements summer scope for B300, B500 and B600 are completed.
- The reclaimed water project construction documents are under review with the Olivenhain Municipal Water District and will go the San Diego County Department of

Health for final review and approval. Planning for contractor prequalification and bid are in progress. Dudek has submitted the environmental CEQA submittal to the California Coastal Commission for their review and approval.

Community Learning Center

- All projects that were scheduled and funded have been completed.

Fiscal Services (Katie White, Director)

Budget and Planning/Business Analysis

The department provides support to new grant budgets and budget amendments on an on-going basis, and held many one-on-one budgets process training, grant process training, and other financial reporting inquiries. The department compiled and submitted quarterly financial reports, and prepared and analyzed the district's mid-year financial status. Review and analysis of the upcoming Workday spring release 2023R2 is underway.

Accounting

Accounting completed all audit requests for the final audit report for both the district and the foundation ledgers. In addition, accounting provided support for the Federal VBOC grant audit. 1099 reports were e-filed and submitted to the IRS. To ensure security and reduce risk, accounting finished a positive pay project with one of our local banks; the banks will validate deposits with the positive pay file before funds are transferred to the depositor's bank account. Positive Pay processes were implemented with the SD County Treasury's bank, JPMorgan Chase Bank (the district's primary bank), when Workday was implemented in 2020. Staff continue to support end-users with drop-in training sessions and one-on-one Zoom training on various Workday procedures.

Cashier's Office

T1098's processes were completed and sent to the third-party vendor to be filed with the IRS and mailed to students; students can also view/print their T1098 forms online. About 50 percent of students opted to pick-up their emergency financial aid checks funded by the HEERF and COVID-19 block grants. This effort was coordinated with the Financial Aid Office and Accounting.

Information Technology Services (Anthony Maciel, Associate VP/Chief Information Systems Officer)

The five-year Technology Plan was approved by the board at the November 2022 meeting. Information Technology Services (ITS), working collaboratively with the Technology Advisory Committee (TAC), is now prioritizing the strategies/initiatives the district will focus on for year one of the plan. ITS completed an extensive IT security questionnaire followed by a second questionnaire, as required by the state chancellor's office. Once the survey data was analyzed, each district received either a low, medium, or high IT security risk grading. MiraCosta received a low IT security risk grade. ITS continues the implementation of an innovative new technology, SuperGlue, working alongside the state Chancellor's Office. This new technology will greatly assist in mitigating the large number of fraudulent applications the California Community College system is receiving. In collaboration with the Instructional Services division, ITS is working towards upgrading eighteen classrooms with HyFlex equipment. The goal is to have these classrooms outfitted with HyFlex technology before the beginning of the fall semester. ITS would like to thank four recent retirees, Karen Brown, Jim Chardi, Debi Lambert, Rose Magyar, for their many years of service and contributions to the district. These

wonderful classified employees had a combined 98 years of service, and we wish them the best in their retirement.

Infrastructure Systems and Application Development (Steve Schultz, Manager)

Application Development

The Application Development team has recently completed several projects, including:

- Digitized the Registered Nursing Program application within SURF. Data is now organized and stored securely within SURF rather than on paper and in various emails and PDFs. Communications and workflow between applicants, program coordinators, and evaluators are now electronic, reportable, and auditable, rather than sent through US Mail, interoffice envelopes, and stored in file cabinets. The first application cycle using the form starts on March 1.
- Completed regulatory updates to the California institutional student information record to integrate the California Dream Act application file formatting with the Federal FAFSA file format.
- Provided technical and software development support for the continuing implementation of Guided Pathways using the CRM TargetX software system. Additional CRM software functionality was implemented to support High School Outreach and Student Onboarding activities and events.
- Enhanced Workday ERP system by implementing Supplier Contracts to better manage controls with specific suppliers and district's procurement policies. Supplier Contracts are now maintained within Workday for better tracking and oversight increasing departmental and district efficiency. Additionally, integrations were made between Workday and one of our banks to verify checks are valid for cashing. These enhancements are instrumental in preventing and eliminating check fraud.
- Completed numerous regulatory compliance MIS submissions, including the MIS Annual Financial Aid report, MIS Annual Fall Employee report, MIS Annual Student Placement report, MIS Annual Student Assessment report, and MIS Annual Student Adult Education Assessment report.
- Applied upgrade module "PUM 27" to the PeopleSoft Student Information System, which contained bug fixes and Financial Aid regulatory updates.

Networking

The Networking team worked with Facilities and the PMO to create a new pathway for fiber optic cables serving College Police and the OC-T200 Swing Space trailers. This new pathway was needed, as the footprint of the new Media/Arts building overlaps with the current conduit and fiber optic pathway. Now that the conduit pathway has been established, the fiber cutover will be completed during off hours to minimize the impact on students and staff.

The networking team also installed the new infrastructure required for the Building OC1000 renovation project. This included programming and installing network switches, wireless networking equipment, and telephones. The team assisted staff as they transitioned into their renovated workspaces.

