



FOUNDATION

MIRACOSTA COLLEGE FOUNDATION BOARD GOVERNANCE AND NOMINATIONS COMMITTEE MEETING

Tuesday, January 31, 2023, 2:00 - 3:00 p.m.

MiraCosta College San Elijo Campus
3333 Manchester Avenue Cardiff, CA 92007
Conference Room 1131

Members of the community not able to attend in person can access the live stream here:
<https://www.miracosta.edu/faculty-staff/academic-information-services/media-services/ocn2.html>

Governance and Nominations Committee Members:

Alec Babiarz, Hap L'Heureux, Sudershan Shaunak, Denise Stillinger, Val Warner-Saadat, Sharon Wiback

Staff Support & Additional Attendees:

Elizabeth Lurenana, Shannon Stubblefield

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL, WELCOME, INTRODUCTIONS
- III. PUBLIC COMMENT ON ITEMS ON AND NOT ON THE AGENDA
- IV. CHANGES IN AGENDA ORDER
- V. APPROVE MEETING MINUTES – Action Required
 - A. Regular Meeting of October 25, 2022
- VI. PRESENTATION(S)
- VII. COMMITTEE REPORT(S)
 - A. Governance and Nominations
 - i. Update to “[Committee Roles & Responsibilities](#)” Policy
 - a. Not recommending changing the bylaws (Article VII, Section 4, Item b)
 - ii. Board Prospects
 - a. Hema
 - iii. AB 2449 Review and Recommendations/Brown Act Training
 - iv. Land Acknowledgment at Board Meetings
 - v. Update on Recognition of former board members
- VIII. ANNOUNCEMENTS, MEETING AND EVENT CALENDAR REVIEW
Next Governance and Nominations Committee Meeting:

Tuesday, April 25, 2023 at 2:00 – 3:00 p.m.

Next Finance Committee Meeting

Tuesday, February 7, 2023 at 1:00 – 2:30 p.m.

Next Executive Committee Meeting

Tuesday, February 7, 2023 at 3:00 – 4:00 p.m.

Next Quarterly Board Meeting

Tuesday, February 21, 2023 at 3:00 – 5:00 p.m.

Next Comprehensive Campaign Committee Meeting

Tuesday, February 28, 2023 at 1:00 – 2:00 p.m.

IX. FUTURE AGENDA ITEMS

X. ADJOURNMENT

*** ITEMS ON THE AGENDA:** Members of the audience may address the Foundation Board Committee 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 committee. Non-English speakers utilizing a translator will have six (6) minutes to directly address the Committee.

ITEMS NOT ON THE AGENDA: Members of the audience may address the Foundation Board Committee on any topic not on the agenda so long as the topic is within the jurisdiction of the Foundation. Under the Brown Act, the committee 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 committee 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 committee may ask a question for clarification. A member of the committee or the committee 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 committee waives the time limit. Non-English speakers utilizing a translator will have six (6) minutes to directly address the committee. The committee 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 committee 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 Committee. 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.

Foundation Committee meetings are held in meeting rooms that are accessible to those with mobility disabilities. If you wish to attend the meeting and you have another disability requiring special accommodation, please notify the board assistant, 760.795.6645, 760.757.2121, extension 6645, or 619.755.5155, extension 6645. The California Relay Service is available by dialing 711 or 800-735-2929 or 800-735-2922.

In compliance with Government Code §54957.5, nonexempt writings that are distributed to a majority or all of the MiraCosta Community College District Foundation Board in advance of their meetings may be viewed at the Office of Institutional Advancement, 1 Barnard Drive, Oceanside, California, 92056 or by clicking on the Foundation website at <http://foundation.miracosta.edu/agendas>. 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 the board assistant by e-mail at foundation@miracosta.edu.



MIRACOSTA COLLEGE FOUNDATION BOARD GOVERNANCE AND NOMINATIONS COMMITTEE MEETING

MINUTES OF REGULAR MEETING

October 25, 2022
(DRAFT)

I. CALL TO ORDER (Meeting being recorded and live streamed)

The MiraCosta College Foundation Governance and Nominations Committee met in open session on Tuesday, October 25, 2022 in Room 1131 on the San Elijo Campus. Chair Stillinger called the meeting to order at 2:00p.m.

