



FOUNDATION

**MIRACOSTA COLLEGE FOUNDATION BOARD
REGULAR MEETING
Tuesday, February 23, 2021, 3 – 5 p.m.
Zoom Video Conference**

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MINUTES

I. CALL TO ORDER

Request consent to record the meeting

President, Babiarz called the meeting to order at 3pm

II. ROLL CALL, WELCOME, INTRODUCTIONS (15 mins.)

Board Members Present:

Matt Adams

Alec Babiarz

Bruce Bandemer

Bessie Chin

Raye Clendening

Greg Grajek

George Karetas

Hap L'Heureux

Dave McGuigan

Karen Pearson

Sudershan Shaunak

Sharon Wiback

Denise Stilling (3:15pm)

Val Sadaat

Board Members Absent:

Julie Ames

Nina Cacioppo

Bill Cardoso

Jimmy Figueroa

Janice Kurth

Tim Snodgrass

Janet Wennes

Advisors present:

President, Board of Trustees, Dr. David Broad

VP, Business and Administrative Services, Tim Flood

Director, Public & Governmental Relations, Kristen Huyck

Classified Senate President, Carl Banks

Academic Senate President, Luke Lara

Advisors absent:

Superintendent/President, Dr. Sunny Cooke

Associated Student Government President, Mana Tadayon

Staff present:

Associate Vice President, Institutional Advancement/Foundation Executive Director, Cynthia Rice
Director, Public & Governmental Relations, Kristen Huyck
Interim Associate Director, Development, Caleb Rainey
Sr. Development Specialist, Tori Fishinger
Foundation Specialist, Board Support, Dee Jaykus
Development Specialist, Addison Breese

Staff absent:

Grants Specialist, Lindsey Oberoi

APPROVE MEETING MINUTES (5 mins.)

A. Regular Meeting on November 24, 2020 – Action

By motion of Board member Clendening, seconded by Board member McGuigan, the regular meeting minutes of November 24, 2020 were approved.

Vote: 13/1

Aye: Adams, Bandemer, Babiarz, Chin Clendening, Grajek, Karetas, McGuigan, Pearson, Shaunak, Sadaat, Stillinger, Wiback

Abstentions: L'Heureux

Absent: Ames, Cacioppo, Cardoso, Figueroa, Kurth, Snodgrass, Wennes

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

None

IV. CHANGES IN AGENDA ORDER

A. Move Governance and Nominations report to top

B. Move Bond MM before Institutional Advancement report

V. PRESENTATION(S)

None

VI. COLLEGE UPDATES (30 minutes)

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

Advisor, Huyck reported on behalf of Dr. Cooke. As educators, we are next on the list for Covid vaccinations. We are working with the County and communicating with the Campus. Summer classes are continuing with an online modality. The fall schedule has not come out yet and is in discussion. The fall schedule will be ready in May for students to apply. Accolades to Linda Kurokawa and the TCI team for getting the MiraCosta Brew Tech Program approved. MiraCosta is the only community college recognized with a certificate program of its kind, by the Masters Brewers Association of America. Fun story that local KUSI picked up.

MiraCosta team received recognition for bringing in a new ERP system. Transition to Workday and doing so during a worldwide pandemic.

Assembly bill 927 – All the Bio tech folks, we have been reaching out asking for letters of support. AB927, is to remove the sunset date of the pilot program; the Bachelorette Degree. Making sure that Bio manufacturing becomes a permanent opportunity for our students.

Collaboration and leadership with Tasha Boerner Horvath's office to look at additional funding for TCI Celebrated Work Skill Training and Internship Program. Eleven not for credits program 3 – 6 months training and funding for internships. Earning while learning.

The search for the next Associate Vice President, Institutional Advancement. Tim Flood is taking the lead. Coordinating the hiring committee. Applications are being accepted through Thursday, February 25th. Moving forward reviewing the applications. The hope is to have a new AVP by late spring early summer. Thank you to Raye Clendening for stepping up to represent the Foundation.

President, Babiarz took this time to welcome the new board members Dr. Barry Johnson and Kimberly Troutman. Babiarz asked the new members to introduce themselves.

