



MIRACOSTA COLLEGE FOUNDATION BOARD OF DIRECTORS

MINUTES OF REGULAR MEETING

February 22, 2022 (Approved on May 17, 2022)

I. CALL TO ORDER

The MiraCosta Community College Foundation Board of Directors met in open session on Tuesday, February 22, 2022 via Zoom conference. President Alec Babiarz called the meeting to order at 3:00 p.m.

II. ROLL CALL

Board Members Present:

Alec Babiarz, Bruce Bandemer, Bessie Chin, Raye Clendening, Barry Johnson, David McGuigan, Karen Pearson, Sudershan Shaunak, Tim Snodgrass, Denise Stillinger, Kimberly Troutman, Val Warner-Saadat, Sharon Wiback, Hap L'Heureux

Board Members Absent:

Matthew Adams, Julie Ames, Bill Cardoso, Jimmy Figueroa, Janice Kurth

Advisors & Staff Present:

David Broad, MiraCosta College Board of Trustees Representative, Sunita Cooke, MiraCosta College Superintendent/President, Kristen Huyck, MiraCosta College Public & Governmental Relations Director, Don Love, MiraCosta College Umoja Counselor/Coordinator, Patricia Crowley, MiraCosta College Umoja Student, Elaine Dodge, MiraCosta College Foundation Interim Executive Director, Tori Fishinger, MiraCosta College Foundation Interim Associate Director, Charity Singleton, MiraCosta College Foundation Interim Development Officer, Elizabeth Lurenana, MiraCosta College Foundation Temporary Board Support, Peter Smits, MiraCosta College Foundation Consultant

III. WELCOME, INTRODUCTIONS

None

IV. TELECONFERENCING OF MEETINGS – ACTION

A. Approve Continued Observance of Resolution Authorizing Teleconferencing for Meetings Pursuant to AB 361

By motion of Board Member Pearson, seconded by Board Member Clendening, the Resolution Authorizing Teleconferencing to Meetings Pursuant to AB 361 was adopted.

Vote: 13/0/0/6

Objection: None

Aye: Babiarz, Bandemer, Chin, Clendening, Johnson, McGuigan, Pearson, Shaunak, Snodgrass, Stillinger, Troutman, Warner-Saadat, L'Heureux

Nay: None

Abstentions: None

Absent: Adams, Ames, Cardoso, Figueroa, Kurth, Wiback

V. APPROVE MEETING MINUTES

A. Regular Meeting Minutes on May 18, 2021

By motion of Board Member Shaunak, seconded by Board Member Stillinger, the minutes of the regular meeting of May 18, 2021 were approved as amended.

i. Discussion

- a. Corrections were noted by Board Member Stillinger in regards to a typo and adding the names of the Slate of Officers.

Vote: 14/0/0/5

Objection: None

Aye: Babiarz, Bandemer, Chin, Clendening, Johnson, McGuigan, Pearson, Shaunak, Snodgrass, Stillinger, Troutman, Warner-Saadat, Wiback, L'Heureux

Nay: None

Abstentions: None

Absent: Adams, Ames, Cardoso, Figueroa, Kurth

B. Regular Meeting and Retreat Minutes on October 26, 2021

By motion of Board Member McGuigan, seconded by Board Member Warner-Saadat, the minutes of the regular meeting and retreat of October 26, 2021 were approved as amended.

i. Discussion

- a. Board Member Shaunak noted a correction to financial numbers. To be verified and corrected by foundation staff.

Vote: 14/0/0/5

Objection: None

Aye: Babiarz, Bandemer, Chin, Clendening, Johnson, McGuigan, Pearson, Shaunak, Snodgrass, Stillinger, Troutman, Warner-Saadat, Wiback, L'Heureux

Nay: None

Abstentions: None

Absent: Adams, Ames, Cardoso, Figueroa, Kurth

C. Special Meeting Minutes on January 25, 2022

By motion of Board Member Clendening, seconded by Board Member Wiback, the minutes of the special meeting of January 25, 2022 were approved as amended.

i. Discussion

- a. Board Member Stillinger requested to include full names in Roll Call. Lurenana will correct formatting and typos in all minutes.