II. ROLL CALL

Committee Members Present:

Alec Babiarz	Hap L'Heureux (left at 3:04 p.m.)	Sudershan Shaunak
Denise Stillinger	Val Saadat	Sharon Wiback (left at 2:59 p.m.)

Committee Members Absent:

None

Staff Support Present:

Elizabeth Lurenana	Shannon Stubblefield
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III. PUBLIC COMMENT ON ITEMS ON AND NOT ON THE AGENDA

None

IV. CHANGES IN AGENDA ORDER

None

V. APPROVE MEETING MINUTES – Action Required

A. Regular Meeting of July 26, 2022

- i. By motion of Committee Member Wiback, seconded by Committee Member Saadat, the minutes of the regular meeting of July 26, 2022 were approved.

Vote: 6/0/0/0

Objection: None

Aye: Babiarz, L'Heureux, Shaunak, Stillinger, Warner-Saadat, Wiback

Nay: None

Abstentions: None

Absent: None

VI. PRESENTATION(S)

- A. Kurth shared a “Mission Moment” story of an interaction with a MiraCosta student singing the praises of the college (specifically Lise Flocken).

VII. COMMITTEE REPORT(S)

A. Governance and Nominations

- i. Bylaws Revision (Article V, Section 1)

- a. Staff provided recommended updates to language to more clearly define the process of changing board officers. This is not a change so much as a clarification. Committee discussed.

1. Committee members agreed any concerns about a slate of officers should be shared at the Governance & Nominations committee meeting, not at the board meeting where the vote is taken.
2. Committee members determined there needs to be clear process and qualifications for determining who the final slate of officers is, in case of multiple desiring positions. This does not need to be in the bylaws but should be an internal document proposed by staff.
3. By motion of Committee Member Wiback, seconded by Committee Member Babiarz, the recommended updates to Article V, Section 1 of the bylaws were approved.

Vote: 6/0/0/0

Objection: None

Aye: Babiarz, L'Heureux, Shaunak, Stillinger, Warner-Saadat, Wiback

Nay: None

Abstentions: None

Absent: None

- b. Committee members discussed the need to add language for the committee's duty to nominate the slate of officers to Article VII, Section 4, Item b. of the bylaws. Executive Director Stubblefield will prepare recommended language for the Governance & Nominations Committee meeting on January 31, 2023.

ii. Review of Updated Flowcharts for Recruitment & Onboarding of new Board Members

- a. The committee reviewed both flowcharts and made the following notes/corrections for staff to edit.

1. Recruitment: Update date and version number, update "Introduction" in top right box.
2. Onboarding: Staff will update revision date and control. No other changes.
3. Staff will discuss a revision control system with Vice President of Administrative Services Tim Flood.

- b. By motion of Committee Member Shaunak, seconded by Committee Member Wiback the Recruitment and Onboarding flowcharts were approved.

Vote: 6/0/0/0

Objection: None

Aye: Babiarz, L'Heureux, Shaunak, Stillinger, Warner-Saadat, Wiback

Nay: None

Abstentions: None

Absent: None

iii. Discussion of Board Gaps/Needs

- a. Review Board Grid: Executive Director Stubblefield asked what gaps in the grid and on the board as a whole the committee sees as highest priority. The committee discussed and concluded the high priority gaps are:

1. It is important for the board to represent those we serve. The board lacks representation in the following communities:
 - Latinx/Hispanic representation.
 - LGBTQIA+ representation
 - It was recommended to add Veteran/not-Veteran to the Grid.
2. Estate Law
3. Real Estate
4. CPA (to fill role of Treasurer when Treasurer Bandemer's term is up)

- b. Executive Director Stubblefield asked if having a personal connection to MiraCosta College is important for board prospects.