Systems Engineering and Information Security

The System Engineering and Information Security team has completed several highly complex and extensive projects, including:

- In preparation for the spring semester, successfully provisioning 3,094 new student MS Office 365 email accounts.

- Enhanced and consolidated the district's infrastructure housing the institutional data warehouse.
- Completed and submitted the state chancellor's office security questionnaire.
- Replaced multiple servers, including web servers, file servers, and application servers, to increase security and functionality.
- Updated the district Incident Response Plan to reflect required mandated changes.

Technology Support Services (Abdy Afzali, Manager)

Since October 2022, the Technology Support Services team has procured, configured, deployed, and conducted software updates to approximately 2,530 devices used by students and employees across the district. Additionally, the team has surplus 600 devices.

The team successfully relocated all computers and technological systems from the Swing Space trailers (T210, T220, T230, T250, T260, and T270) to the newly renovated Administration Building, OC1000. In tandem, the team relocated all the computers and technology equipment from the Library and Information Hub Building, OC1200, to the Swing Space trailers now occupied by Library, Librarian Offices, Open Computer Lab, C3 Teaching and Learning, and ITS.

Open Computer Lab

The open computer labs provide access to PC and MAC computers for use by students and community patrons. Thirty-six computers were successfully relocated to the lab in the T210 trailer at the Oceanside Campus before the start of the spring semester and forty computers are available for use at the San Elijo Campus in SAN 205. Black and white and color printing services are also available in the labs.

Assistance is made available to through a variety of means. Lab assistants aid students on course-related work and help community patrons with a variety of issues, while the Online Open Computer Lab aids students through Cranium Café. In total, Technical Support Services provided assistance to 8,584 students in computer labs for the second quarter of 2022/23.

Training Resources

The department continues to provide training resources to the district through workshops, videos, step-by-step guides, and individualized training for departments, groups and individuals. Trainings are provided through online software "how to guides" for more than 17 topics, including over 25 step-by-step videos and over 50 step-by-step guides for software applications ranging from Adobe to SharePoint to Zoom, as well as Onsite S³ (Simple Software Solutions) training workshops which are provided to district employees bi-weekly throughout each semester. As of February 2023, twelve individual trainings, three department trainings, and five group trainings have been successfully provided.

Student Help Desk

The Student Help Desk team provides support and troubleshooting for SURF (e.g., e-forms, adding and dropping classes, viewing class schedules, wait listing, enrollment dates, payments, class search, search and ordering textbooks, transcripts, etc.) and the learning management system Canvas (e.g., discussion boards, media apps, Turnitin, submission of assignments, uploading and/or downloading of files, locating online classes, and navigation in general) for students and district employees. Technical assistance is also provided to students who are unable to access the district's data and online portals. Typical troubleshooting support calls include retrieving account information, password resets and

unlocking accounts, assistance with software updates, and multifactor authentication solutions.

The tables below outline the Student Help Desk requests statistics for the second quarter of the academic year 2022/23, as well as 2021/22 for comparison. There was an increase of 19 percent in the volume of requests from the prior second quarter. A total of 3,944 requests were successfully resolved in the second quarter alone.

Academic Year: 2022/2023 – Second Quarter (October – December 2022)

2022-2023 Fiscal Year Service Request Statistics													
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Annual Total
Calls	705	1711	458	534	718	582	1275	249	0	0	0	0	6,232
Emails	525	1419	1216	563	579	591	1308	381	0	0	0	0	6,582
Chats	179	276	74	141	136	100	129	41	0	0	0	0	1,076
Total	1409	3406	1748	1238	1433	1273	2712	671	0	0	0	0	

Academic Year: 2021/22

2021-2022 Fiscal Year Service Request Statistics													
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Annual Total
Calls	480	1140	563	511	639	649	1395	916	738	695	1477	1372	10,575
Emails	330	564	262	227	345	252	590	436	318	266	563	710	4,863
Chats	264	520	242	212	265	213	471	265	207	221	403	179	3,462
Total	1074	2224	1067	950	1249	1114	2456	1617	1263	1182	2443	2261	

Employee Help Desk

The Employee Help Desk provides a wide range of services, such as account access, software application issues, password assistance, accessing and setting up multifactor security for devices, basic issues with printing, and troubleshooting of issues to district employees on a regular basis. Employees can access assistance by phone, through service tickets and via online chat. The employee help desk successfully resolved over 3,000 service tickets from October to December 2022.

Media Services

The Media Services team has seen an increase in event support and set-up requests including:

- Upgrading existing HyFlex classroom cameras to AI tracking cameras.
- Completing the CLC fire alarm mute project receiving approval from the Fire Marshall.
- Finishing the CLC Community Room touch panel programming project and the building lobby speaker integration.
- Updating the technology equipment in two San Elijo classrooms (SAN1000).
- Surplusing audiovisual equipment throughout the district.
- Collaborating with Spectrum to finalize a custom classroom lectern design.
- Installing sixteen flat screen panels in the OC1000 Administration building.
- Upgrading the Oceanside campus projectors with new laser projectors, providing higher brightness and a better experience for end-users.