Vote: 13/0/1/5

Objection: None

Aye: Babiarz, Bandemer, Chin, Clendening, Johnson, McGuigan, Pearson, Shaunak, Snodgrass, Stillinger, Troutman, Warner-Saadat, Wiback

Nay: None

Abstentions: L'Heureux

Absent : Adams, Ames, Cardoso, Figueroa, Kurth

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

None

VII. CHANGES IN AGENDA ORDER

None

VIII. PRESENTATION(S)

A. Umoja Program Introduction - Don Love, Umoja Counselor/Coordinator

- i. Love shared the history (2006-2022) and impact of Umoja

a. Co-Curricular Components

1. Porch Talks
2. Village Hour Workshops
3. Umoja Community Club
4. University Tours

b. Benefits

1. Success
 2. Community Building & Mentorship
 3. Financial & Leadership
 4. Networking
- ii. Discussion of where funding comes from, budget, and wish list:
- a. HBCU Interaction
 1. Hosting HBCU caravan, but this is a difficult choice to make for students who have never been to the East Coast.
 2. Would like to make a tour of 9+ HBCU schools an annual event for a larger group of students.
 - b. Umoja would like to sponsor a trip to Africa for students to understand their history.
 - c. An exciting conference Umoja students participate in: <https://a2mend.net>
 - d. Emergency funds (when COVID-19 funds end)
 1. Scholarship application workshops are upcoming to help students apply for foundation scholarships.
 2. Recommendation to strongly encourage students to apply for scholarships because the foundation wants to give them the money. The statistics for acceptance are very encouraging.
 - e. Love will work on a number for how much money Umoja would need for their wish list. He will meet with Board Member Johnson at a later date to discuss more.
 1. Superintendent/President Cooke clarified the funding structure.

B. Umoja Student Success Story – Patricia Crowley

- i. Crowley shared her story and how much her time at MiraCosta has meant to her, especially because of her engagement with Umoja.
 1. Without Umoja she would not have been nearly as successful.
 2. Love helped her work through academic probation, financial aid, etc.
 3. Umoja gives her a place where she belongs and a sense of place and purpose.

IX. COLLEGE UPDATES

A. Office of the Superintendent/President – Superintendent/President Cooke

- i. Superintendent/President Cooke spoke more about Umoja and other programs for under-served populations.
 1. Superintendent/President Cooke clarified the importance the work Love does and the huge impact he has had on campus over the years.
 2. Superintendent/President Cooke mentioned other programs for under-served populations: RAFFY, MANA, PUENTE, Uprise
 - a. 40% of MiraCosta students are Latinx, but PUENTE is a capacity of only 25 students.
 - b. The college is trying to broaden and expand the reach of PUENTE and the other 4 specialized programs. Leadership is working hard to remove hurdles and create an intentional and inevitable journey of student success.
- ii. Update on the return to campus today, February 22, 2022.
 1. A very joyous day!
 2. Leadership intended to start back on campus in January but delayed re-opening because of Omicron.
- iii. Black History Month Events/Celebrations
 1. President Cooke shared there are many events for Black History Month.
 2. Black Nerds Expo is next up, sponsored by J.D. Banks (Equity Department).
 - a. This event focuses on generating excitement for STEM.
- iv. Accolades for the college:

- a. MiraCosta is a preferred provider for many programs (healthcare, biotech, cyber security) so students can seek paid internships throughout the County. MiraCosta is also a referral site.
- b. MiraCosta was selected to apply for the Aspen Prize.
 - 1. Aspen Institute is committed to higher education excellence. The colleges applying are all colleges committed to improving student success and closing equity gaps.
 - 2. There are approximately 1100 community colleges nation-wide, MiraCosta was 1 of 150 colleges chosen to apply, and now MiraCosta is 1 of 30 being interviewed to move onto the next phase (top 10).
 - 3. The top college prize is \$1M.
- c. Kennedy Center American College Theater Festival
 - 1. Four students won top awards at this event.
- v. Top priority of the College
 - 1. The top priority of the college is supporting college affordability and the supports students need as they go through college.
- vi. Search for new VP of Institutional Advancement
 - a. MiraCosta is currently in a third search for a new VP.
 - 1. There are 15 or so new applicants.
 - 2. The committee will be viewing applicants in the next few weeks.
 - 3. There are a couple of local applicants which is great because moving to San Diego has been a barrier for past applicants.
 - b. Board Member Stillinger asked about the steps for onboarding the new VP.
 - 1. Timing is key since both Smits and Dodge are here temporarily. Singleton and Fishinger are both in interim positions and Lurenana is only filling in temporarily.
 - 2. The focus is on finding the right person who knows their craft, then focus on them getting to know the MiraCosta community.
 - There is not a formal onboarding process in place, but there is a lot for the new VP to learn.
 - The board will be integral in this process so the new VP can hear what is working well and what is not.
- vii. Resignation of Dee Jaykus effective 3.2.2022
 - 1. Superintendent/President Cooke apologized for errors in previous meeting minutes and mentioned a lot of people are filling in.
 - a. President Cooke thanked Dodge, Lurenana, and the whole staff team for filling in the gaps.
 - b. Leadership is hoping to fill Jaykus' position in the next month or so.
 - c. Fishinger can stay in her role until a new VP is hired.
 - d. Singleton has a limited number of days/hours she can work in her interim role.

