



## **MIRACOSTA COLLEGE FOUNDATION BOARD GOVERNANCE AND NOMINATIONS COMMITTEE MEETING**

**Tuesday, April 15, 2025, 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://linktr.ee/miracostacollegefoundation>

### ***Governance and Nominations Committee Members:***

Hema Crockett, Alma Flores, Amy McNamara, Diane Mills,  
Denise Stillinger, Val Warner-Saadat, Sharon Wiback

### ***Staff Support & Additional Attendees:***

Elizabeth Lurenana, Shannon Stubblefield

### ***MiraCosta College Foundation Mission:***

*Promote the benefits of MiraCosta College and secure resources that transform lives.*

### ***MiraCosta College Foundation Vision:***

*Educational opportunities for all.*

### ***Land Acknowledgement:***

*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.*

## **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 January 28, 2025
- VI. COMMITTEE REPORT(S)**
  - A. Governance and Nominations
    - i. Board Prospects for FY 25/26
      - a. Gap Analysis
      - b. President's Reception
      - c. Board Prospects for FY25/26 (Goal: 4 new members)
    - ii. Calendar

- a. End of Year Celebration Events
- b. Meeting Calendar for FY25/26

## **VII. ANNOUNCEMENTS, MEETING AND EVENT CALENDAR REVIEW**

### **Next Governance and Nominations Committee Meeting (San Elijo Campus)**

Tuesday, August 5, 2025 at 2:00 – 3:00 p.m.

### **Next Audit Committee Meeting (San Elijo Campus)**

Tuesday, April 22, 2025 at 1:00 – 1:30 p.m.

### **Next Finance Committee Meeting (San Elijo Campus)**

Tuesday, April 22, 2025 at 2:00 – 3:30 p.m.

### **Next Executive Committee Meeting (San Elijo Campus)**

Tuesday, April 22, 2025 at 3:45 – 5:00 p.m.

### **Next Quarterly Board Meeting (Oceanside Campus)**

Tuesday, May 6, 2025 at 3:00 – 6:00 p.m.

## **VIII. FUTURE AGENDA ITEMS**

## **IX. 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, 760.757.2121, extension 6940. 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/>. 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, at 760.795.6645 or by e-mail at [foundation@miracosta.edu](mailto:foundation@miracosta.edu)



## MIRACOSTA COLLEGE FOUNDATION BOARD GOVERNANCE AND NOMINATIONS COMMITTEE MEETING

### MINUTES OF THE REGULAR MEETING

**January 28, 2024**  
**DRAFT**

#### I. CALL TO ORDER

The MiraCosta College Foundation Governance and Nominations Committee met in open session on Tuesday, January 28, 2024 in Room 1131 on the San Elijo Campus (3333 Manchester Ave, Cardiff, CA 92007). The meeting was live-streamed and recorded on Zoom. Vice Chair Wiback called the meeting to order at 2:06 p.m.

#### II. ROLL CALL, WELCOME, INTRODUCTIONS

##### Committee Members Present:

Hema Crockett	Alma Flores	Amy McNamara	Diane Mills
Val Saadat	Denise Stillinger (2:17p.m.)	Sharon Wiback	

##### Committee Members Absent:

None

##### Staff Present:

Elizabeth Lurenana                      Shannon Stubblefield

#### 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. By motion of Committee Member McNamara, seconded by Committee Member Saadat, the minutes of the regular meeting of October 29, 2024 were approved as presented.

Vote:	6/0/0/1
Aye:	Crockett, Flores, McNamara, Mills, Saadat, Stillinger, Wiback
Nay:	None
Abstain:	None
Absent:	Stillinger

#### VI. COMMITTEE REPORT(S)

##### A. Governance and Nominations

##### i. Emeritus Board Member Knox Williams

- a. The committee discussed the passing of Emeritus Board Member Knox Williams, sharing memories of him.
  - Emeritus Board Member Williams will be recognized at the February Quarterly Board Meeting.
  - Staff will update the website and board documents with an asterisk noting he is an emeritus board member who has passed away.