B. Board of Trustees – Trustee

Advisor, Trustee, Broad reported the Board of Trustees met before the holiday regarding organization and the election of the Board of Trustees President and Vice President. Rick Cassar is staying on as President, Anna Pedroza will be the new Vice President.

Early this month the college started its budget planning cycle. In February the Board looks at the layout for next year to five years and identifies any priorities. The big priority is to improve student outcomes and close equity gaps through the program: Academic and Career Paths that includes success teams to support them. The Board asked the College to look at what it would take to fully fund.

The Board continues future planning - looking ahead to five to thirty years from now. What is education going to look like? There have been so many disruptions this year we need to look at how students are going to be learning. The Board asked the College to come back with a plan.

The Theatre program received a Kennedy Center Award. The Art department has an exhibit going on.

The Board of Trustees were excited to have their first ribbon cutting of the track and field at the Oceanside campus. There has also been a lot of work at San Eljio and the Community Learning Center.

C. Administrative Services – Vice President Administrative Services

Advisor, Vice President, Flood reported that the budget update was given to the Board of Trustees in February. The Governor's January budget was much better than what was projected. Tax revenues are not down nearly as far as the state had anticipated. There is a positive side. Considered a "k" shaped economy. Those doing well are continuing to do well, while those on the lower wage areas are not rebounding. We are experiencing our students in that sector really hurting. The Governor's budget really tries to address a lot of the deficit and emergency support for these students.

There is a surplus. However, in the next few years expenses will outweigh revenue. By fiscal year 23/24 we are expecting an 11 billion deficit. The monies the state are allocating are one time, which allows them to pull back.

We are expecting two hundred and fifty thousand for student emergency grants, and looking to get one hundred million in the early action plan. This will allow us to get out emergency grants this spring.

Twenty million for access, reenrollment and reengagement. We are seeing students dropping out and not returning. Need the resources to get them back into class and support them to reach their educational goals.

Grants for housing /food insecurity. Overall 2/3 from state are one time funds that will help us augment and assist our students. No funds for maintenance/equipment.

Facilities – we have a tremendous amount of work at CLC and San Eljio. Student services/administration almost done. Planning well under way for student services/ admin/ health and wellness hub allied health, Kinesiology.

D. Institutional Advancement – Associate Vice President

Rice announced this to be her last full board meeting. Expressed it was an honor and pleasure to serve the Board. MiraCosta is a very fine institution and we have a fine Foundation and it's wonderful because of our members.

President, Babiarz shared that back in 2017 Hap, our President at the time, introduced Cynthia as our Associate Vice President and Executive Director to the Foundation.

President, Babiarz shared the many contributions and accomplishments that Rice achieved while at MiraCosta. The startup and moving along of the This Changes Everything Comprehensive Campaign and the invitation for Babiarz to attend a CASE conference. Babiarz suggests that all board members consider attending a conference.

President, Babiarz, announced the Board has set up the Cynthia Rice Student Success Fund on February 10th. We have received a lot of Board contributions and from MiraCosta employees and donors. It is an unrestricted fund, Rice will determine the allocations. \$2,300 in the fund currently.

Jaykus reported that a donation had come in for \$2,500. Fishinger reported that Rice made the contribution to match all the donations from the Board in a representation of her continuing support of MiraCosta and our students.

President, Babiarz, presented an award to Rice for her leadership. Board member Ames contributed the wording on the award.

E. MM Bond Oversight – Foundation Board Representative

President, Babiarz shared a presentation on the status of the projects. There are 44 projects total. 20 active five completed 19 not started.

Advisor, Vice President, Flood reported the projects are projected to be completed around 2026. Pending any delays.

VII. COMMITTEE, AD HOC AND TASK FORCE REPORTS (40 minutes)

A. Executive Committee

i. Review Board Goals

President, Babiarz reported on the Board goals, from our last retreat. First goal was to grow the board to twenty four members. Board member Karen Wilson moved to Colorado and had to resign. With the addition of new members; Dr. Barry Johnson and Kimberly Troutman, we will get to our twenty four members by the end of the year. Corporations are also interested in membership on the Board.

Board member, Shaunak added the Governance and Nominations committee is meeting to discuss bringing on corporate board members.

