



MIRACOSTA COLLEGE FOUNDATION BOARD

MINUTES OF THE REGULAR MEETING

February 27, 2024
(Approved May 7, 2024)

I. CALL TO ORDER

The MiraCosta Community College Foundation Board of Directors met in open session on Tuesday, February 27, 2024, in the Student Center at the MiraCosta College District's Technology Career Institute (2075 Las Palmas Dr., Carlsbad CA 92011). President Dave McGuigan called the meeting to order at 3:01 p.m. Members of the public were also able to participate via Zoom where the meeting was recorded.

II. ROLL CALL, WELCOME & INTRODUCTIONS (5 minutes)

Board Members Present:

Alec Babiarz Bruce Bandemer Hema Crockett
Jimmy Figueroa (3:02) Alma Flores Janice Kurth (3:03)
David McGuigan Amy McNamara Cindy Musser
Val Saadat Sudershan Shaunak Denise Stillinger
Kimberly Troutman (3:46 p.m.) Sharon Wiback

Board Members Absent:

Angela Babiarz Dottie Benson Hap L'Heureux
Diane Mills Karen Pearson Tim Snodgrass

Staff, Advisors & Guests Present:

Carl Banks (3:11 p.m), President, MiraCosta College Classified Senate
Brent Bjorndal, Workforce Development Lead, Technology Career Institute, MiraCosta College
Carisa Chavez, Program Supervisor at Community Ed. & Workforce Development, MiraCosta College
Raye Clendening, Trustee, MiraCosta College Board of Trustees
Dr. Sunita V. Cooke, President/Superintendent, MiraCosta College
Tori Fishinger, Associate Director of Institutional Advancement, MiraCosta College
Kristen Huyck (3:06 pm), Director of Public & Governmental Relations, Marketing & Communications, MiraCosta College
Chris Ing, Community Education & Workforce Development Lecturer, Technology Career Institute, MiraCosta College
Alex Karvounis (3:26 p.m.), Creative Services Lead, Public Information Office, MiraCosta College
Linda Kurokawa, Executive Director, Community Education & Workforce Development, Technology Career Institute, MiraCosta College
Elizabeth Lurenana, Administrative Assistant to Foundation/Development, MiraCosta College
Bianca Rosales (3:12 p.m.), President, MiraCosta College Associated Student Government
Shannon Stubblefield, Vice President of Institutional Advancement/Executive Director of the Foundation, MiraCosta College

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

A. Board Member Alec Babiarz, as a member of the public, shared a petition he drafted requesting the California State Legislature and Governor to permanently amend the Ralph M. Brown Act of 1953 to allow for hybrid public meetings that include both in-person and remote participation options. Babiarz left the petition in the room after the meeting for anyone in attendance to sign. President/Superintendent Cooke stated that any member can participate remotely if they publish their address.

IV. CHANGES IN AGENDA ORDER

None

V. CONSENT AGENDA

- A. Regular Meeting Minutes of November 14, 2023
- B. FY23/24 Q2 Financial Statements & Recap with Money Movement Recommendations
- C. Annual Spending Rate

No items were removed from the consent agenda.

By motion of Board Member Bandemer, seconded by Board Member Crockett, consent items A-C were approved.

Vote: 13/0/0/7

Aye: Al. Babiarz, Bandemer, Crockett, Figueroa, Flores, Kurth, McGuigan, McNamara, Musser, Saadat, Shaunak, Stillinger, Wiback

Nay: None

Abstentions: None

Absent: An. Babiarz, Benson, L'Heureux, Mills, Pearson, Snodgrass, Troutman

VI. PRESENTATION(S)

- A. Linda Kurokawa, Executive Director, Community Education & Workforce Development
 - i. ED Kurokawa welcomed the board to the Technology Career Institute (TCI) and reviewed her presentation, available from the foundation upon request. Board members asked clarifying questions and discussed ways the foundation can support TCI.

VII. COMMITTEE, AD HOC AND TASK FORCE REPORTS

- A. Finance Committee
 - i. Key Performance Indicators (KPIs)
 - a. Treasurer Bandemer reviewed KPIs included in the agenda packet and highlighted investment gains this fiscal year to date.
- C. Governance & Nominations Committee
 - i. Chair Stillinger announced that the FY24/25 Slate of Officers will be presented for a vote at the Q4 board meeting.
 - ii. Board Development Goals
 - a. Chair Stillinger reported the committee is looking for new board members to fill gaps in skillsets and demographics. Recommendations can be submitted to any member of the committee or VP/ED Stubblefield.
 - b. Chair Stillinger also highlighted board term limits included in the agenda packet.
- D. Innovation Grants and Scholarships Ad hoc Committee
 - i. Chair Saadat reviewed the report provided in the agenda packet.
 - ii. Chair Saadat asked board members to let Administrative Assistant Lurenana know if you can read scholarships this cycle (beginning March 20).
- E. Executive Committee
 - i. Board Engagement
 - a. Board Kudos
 - A. President McGuigan & Vice-President Kurth highlighted events board members attended and other ways they contributed.
 - b. Foundation Events
 - A. President McGuigan highlighted upcoming events and stressed the importance of board members attending graduation events that will be sent out by staff in the next few weeks. His goal is to have two board members at each event, with full board participation.
 - ii. Board Dashboard
 - a. President McGuigan reviewed the board dashboard provided in the agenda packet and highlighted the annual giving requirement of \$1000 for board members. Vice-President Kurth added that it is important to be able to report to potential donors that 100% of board members give personally to the foundation.
 - A. President McGuigan encouraged board members who have a challenge meeting the minimum monetary contribution requirement to talk to him.