1. The committee agreed that passion for the mission and the work the college does is more important than a personal connection to MiraCosta specifically.
2. It is a bonus if there is a specific MiraCosta connection.
3. The committee noted it's important to look at where people work and live, since that affects their ability to fulfill roles and responsibilities of board members.

iv. Review Board Prospects

- a. Board Prospect List: Executive Director Stubblefield reviewed the current board prospect list and asked for guidance on who to prioritize following up with so as to be strategic about how to grow the board.
 1. The committee recommended prioritizing prospects who meet the following grid gaps: Latinx, Real Estate, Estate Law, LGBTQIA+, CPA
 2. The committee agreed Executive Director Stubblefield should share the foundation events calendar with prospective board members and ask how they plan to engage with the board. This will help the board discern who is a good candidate.
 3. A Governance & Nominations committee member should be present at the fact to face meeting with prospects whenever possible.
- b. Cindy Musser & Eva Budnik
 1. Executive Director Stubblefield reviewed Cindy & Eva's applications and the committee discussed.
 2. By motion of Committee Member Shaunak, seconded by Committee Member Saadat, Executive Director Stubblefield will proceed with Eva Budnik & Cindy Musser as prospective board members by advancing their names to the Executive committee.

Vote: 4/0/0/2

Objection: None

Aye: Babiarz, Shaunak, Stillinger, Saadat

Nay: None

Abstentions: None

Absent: L'Heureux, Wiback

v. Discussion of Standing Committees vs. Ad Hoc Committees and Splitting the Governance and Nominations Committee into Two

- a. The committee has determined there are not currently enough board members to consider splitting the committee in two. This topic can be re-opened when there are more board members.

vi. Former Board Member Appreciation

- a. There is a form letter that is typically sent to board members who resign or term off, but the committee recommended this letter should be personalized and recognize specific ways board members serve and how long they serve for.
- b. Executive Director Stubblefield recommended honoring former board members with a small plaque (not a naming opportunity) in their honor at a specific MiraCosta site that is meaningful to them. This would create a lasting legacy for them. The committee was supportive of the idea and Executive Director Stubblefield will continue to discuss this with other constituencies.

VIII. ANNOUNCEMENTS, MEETING AND EVENT CALENDAR REVIEW

Next Governance and Nominations Committee Meeting:

Tuesday, January 31, 2023 at 2:00 – 3:00 p.m.

Next Finance Committee Meeting

Tuesday, November 1, 2022 at 1:00 – 2:30 p.m.

Next Executive Committee Meeting

Tuesday, November 1, 2022 at 3:00 – 4:00 p.m.

Next Quarterly Board Meeting

Tuesday, November 15, 2022 at 3:00 – 5:00 p.m.

IX. FUTURE AGENDA ITEMS

- A. Consideration of Statement of Adherence to Confidentiality

X. ADJOURNMENT

- A. The meeting adjourned at 3:15 p.m.

DRAFT

DRAFT 2 Update to Board Manual, policy update: [Committee Roles & Responsibilities](#)

Policy:

<https://foundation.miracosta.edu/foundation-board/board-manual/board-committees.html>

[note black text is current policy; red text is draft recommendations for update in 2023; black text in green highlight is copy from the Bylaws as FYI for consistency]

Governance and Nominations Committee

The membership of the Governance and Nominations Committee shall consist of at least five board members and the College Vice President of the Office of Institutional Advancement who serves as an advisor. Committee members should be willing to serve as committee chair when a vacancy arises.

The Governance and Nominations Committee is responsible for identifying and evaluating prospective members of the board. The board will follow the Candidate Selection Process striving for equity and inclusion. The committee shall recommend candidates to the Executive Committee. The Executive Committee shall vote by majority to send this candidate to the full board for election. For more information, read the [Foundation Bylaws](#).

The Governance and Nominations Committee is responsible for leading the nomination of elected officers of the board during an election year and if vacancies arise.

During an Election Year: In the third-quarter board meeting of the fiscal year, the Governance and Nominations Committee will initiate the call for officers by announcing that board officers will be elected at the following fourth-quarter board meeting. Per the by-laws, service on the executive committee is a requirement to be considered for board president. Board members interested in serving as an officer of the board should contact the chair of the Governance and Nominations Committee by the end of the third quarter. In the fourth quarter, the Governance and Nominations Committee will finalize a recommended slate of officers to the Executive Committee. The Executive Committee will review and recommend a slate of officers to the board for a vote in the fourth quarter.