##### ii. Board Development

- a. VP/ED Stubblefield reviewed proposed changes to the “Areas of Expertise” in the board grid.

- The committee reviewed the recommended new “Areas of Expertise” list and agreed to implement them as proposed, along with the addition of the Energy/Sustainability sector.
- Other categories on the more general grid are ethnicity, age, gender, sexuality, veteran status, alumni status, and religion. These are to be considered when bringing on additional board members.
- b. Staff and the committee reviewed the term expiration grid, noting that seven members are terming out on 6/30/26. They also discussed the best strategy and timeline for bringing on new board members.
  - The committee’s goal for FY 2025/26 will be to onboard four new board members, to manage the number of board member whose terms expire in the same year.
  - The committee discussed the need to identify what gaps will be left behind by board members whose terms are expiring.
    - i. Committee Members also recommended preemptively checking with the board members rolling off in 2026 to see if they are likely to want to re-join after their year hiatus.
    - ii. Chair Stillinger will contact these board members.
  - VP/ED Stubblefield reiterated the need for people who are committed to the mission and vision of MiraCosta College as first priority. Filling any specific gaps in expertise or demographics happens more naturally.
  - Staff will share a sample LinkedIn post that board members can post on LinkedIn, to share the Foundation Board opportunity with their communities.
  - Staff are in touch with board members who previously rolled off the board and can confirm if they are interested in rejoining. They will also reach out to alumni.

## VII. STAFF UPDATES

- A. VP/ED Stubblefield announced staff are proposing a new event: The 2025 President’s Reception hosted by the MiraCosta College Foundation Board. The event aims to introduce new community members to the college. She also discussed additional detailed goals.
  - i. This would be a mid-morning coffee format the first time, but additional similar events could happen at different times in the future.
  - ii. Staff are asking board members to consider attending and inviting guests to attend as well, with the goal of having 10-15 board members and 10-15 new community members in attendance.
  - iii. The committee discussed the proposed event and gave recommendations:
    - a. Hosting an additional event on the San Elijo Campus.
    - b. Offering campus tours after the official event.
    - c. Committee Member Saadat said Campus Police could block off a designated amount of parking spots for the event.
    - d. Committee members emphasized the importance of having students speak as part of the program and staff said they will also be asking student ambassadors to be present to mingle with guests.
  - iv. Staff will send out the date when it is confirmed.

## VIII. ANNOUNCEMENTS, MEETING AND EVENT CALENDAR REVIEW

**Next Finance Committee Meeting** (San Elijo Campus)

Tuesday, February 4, 2025 at 2:00 – 3:30 p.m.

**Next Executive Committee Meeting** (San Elijo Campus)

Tuesday, February 4, 2025 at 3:45 – 5:00 p.m.

**Next Quarterly Board Meeting** (TCI Campus)

Tuesday, February 25, 2025 at 3:00 – 5:00 p.m.

**Scholarship Celebration (Oceanside Campus)**

Friday, February 28, 2025 at 5:00 – 7:00 p.m.

**Next Governance and Nominations Committee Meeting (San Elijo Campus)**

Tuesday, April 15, 2025 at 2:00 – 3:00 p.m.

**Next Audit Committee Meeting (San Elijo Campus)**

Tuesday, April 22, 2025 at 1:00 – 1:30 p.m.

**IX. FUTURE AGENDA ITEMS**

None

**X. ADJOURNMENT**

The meeting was adjourned at 2:53 p.m.