- iii. Board Swag
 - a. President McGuigan requested board members complete the swag survey put together by staff: <https://forms.gle/oU4AwsZbjkJPZidf7>
- iv. Preview of an ad hoc Resource Development Committee
 - a. President McGuigan announced he has handouts available and would like feedback to go to VP/ED Stubblefield.
 - b. President McGuigan welcomes recommendations of board members and community members to populate the committee.

VIII. COLLEGE UPDATES

A. Office of the President

- i. President/Superintendent Cooke highlighted that MCC is launching a year-long celebration of its 90th anniversary. This is an opportunity to look back at how far the college has come and commit to continuing to transform lives and shape the future of education.
- ii. Recognitions:
 - a. The Aspen Institute named MiraCosta College one of the 150 institutions eligible to compete for the \$1 million Aspen Prize for Community College Excellence, the nation's signature recognition of high achievement and performance among two-year colleges. The institutions selected for this honor stand out among more than 1,000 community colleges nationwide as having high and improving levels of student success as well as equitable outcomes for Black and Hispanic students and those from lower-income backgrounds.
 - b. Board of Governors awarded a faculty member in Ethnic Studies department and a part time faculty member.
 - c. MiraCosta College received double recognition for environmental leadership this quarter. The California Community Colleges Board of Governors awarded MiraCosta College the 2023 Energy and Sustainability Award (for a middle-sized college), a testament to the District's dedication to combating climate change in alignment with the Vision 2030 strategic plan. Simultaneously, MiraCosta College was honored as the Olivenhain Municipal Water District's (OMWD) Customer of the Year, acknowledging our significant contributions to sustainable water management.
 - d. MiraCosta College was recognized by the U.S. Department of State as one of the "Gilman Top Producers," which is awarded to the 13 colleges and universities that contributed the highest number of recipients of the Benjamin A. Gilman Scholarship for the 2021-2022 academic year, allowing American students with limited financial means to study or intern abroad. This summer, MiraCosta students will have the opportunity to study in Paris, France, or Samara, Costa Rica.
 - e. MiraCosta College was recognized by the California Community Colleges Board of Governors with the 2023-24 Exemplary Program Award. This prestigious honor highlights MiraCosta College's exceptional efforts in promoting and advancing its ethnic studies programs, reflecting our commitment to diversity, equity, and inclusive education.
 - f. MiraCosta College has been selected as one of the new Industrial Assessment Centers (IAC) by the U.S. Department of Energy (DOE) as part of a groundbreaking initiative fueled by the Bipartisan Infrastructure Law. Supported by a grant of \$2.1 million, the IAC project transforms MiraCosta College's TCI location into the latest San Diego Industrial Assessment Center. This initiative will pioneer accelerated workforce training and develop a curriculum that utilizes cutting-edge technology focused on renewable trade programs.

B. Board of Trustees – Trustee Clendening

- a. MiraCosta College is proud to announce the appointment of a distinguished new member to its Board of Trustees, Heather Conklin, effectively filling the notable vacancy for Trustee Area 7. This appointment marks the culmination of a

comprehensive search process to find a successor to uphold the standards of leadership and commitment demonstrated by Dr. William "Bill" Fischer.