If Vacancies Arise: The board President will notify the chair of the Governance and Nominations Committee of any officer vacancies that occur outside of the election cycle. At the following committee meeting, the Governance and Nominations Committee will put forth a candidate from the board to fill the vacancy for the Executive Committee to review and recommend to the board of directors.

[From bylaws

The President, Vice-President, and Treasurer shall be elected from the Board at the fourth-quarter Board meeting of the fiscal year. The elected officers shall commence office on July 1 of the following fiscal year and serve for a period of two years.]



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

November 30, 2022

Dear Hema,

Thank you for your interest in joining the MiraCosta College Foundation Board of Directors.

You can learn more about the foundation and its board of directors by visiting <https://foundation.miracosta.edu/foundation/>. Here you will find a broad overview of the foundation as well as detailed information regarding board service under the [board manual](#) link.

Board members are first and foremost ambassadors for MiraCosta College. They share their time, treasure, and talents to maintain the [vision](#) and advance the [mission](#) of the foundation. Board members serve a four-year term with a limit of two consecutive terms. Throughout their tenure, board members provide insight and guidance to the foundation through the lens of their respective professional backgrounds. Board members are responsible for assuring the foundation's fiduciary conformance in the receipt, management, and administration of gifts received by the foundation for the benefit of MiraCosta College. Philanthropic leadership by board members is crucial to the success of the Foundation. Many board members have endowed scholarships, secured corporate foundation grants, and included the MiraCosta College Foundation in their estate plan. At a minimum, board members make a \$1,000 donation annually to a fund of their choice. Donors who give a \$1000 or more per fiscal year are part of the President's Circle.

Please take a few minutes to fill out the following questionnaire so we can get to know you better. Once your questionnaire has been received, the Executive Director of the Foundation will contact you with regards to the next steps in the candidate process.

Again, we appreciate your interest in the MiraCosta College Foundation and look forward to furthering our relationship with you.

Sincerely,

David McGuigan

President, MiraCosta College Foundation Board

Denise Stilling

Chair, Governance & Nominations Committee



BOARD Candidate Questionnaire

Please take about 10 minutes to complete and return this form to Foundation@miracosta.edu along with a digital headshot photo and current resume.

Name:

Home Address:

City: State: Zip:

Home Phone: Cell Phone:

Email Address:

Retired Currently Working Veteran Active Duty Military

Company Name:

Position:

Type of Business:

Are you an alumnus of MiraCosta College? Yes No

If yes, year you graduated: Major:

MiraCosta College Involvement (past/present):

In 2022, I co-facilitated the Administrators Offsite and led the program on leadership and diversity. I also attend the Community Leaders breakfast annually.

Education:

I hold a B.A. in Psychology and a minor in Business from The University of Arizona and an M.B.A in Global Management from University of Phoenix.

Other community activities:

I am involved in various San Diego based organizations including: Women Give San Diego, North County Philanthropic Council, SDHR Forum, North County HR SD, The Honor Foundation where I serve as a coach for transitioning Tier One Operators, assisting Business students from CSUSM do mock interviews, and I am an angel investor focusing on women-founded organizations.

Leadership roles:

I was an HR executive here in San Diego for various FinTech, Biotech, and Financial Services companies before starting my own company. I have also served on the Supervisory Committee at Frontwave Credit Union.

Other information:

I was named a Top 40 under 40 by the SDBJ in 2021. I have also co-authored two books, "The Everyday Leader" and "Designing Exceptional Organizational Cultures" which have both won awards for Non-Fiction books.

Foundation Office Only: Date Received: _____ Nominator: _____



Why do you want to join the MiraCosta College Foundation Board?

Over the past few years I have seen the work that Dr. Sunita Cooke and other leaders within MiraCosta College are doing to further education and keep the programs aligned with the ever-changing external business landscape. To be able to assist and lead in furthering the College's efforts to build and fund the future of education and to be able to do so in my own backyard is meaningful work. Additionally, I want to be able to contribute to making education affordable and accessible, especially to diverse populations. The ability to serve as an advocate for a college that is leading the way is impactful work.

What are some of the qualities and strengths you can bring to the Board?