Second goal is to empower all board members to participate in the comprehensive campaign. Kristen will be coordinating the creation of board member profiles, with video and pictures. You will hear from Kristen in Q3 sometime by the end of March.

Recently, we have asked all board members to commit to the comprehensive campaign in any level. Currently we have as our target three hundred and sixteen. We have two hundred and eighty two to date. 75% board participation. Our goal is 100% at any level. \$1 to a million. Goal is board is engaged.

Board member Johnson asked how to donate. Rice reported contributions can be made by donation or pledge. Pledge commitment can be via email. There is a form available as well. Rice to send email to Johnson.

By end of Q3, goal is to have board members provide a list of potential donors. The target is 5, however 1 is fine. The Comprehensive Campaign team along with Sue Kubik has a gift pyramid filled out with a lot of good prospects. The more the better. Due by March 31st.

Board member, Adams asked, about an internal MiraCosta list of anyone that has gone through adult classes – small donations etc. – cross against people we know or are neighbors. Adams asked if there is a list that has the classes they took.

Rainey reported, we have a robust pipeline. We can speak with each board member and collaborate.

Rice reported that there are laws against sharing student information. We hold the lists close. With some individuals on our list, we can talk to specific board members. Board members to share who you know and we can have one on one conversations to avoid going against FERPA regulations. Raiser's edge has a prospect feature and has identified potential donors in our region.

President, Babiarez reported that Sue Kubik, the consultant who has been working with us over the years, will be taking over some of the responsibilities with the Board and the Comprehensive Campaign until a new AVP is hired.

Goal 3 is complete. Last board meeting we approved the twenty thousand. We have fifty thousand in the Student Emergency Response fund to supplement the State CARES funding delay.

Goal 4. The Foundation Board to reach a better understanding of how they can support MiraCosta programs that support the local workforce. The group is forming a committee – Workforce for the Future. Rainey is coordinating the committee. Q4 decide how the board can support.

Rainey reported that a meeting is in the process of being scheduled via poll. A meeting invite will be generated soon.

Advisor, Huyck shared we want to move towards videos forty sec or less – share on social media available for you to share on LinkedIn, Facebook, Twitter. Get a buzz around the foundation. Snapshot of who you are and why you serve and why MiraCosta. Small groups at a time for social distancing. Segment at Oceanside –outside Administration building. We can work with you at your home or other campuses.

B. Audit Committee

Delayed due to the state delaying the District. Mid to late March the committee should meet and share at the May meeting.

C. Comprehensive Campaign Task Force

Board member, McGuigan welcomed the new board members. For the last couple of years we have been in the organization and implementation process for the very first comprehensive campaign for MiraCosta College. We spent the first year organizing and deciding when to start it and then decided to launch in the headwinds of Covid 19. We have had a very successful year, including the launch of a sub program, the Student Emergency Response kits for students. Overwhelming success. This is not a capital campaign, it is a comprehensive campaign. There are four main objectives to this campaign.

First objective – raising awareness of MiraCosta College. For some that live within our communities, MiraCosta is a best kept secret. Marketing and communications and positioning. Part of this outreach, we are listening to key stake holders. Under the leadership of board member Kurth leadership, we have been out talking to the key stake holder groups to find out what they think our value proposition to the community should be. Listening and learning.

The third goal for us is team building. How do make sure that this campaign belongs to the faculty and staff? How do they feel like it belongs to them? Same for students and community members and leaders.

McGuigan, encouraged the board members to participate and say what can I do to make MiraCosta College better? Your voice is critical as anyone else's. Reach out to me, Alec, staff with anything you feel would enhance MiraCosta College.

The fourth objective is to raise money. A byproduct that the first three are done well. We have since late September early October been in the silent phase. Start with large donors to show value proposition with community. We have flip flopped this model. We are soliciting small businesses, corporations, and foundations.

Staff member, Fishinger shared the MiraCosta College Foundation Dashboard.

Total goal is ten million. We are half way there. We won't be launching until September/October of this year at the Report to the Region.

D. **Finance Committee**

- i. **Review & Approve FY20/21 combined Q1/Q2 Financial Statements – Action**
Chair, Bandemer walked through the financials.