B. Board of Trustees – Trustee (Dr. Broad)

- i. The MiraCosta College Board of Trustees has a new president (Anna Pedroza) and vice president (Frank Merchat) as of January 2022.
- ii. Their first in-person board meeting in nearly 2 years will be 2/24/2022 in a temporary board room.
- iii. The board has a focus on “Futures” work – what will happen over the next 10/15 years that will disrupt how we do things?
 - 1. The board has been active in this and is now bringing it to the entire college community as well.
- iv. Redistricting/re-balancing plan coming soon.
 - 1. Districts are looked at every 10 years.
 - 2. There has been a growth of numbers in the south and dip in the north.
 - a. The is partially to do with Air BnB
 - 3. The board chose a re-balancing plan on January 27.

- v. Superintendent/President Cooke is too modest to share she received the Shirley B. Gordon award from Phi Theta Kappa.
 - a. She will be presented with this award for her support of this excellent program in Denver in April.

C. Administrative Services – Vice President Administrative Services (Flood)

- i. Conflicting meeting. Unable to attend.

D. Institutional Advancement – Interim Executive Director, Foundation (Dodge)

- i. Dodge is focusing on operations during her temporary return while Smits stays working with the board.
 - a. Foundation staff are working on updating SOPs and putting them onto paper.
 - b. There is a new CRM database called Raiser's Edge.
 - 1. Procedures for Raiser's Edge are also being put into writing.
 - 2. This is a very high-quality database with the ability to produce accurate reports, etc.
 - c. Staff are focusing on learning Workday better and how it integrates with Raiser's Edge.
 - d. The foundation provided cupcakes and donuts for all faculty and staff on all four campuses for the first two days of everyone being back on campus.

E. MM Bond Oversight – Foundation Board Representative (Babiarz)

- i. President Babiarz shared a summarized update of what is available in greater detail on the website.
 - a. There are 43 board approved projects (29 active, 9 completed, and 5 not started).
 - b. There are 12 upcoming projects.
 - c. Most construction is done at CLC, most is completed or under construction at SAN, and there is a lot still in the design phase at OCN.
 - d. The bottom line is that we are on budget and the district is coming in with a lot of their own funding for these projects.

X. COMMITTEE, AD HOC AND TASK FORCE REPORTS

A. Executive Committee (Babiarz)

- i. Incoming President Clendening and Vice President McGuigan are working on committee rosters for FY22/23.
 - a. This is for the May 2022 board meeting.
- ii. The new Mission & Vision for The MiraCosta College Foundation were previously formally adopted.
 - a. Current documents are being updated by Huyck.
- iii. President Babiarz previewed committee updates coming later in the meeting.
- iv. Goals through June 2022 were reviewed.
 - a. Looking for increased participation by board members. A board participation survey is forthcoming.
 - b. Workforce for the Future task force and partnerships with the community are a focus.
 - c. Johnson is helping the board discern how to better support TCI.

B. Finance Committee (Bandemer)

- i. Spending Policy – **Action Required**
 - a. Chair Bandemer reviewed the changes to the spending policy.
 - 1. Board Member Snodgrass posed the question of if the foundation should change up how they invest or if there are specific rules about the types of investments that can be made.
 - 2. Chair Bandemer invited Snodgrass to join a Finance Committee meeting to discuss what possibilities look like.

- b. By motion of Board Member Snodgrass, seconded by Board Member Clendening, the proposed spending policy changes were adopted.

Discussion: L'Heureux noted all documents need footers with adopted dates and clear page numbers so it is evident when they were updated, adopted, etc. By-law changes will also need revision dates noted on the website. Foundation staff will implement this.

Vote: 14/0/0/5

Objection: None

Aye: Babiarz, Bandemer, Chin, Clendening, Johnson, McGuigan, Pearson, Shaunak, Snodgrass, Stillinger, Troutman, Warner-Saadat, Wiback, L'Heureux

Nay: None

Abstentions: None

Absent: Adams, Ames, Cardoso, Figueroa, Kurth

- ii. **FY21-22 Q1 & Q2 Financial Statements – Action Required**

- a. Chair Bandemer reviewed the FY21/22 Q1 & Q2 Financial Statements.