As mentioned, I was an HR executive for many years before starting my own business. I am intimately familiar with all things talent, culture and leadership related. Additionally, having been a coach for many years, I am an adept listener, I ask critical questions and am able to think of new/innovative solutions. I am also well connected in the San Diego market. I am a firm believer that life is too short to not do what you love and follow your dreams and it is through this lens that I can formulate solutions that are beneficial for both the College as well as for the community.

How can we best utilize your skills to advance the [Foundation's mission and vision](#)?

While I am a utility player, I can best serve in ensuring that the Board and the MiraCosta College leadership conducts themselves in alignment with the values and in service to the mission all while creating an inclusive culture. Actively working and owning my own company allows me to be connected to the San Diego (and national) landscape around business market trends and skills needed for the future, bringing this information back to the board while also serving as an advocate for MiraCosta in the community and within businesses who can partner with the college to further education and opportunities.

What are your interests and passion regarding MiraCosta College?

Institutions like MiraCosta College are making education accessible and that is something that is important to me. When my family immigrated to the U.S. it was the Community College system that allowed my mom to obtain her degree and subsequent employment in Arizona. Additionally, I know the Futures work Dr. Cooke is doing is designed to really align programs to the business landscape while ensuring staff and faculty remain engaged. In the work I do, this is a successful combination and I would love to be part of furthering the College's mission and vision. Serving on the Board is my way of being part of changing education and ensuring more people are aware of the work of MiraCosta College.

Hema Crockett +

Board Applicant Name

12/1/2022 +

Date



Area(s) of Expertise (Check all that Apply):

- Attorney
- Business
- Education
- Government
- Health/Medical
- Technology
- Executive Management
- Entrepreneur
- Finance/Investments
- Accounting (CPA)
- Legal System
- Estate Law
- Real Estate
- Marketing/PR
- Fund Raising
- Gift Planning
- Other Board of Directors Positions
- Community Reinvest Act
- Other:

Diversity (Please self-identify):

Gender:

Ethnicity:

Religion:

LGBTQIA+: Yes No

Status:

Highest Level of Education: +

[MiraCosta College District of Residence](#) (if applicable):

Work Status: +

Industry/Sector: +

Institutional Relationship:



Conflict Of Interest Statement

It is the responsibility of all directors to ensure the standard of behavior at the MiraCosta College Foundation (hereafter referred to as the Foundation). All board members shall scrupulously avoid conflicts of interest between the interests of the Foundation on one hand, and personal, professional, and business interests on the other. This includes avoiding potential and actual conflicts of interest, as well as the perception of conflicts of interest.

No member of the Foundation Board of Directors shall derive any personal profit or gain, directly or indirectly, by reason of his or her participation in Foundation. Each member shall disclose to the Foundation any personal interest which he or she, or any member of his or her family, may have in any matter pending before the organization and shall refrain from participation in any decision on such matter. Some examples include conflicts may include stock ownership, business ownership or interest, and personal financial interest in a Foundation vendor.

Personal Gain Statement

Any member of the Foundation’s Board of Directors shall refrain from obtaining any list of Foundation’s clients for personal or private solicitation purposes at any time during the term of their affiliation.

In addition to my service for the Foundation, I or a member of my immediate family are a Board member, owner, partner, employee, or own a financial interest in the following organizations:

Gig Talent, LLC. (50% ownership)
High Performanceology, LLC. (50% ownership)
Summa Strategies, LLC. (100% ownership)
Clickvoyant (angel investment)

Hema Crockett

Print Name

12/1/2022

Date



Statement of Adherence to Confidentiality

The MiraCosta College Foundation and (“Volunteer”) enter into this agreement regarding the protection and security of the information supplied to Volunteer from MiraCosta College’s database of alumni and friends (“data”).

The MiraCosta College Foundation grants Volunteer access to the data solely for the purpose of assisting the college in identifying, qualifying and cultivating potential donors to the college.