- b. The Board held its organizational meeting in December and selected officers. Trustee Rick Cassar was selected as the new Board President, and Trustee Raye Clendening was selected as Vice President.
 - c. George McNeil, who represents parts of Oceanside, shared that after 16 years on the Board, he will not run again in November 2024.
 - d. During the MiraCosta Community College District's Board of Trustees meeting on December 14, 2023, nursing student Anthony Gonzalez was awarded a \$25,000 check from the Bimbo College Grant.
 - e. On February 12, MiraCosta College was excited to celebrate the ribbon cutting of the Kinesiology, Athletics, Health, Nutrition, and Gym. Thank you to everyone who made it out.
 - f. MiraCosta College was awarded a perfect score on the San Diego County Taxpayers' Education Foundation's "2023 School Bond Transparency in San Diego County Summary Report" – meeting 28 categories regarding the availability and accessibility of public information on bond programs. MiraCosta College is one of six out of 26 districts with an A+ ranking.
 - g. The Board approved the appointment of Amy McNamara-Wynne, who has extensive experience in commercial real estate and is actively involved in the MiraCosta College Foundation Board and other community organizations, to fill this vacancy.
- C. Classified Senate – Carl Banks
- i. President Banks announced that this is his last meeting as president but noted that he will be vice president as of March 1 when Omar Jimenez takes back over as president.
 - ii. President Banks shared his appreciation as a parent of a TCI student.
 - iii. Classified Senate is in a state of transition reviewing many policies and procedures.
 - iv. The STEM Center will be working to get student stories for the Public Information Office.
- D. Associated Student Government – Bianca Rosales
- i. President Rosales introduced herself to the committee.
 - a. ASG is preparing to go to General Assembly in April where they are co-sponsoring a resolution with Palomar.
 - b. The current focus is promoting ASG elections and also encouraging students to register to vote in local and national elections.
- E. MM Bond Oversight – Foundation Board Representative Babiarz
- i. Representative Babiarz reviewed his MM Bond update presentation.
 - a. The presentation is available from the foundation upon request.
- F. Institutional Advancement – Vice President of Institutional Advancement Stubblefield
- i. VP/ED Stubblefield thanked board members for their participation in events past and upcoming. She encouraged board members to bring new people to these events with them.
 - ii. VP/ED Stubblefield encouraged board members to review the written report in the agenda packet.

IX. ANNOUNCEMENTS AND MEETING AND EVENT CALENDAR REVIEW

President McGuigan reviewed the list of upcoming meetings.

Next Governance and Nominations Meeting (San Elijo Campus)

Tuesday, April 16, 2024 at 2:00 – 3:00 p.m.

Next Finance Committee Meeting (San Elijo Campus)

Tuesday, April 23, 2024 at 1:00 – 2:30 p.m.

Next Executive Committee Meeting (San Elijo Campus)

Tuesday, April 23, 2024 at 2:45 – 4:00 p.m.

Next Foundation Board Meeting (San Elijo Campus)

Tuesday, May 7, 2024 at 3:00 – 5:00 p.m.


X. POSSIBLE FUTURE AGENDA ITEMS


None

XI. ADJOURNMENT

- A. Board members closed the meeting by sharing what they would like to see accomplished in the next quarter. Themes included an emphasis on sharing student and alumni stories and communicating those out to the public, supporting TCI, and increasing participation through reviewing scholarships and attending events (with guests) whenever possible.
- B. The meeting adjourned at 4:46 p.m.

The meeting was followed by a tour of TCI and a food and beverage reception featuring brews from TCI's BrewTech program. A photographer was on-site to take group photos and individual headshots.


Dave McGuigan (May 29, 2024 08:28 PDT)


Shannon Stubblefield (May 29, 2024 11:18 PDT)

Dave McGuigan, Board President

Shannon Stubblefield, Executive Director










2024.02.27 Q3 MiraCosta College Foundation Quarterly Board Meeting Minutes Approved

Final Audit Report

2024-05-29

Created:	2024-05-21
By:	Elizabeth Lurenana (elurenana@miracosta.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAM4tyHatJWVv6wy4wBzmNlu4RkcsaWnSH

"2024.02.27 Q3 MiraCosta College Foundation Quarterly Board Meeting Minutes Approved" History

-  Document created by Elizabeth Lurenana (elurenana@miracosta.edu)
2024-05-21 - 10:48:07 PM GMT- IP address: 209.129.33.10
-  Document emailed to dmcguigan55@yahoo.com for signature
2024-05-21 - 10:50:05 PM GMT
-  Email viewed by dmcguigan55@yahoo.com
2024-05-29 - 3:27:51 PM GMT- IP address: 69.147.91.10
-  Signer dmcguigan55@yahoo.com entered name at signing as Dave McGuigan
2024-05-29 - 3:28:16 PM GMT- IP address: 76.167.100.85
-  Document e-signed by Dave McGuigan (dmcguigan55@yahoo.com)
Signature Date: 2024-05-29 - 3:28:18 PM GMT - Time Source: server- IP address: 76.167.100.85
-  Document emailed to Shannon Stubblefield (sstubblefield@miracosta.edu) for signature
2024-05-29 - 3:28:21 PM GMT
-  Email viewed by Shannon Stubblefield (sstubblefield@miracosta.edu)
2024-05-29 - 4:00:16 PM GMT- IP address: 209.129.33.10
-  Document e-signed by Shannon Stubblefield (sstubblefield@miracosta.edu)
Signature Date: 2024-05-29 - 6:18:55 PM GMT - Time Source: server- IP address: 209.129.33.10
-  Agreement completed.
2024-05-29 - 6:18:55 PM GMT