By motion of Board member Shaunak, seconded by Board member Grajek, the FY20/21 combined Q1/Q2 financial statements were approved.

Vote: 14/10

Aye: Adams, Bandemer, Babiarz, Chin Clendening, Grajek, Karetas, L'Heureux
McGuigan, Pearson, Shaunak, Sadaat, Stillinger, Wiback

Abstentions:

Absent: Ames, Cacioppo, Cardoso, Figueroa, Kurth, Snodgrass, Wennes

Review FY 20/21 Q1 & Q2 Key Performance Indicators

Review FY20/21 Operating Budget

E. **Governance & Nominations Committee**

- i. **Approve new Board members – Action**
By motion of Board member Clendening, seconded by Board member Shaunak, Board members Dr. Barry Johnson and Kimberly Troutman were approved.

Vote: 14/0

Aye: Adams, Bandemer, Babiarz, Chin Clendening, Grajek, Karetas, L'Heureux
McGuigan, Pearson, Shaunak, Sadaat, Stillinger, Wiback

Abstentions: None

Absent: Ames, Cacioppo, Cardoso, Figueroa, Kurth, Snodgrass, Wennes

Chair, Shaunak presented Dr. Barry Johnson and Kimberly Troutman to the Board for vote. Rice shared Troutman has lived in North County San Diego and works for Imaging Healthcare Systems. She has many business contacts in the area. Previous experience in local television with a strong marketing background and Rady's Children's Hospital.

Shaunak shared Johnson is retired. His last position was Professor and Dean at the College of Engineering at Villanova University.

Rice shared Johnson was a resident of Rancho Santa Fe for several years and recently moved to San Diego. Served on other Foundation Boards. Introduced by Caleb Rainey.

Rainey shared that Johnson has a strong background with private corporations as a former senior level executive at Motorola and Honeywell. Is deeply involved in technology sector as it relates to building a diverse pipeline in engineering as it pertains to African American and LatinX students.

Shaunak reported that the Board Manual is on the Foundation website.

F. Innovation Grants Committee and Scholarship Committee

Board member, L'Heureux completed Innovation grants for the year and all awarded. In the process of being used. A little different due to Covid.

One of the major obligations of a board member is in the area of scholarships, raising money for and reading the applications. The permanent staff member of the Financial Aid office has returned and glitches of the past have been worked out. Applications will be available mid-March. Financial Aid committed to ask to not read more than 20 applications. The rest will be read by other community members.

New members who have not read, there will be a tutorial provided by the Financial Aid office. When reviewing, the more comments you can make the better. It helps the Financial Aid office to determine an awardee.

President, Babiarz encouraged the board to read applications. It is rewarding and a great opportunity to connect with the student population.

VIII. ANNOUNCEMENTS AND MEETING AND EVENT CALENDAR REVIEW (5 minutes)

See attached meeting and events calendar for future dates

Vice President, Clendening brought attention to the board that the Foundation retreat, our strategic planning will be pushed out to September/October 2021 due to the changes of the office of the AVP.

Vice President, Clendening announced that long term board member and emeritus, Martha Gresham turns 90. Her son has asked for cards to be sent to reach 90 cards received. Her birthday is March 16th.

Jaykus to send Martha Gresham's mailing information to send cards, out to the board.

President, Babiarz announced the next board meeting and asked the board members to please put on their calendars.

IX. POSSIBLE FUTURE AGENDA ITEMS

None

X. ADJOURNMENT

President, Babiarz adjourned the meeting at 4:23 p.m.

* **ITEMS ON THE AGENDA:** Members of the audience may address the Foundation Board 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 an item, unless waived by the board. Non-English speakers utilizing a translator will have six (6) minutes to directly address the board.

ITEMS NOT ON THE AGENDA: Members of the audience may address the Foundation Board on any topic not on the agenda so long as the topic is within the jurisdiction of the Foundation. 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 or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff 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 public comment on a particular topic to fifteen (15) minutes.

DECORUM: Decorum requires members of the public to observe order at board meetings. 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 Foundation Board. The 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. 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 lawfully authorized assembly or meeting.

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