In performing the Volunteer Activity for the MiraCosta College Foundation, Volunteer agrees:

1. The data is proprietary information and the exclusive property of the MiraCosta College Foundation and MiraCosta College.
2. Volunteer will use the data solely for performance of the Volunteer Activity.
3. Volunteer will exercise all reasonable precautions to assure that the data is held in strict confidence.
4. Volunteer will not disclose the data to any third party (including other alumni volunteers) without prior written consent of the MiraCosta College Foundation unless the third party has also entered into an “Agreement for the Protection of Proprietary Information” with the MiraCosta College Foundation.
5. Volunteer will exercise all reasonable precautions to prevent loss, theft, compromise, or misuse of the data.
6. Immediately upon completion of performance of the Volunteer Activity, Volunteer will destroy the data.
7. Volunteer will not retain any copy or copies of the data once the Volunteer Activity has been performed or completed.
8. If Volunteer is required to disclose any data pursuant to legal process, Volunteer shall notify the MiraCosta College Foundation before disclosing the data in order to allow the College to seek an appropriate remedy to protect the data.

All requests for the MiraCosta College Foundation authorization, consent, or permission pursuant to this agreement should be addressed to MiraCosta College’s Vice President, Institutional Advancement at 760-795-6775 or foundation@miracosta.edu. No such authorization, consent, or permission is valid unless signed by the executive director of the MiraCosta College Foundation.

Hema Crockett

Volunteer Name

12/1/2022

Date



Board Involvement Agreement

I understand as a MiraCosta College Foundation Board Member that I will fulfill the following commitments:

- **As Donors:** Members are expected to donate at least \$1,000 annually to the Foundation. Ideally, this should come from a personal donation by the member. Being able to state that all members are donors makes a powerful statement about commitment and credibility to individuals, companies, and institutions being asked to support MiraCosta College.
- **As Participants:** Members have a fiduciary responsibility to the Foundation. They will remain aware of fiscal management and other activities of the Foundation by attending the annual board retreat and at least two board meetings per year. They will also actively participate in at least two committees and attend at least two college events and one fundraising event per year. In addition, members will help review scholarships and innovative grant applications, as well as cultivate new board members.
- **As Advocates:** Members speak favorably about the college and the Foundation to friends and acquaintances that may have the ability to assist the college financially. Board members are ambassadors; they know the college story, tell it, and sell it.

Hema Crockett

Board Candidate Name

12/1/2022

Date

Foundation Office Only				
Nomination Approval Date	Nominator	Alumnus/ae:	Yes	No

Key Points of AB 2449

- AB 2449 provides complex and restrictive alternative teleconference procedures:
 - At least a quorum of the members of the legislative body must participate in person from a singular physical location identified on the agenda, which location will be open to the public and within the boundaries of the local agency;
 - A member may only teleconference for publicly disclosed "just cause" or in "emergency circumstances" approved by the legislative body; and
 - A member may only teleconference for a limited number of meetings.
- The new provisions are in addition to those allowed by AB 361 (so long as there is a state of emergency) and those allowed by traditional teleconferencing rules.
- The new provisions are likely so onerous that they may not be a practical alternative for most local agency officials or for agencies that would like to meet virtually as a matter of practice.

Just Cause vs. Emergency Circumstances

The bill defines "just cause" and "emergency circumstances" for the purposes of teleconferencing.

"Just cause" is limited to one or more of the following:

- (i) a childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires them to participate remotely;
- (ii) a contagious illness that prevents a member from attending in person;
- (iii) a need related to a physical or mental disability as defined by statute; or
- (iv) travel while on official business of the legislative body or another state or local agency.

"Emergency circumstances" means a physical or family medical emergency that prevents a member from attending in person.

**Source: [Governor Signs AB 2449: The Latest Development to the Brown Act in a Post-Pandemic World](https://www.hansonbridgett.com/news/governor-signs-ab-2449-the-latest-development-to-the-brown-act-in-a-post-pandemic-world) ([hansonbridgett.com](https://www.hansonbridgett.com))

General Brown Act Training Recommended for full board to review

<https://www.sandiego.gov/insidesd/understanding-brown-act>

MiraCosta Land Acknowledgment

We acknowledge the original caretakers of the land on which MiraCosta College is built. The Luiseno people are made up of seven bands: the La Jolla, Pala, Pauma, Pechanga, Rincon, San Luis Rey, and Soboba. We pay our respects to the Luiseno – past, present, and emerging, and are grateful to have the opportunity to be part of this community and to honor their history, culture, and spirit.