The media services team continues to be an integral part of the capital construction projects, ensuring the latest technological standards are in place for new buildings.

Purchasing (Mina Hernandez, Director)

Purchasing and Material Management department staff, in collaboration with the Fiscal Services department staff, completed team building and customer service training over six Fridays in January and February.

Purchasing

Mina Hernandez, Director of Purchasing and Material Management and Kim Simonds, Purchasing Supervisor, attended the Foundation for the California Community Colleges Advisory Group retreat. The retreat focused on how to improve the progress of statewide procurement contracts, building better communication, and how to increase the procurement leverage for deeper cost savings within all California Community College districts.

Fiscal Year End

The Purchasing team has begun the process of fiscal year-end activities. The deadline for requisitions using unrestricted funds is April 18, 2023. The Purchasing team continues to work with suppliers to determine delivery dates to ensure receipt by fiscal year-end.

Punchouts

The Purchasing team has begun the process of adding two additional punchouts with Medline and Waxie. The punchouts have an expected rollout in fall 2023.

Process Improvements

The process improvements completed by the Purchasing team, including punchouts and supplier contracts using Workday functionality, have reduced requisition processing time from an average of 3.42 days in FY2022 to 2.405 days for the same period in FY2023.

Bidding Activity

The Purchasing team has worked closely with the Facilities Department on construction bid projects. Completed projects include: OC2100 Fine Arts Mechanical Improvements, OC2100 Photo Lab Mechanical Improvements, and TCI Improvement. Projects that are currently open for bidding include: San Elijo Building 800 Remodel and OC4400 Roof Replacement.

Kitchell Partnership

In a joint effort, the Purchasing team and the Kitchell staff have been reviewing all internal processes to ensure alignment with district standards and procedures. This work has resulted in the implementation of a review by Purchasing staff of all Workday transactions.

Warehouse

The Warehouse team has been working with the Information Technology Services (ITS) department to improve overall warehouse space usage. The end goal is to move all of ITS's equipment into the main warehouse space and move the Warehouse's records storage into ITS's space. This will utilize both warehouse spaces much more efficiently and provide better organization.

The new buildings, remodels, and equipment replacements have generated many surplus runs. So far, auction proceeds from surplus have resulted in \$67,377.93 back into the general fund.

The Warehouse team continues to collaborate with Dovetail and Kitchell to streamline future projects.

Bookstore (Follett)

Cara Ginekis, the current Bookstore Manager with Follett, has accepted a new position as the manager of the CSU San Marcos Bookstore. Cara has been instrumental in helping to improve

customer service and bookstore operations. Cathy Saavedra will be temporarily joining the bookstore team as Interim Store Manager. Cathy brings over 15 years of higher education bookstore experience, most recently serving as Operations Manager at the Palomar College Bookstore. Cathy genuinely enjoys serving students, faculty and staff and has a passion for exceeding expectations.

In January, the bookstore started preparing for the start of spring semester, hiring, and training additional team members to assist students purchasing textbooks and supplies in store or online. Although the Vaccine Incentive Program (HEERF CARES Act Funds) sales ended last year, the bookstore has worked with departments on campus to create accounts that allow approved students to purchase textbooks, supplies, etc. The bookstore team assisted hundreds of students and successfully charged accounts, such as Promise and EOPS.

The bookstore team is gearing up for Commencement 2023, which is quickly approaching. The bookstore will be a resource to ensure students have their regalia for commencement, and grad gifts will be available for purchase to celebrate the deserving graduates. Grads can be supported with the bookstores new "MiraCosta College Family T-shirt".

As social media continues to be a primary source of information, entertainment, and news, the bookstore continues to be active on Instagram to extend its outreach to students and the community. Latest item updates and other campus/bookstore related information are posted throughout the semester.

The bookstore continues to stock more than textbooks, providing students with school supplies and eco-friendly items, like Hydro Flasks. By keeping the shelves well stocked and providing excellent customer service, the bookstore anticipates an increase in foot traffic and sales. Thursday Faculty and Staff Discount Day, which offers a 10 percent discount on apparel, gifts, and supplies to employees, will continue.

Food Services (CulinArt)

The café at Oceanside and San Elijo are fully open and operational, and catering services, serving breakfast, snacks, lunch and mid-afternoon treats, are available at both sites. The Oceanside Café is open Monday-Thursday, 7:30am-4pm and Friday, 7:30am-2pm, and the Cardiff Reef Café at the San Elijo Campus is open Monday-Thursday, 8am-2pm.

The café has been supporting student clubs and a variety of special events that take place throughout the semester. CulinArt supports students by donating perishable and nonperishable food items to Veterans, the Food Pantry and hungry students in the cafe at the end of every week or before major breaks. In celebration of Black History Month, the café offered a variety of special menu items, including Trinidadian beef stew, collard greens, biscuit and fresh Hibiscus tea.