- b. By motion of Board Member McGuigan, seconded by Board Member Sudershan, the FY21/22 Q1 & Q2 Financial Statements were approved.

Vote: 14/0/0/5

Objection: None

Aye: Babiarz, Bandemer, Chin, Clendening, Johnson, McGuigan, Pearson, Shaunak, Snodgrass, Stillinger, Troutman, Warner-Saadat, Wiback, L'Heureux

Nay: None

Abstentions: None

Absent: Adams, Ames, Cardoso, Figueroa, Kurth

C. Governance & Nominations Committee (Stillinger)

- i. Review of online Foundation Board Manual

- a. Chair Stillinger had Lurenana share the process of navigating to the new online manual and encouraged board members to review and share revisions/comments with Chair Stillinger.

- b. Board member contact information will still not be on the website since it is public facing. This will be sent out annually via mail to board members.

- ii. Chair Stillinger called for names for new board candidates so she can contact them.

- a. The committee is working on a new questionnaire for candidates.

- b. The committee will start vetting new candidates while waiting for a new VP to be hired.

D. Comprehensive Campaign Ad hoc Committee (McGuigan)

- i. Chair McGuigan reviewed goals for the Comprehensive Campaign set in the fall of 2019.

- a. 5 Primary Goals

1. Increase overall awareness of college and strategic in the community.

2. To establish and/or strengthen measurable value-based relationships with key stakeholders throughout our footprint.

3. To generate at least \$10M in flexible commitments or equivalent.

4. To increase participation in our programmatic offerings by the college to the community at large.

5. To generate excitement within the college's student, faculty and administrative populations.

- b. This campaign has faced many delays and obstacles but has raised \$6.1M (61% of goal) to date.

- c. There will be a March 2 meeting to determine next steps to wrap up this campaign and identify how to improve and prepare a new campaign.

- d. This is the first time MCC has done a campaign like this.

- e. Chair McGuigan shared how inspiring programs like Umoja are.

1. These programs need two things to succeed: people with passion & money.
2. The foundation wants to help support programs like this, so we need to run successful campaigns.

E. Audit Ad hoc Committee (Snodgrass)

- i. Coming soon – will be following up with staff to make this happen

F. Innovation Grants and Scholarships Ad hoc Committee – Warner-Saadat

- i. New Chair so seeking guidance from Smits and L’Heureux (former Chair)
 - a. Will be meeting soon to take a look at the committee charter and see if it needs revisions.
 - b. Scholarship review process begins in April
 1. Board Member Stillinger mentioned review of scholarships is taking place April 5-20. Volunteers wanted. Chair Warner-Saadat will follow up with staff to get the word out to foundation board members.
 - c. Innovation Grants applications are due in May and will be awarded in August.

XI. ANNOUNCEMENTS AND MEETING AND EVENT CALENDAR REVIEW

- A.** Meeting dates have been updated to give more time between committee meetings and quarterly board meetings.

Next Governance and Nominations Committee Meeting:

Tuesday, April 12, 2022 at 2:00 – 3:00 p.m.

Next Finance Committee Meeting

Tuesday, May 3, 2022 at 12:30 – 2:00 p.m.

Next Executive Committee Meeting

Tuesday, May 9, 2022 at 4:00 – 5:00 p.m.

Next Quarterly Board Meeting

Tuesday, May 17 at 3:00 – 5:00 p.m.

XII. TRANSITION OF BOARD OFFICERS – Action Required

- A.** A resolution to adopt a new President (Clendening) and Vice President (McGuigan) was approved. See attached signed resolution.

Vote: 13/0/0/6

Objection: None

Aye: Babiarz, Chin, Clendening, Johnson, McGuigan, Pearson, Shaunak, Snodgrass, Stillinger, Troutman, Warner-Saadat, Wiback, L’Heureux

Nay: None

Abstentions: None

Absent: Adams, Ames, Bandemer, Cardoso, Figueroa, Kurth

- B.** President Clendening honored President Babiarz for his work as president of the MiraCosta College Foundation Board and presented him with a picture of an award that will be delivered to him.

- i. Other board members and Superintendent/President Cooke gave thanks to former officers and congratulations to the new ones.

XIII. POSSIBLE FUTURE AGENDA ITEMS

XIV. ADJOURNMENT

The meeting adjourned at 4:58pm.