DRAFT

Board Member	AREAS OF EXPERTISE										C-SUITE REPRESENTATION					DIVERSITY			
	Wealth Mngt / Investments	Accounting (CPA)	Real Estate/Property Mngt	Human Resources	Marketing / PR	Fundraising	Estate Law	Legal System	Economic Development	Business Ownership	Biotech	Health/Medical	Technology	Manufacturing/Advanced Manufacturing	Energy/Sustainability	Gender	Ethnicity	LGBTQ	Veteran/Military
Benson, Dottie	1		1				1	1								Female	White	No	No
Crockett, Hema				1						1						Female	Asian American	No	No
<i>Figueroa, Jimmy</i>						1		1								<i>Male</i>	<i>Latino/Hispanic</i>	<i>No</i>	<i>No</i>
Flores, Alma				1												Female	Latino/Hispanic	No	No
Gray, Michelle	1															Female	White	No	No
<i>Kurth, MD, Janice</i>						1										<i>Female</i>	<i>White</i>	<i>No</i>	<i>No</i>
McCarthy, Neil	1	1	1													Male	White	Yes	No
<i>McGuigan, David</i>					1	1										<i>Male</i>	<i>White</i>	<i>No</i>	<i>No</i>
McNamara, Amy	1		1													Female	White	No	No
Mills, Diane			1		1											Female	Latino/Hispanic	No	No
Musser, Cindy		1														Female	White	No	No
Pearson, Karen					1	1										Female	White	No	No
Richards, Mark								1								Male	African American	No	No
<i>Saadat, Val</i>								1								<i>Female</i>	<i>African American</i>	<i>No</i>	<i>No</i>
<i>Snodgrass, Tim</i>		1	1		1	1	1									<i>Male</i>	<i>White</i>	<i>No</i>	<i>No</i>
Spano, Anthony										1						Male	White	No	No
<i>Stillinger, Denise</i>					1	1										<i>Female</i>	<i>White</i>	<i>No</i>	<i>No</i>
<i>Wiback, Sharon</i>										1						<i>Female</i>	<i>White</i>	<i>No</i>	<i>No</i>

*Italics = Term ends 6/30/26*

Red = Gap Area

## 2024-25 MiraCosta College End of Year Celebrations

### Spring Celebration of Excellence

**Date & Time:** Friday, April 18, 3 PM

**Location:** OC Dining Hall

### [Student Leaders Banquet](#)

**Date & Time:** Thursday, April 24, 5 - 8 PM

**Location:** OC Dining Hall

### [EOPS Student Recognition Ceremony](#)

**Date & Time:** Saturday, April 26, 10 AM - NOON

**Location:** OC Dining Hall

### [MESA Year End Celebration](#)

**Date & Time:** Wednesday, April 30, 5 - 7 PM

**Location:** OC Dining Hall

### [Medal of Academic Merit](#)

**Date & Time:** Thursday, May 1, 3PM

**Location:** Aztlan

### [Monarch Celebration](#)

**Date & Time:** Thursday, May 1, 5 - 7 PM

**Location:** OC Dining Hall

### [Veterans Services Graduation](#)

**Date & Time:** Friday, May 2, 5 - 7 PM

**Location:** OC Dining Hall

### [Mana Fa'au'u'uga Celebration](#)

**Date & Time:** Tuesday, May 6, 5 - 7 PM

**Location:** OC 5300 Courtyard

### [Puente End of Year Celebration](#)

**Date & Time:** Wednesday, May 7, 5 -7 PM

**Location:** OCN Dining Hall

### [Lavender Celebration](#)

**Date & Time:** Thursday, May 8, 6 - 8 PM

**Location:** OCN Dining Hall

### [SAS Celebration](#)

**Date & Time:** Friday, May 9, 3 - 5PM

**Location:** OCN Dining Hall

### [Math Scholarship Awards](#)

**Date & Time:** Friday, May 9, 2 - 3 PM

**Location:** OC3501

### Celebración de Excelencia

**Date & Time:** Friday, May 9, 5 - 9 PM

**Location:** Concert Hall

### [Athletic Department Celebration of Excellence](#)

**Date & Time:** Tuesday, May 13, 4 -5:30 PM

**Location:** OC 5300 Courtyard

### Rites of Passage (Black Graduation)

**Date & Time:** Wednesday, May 14, 5-7 PM

**Location:** TBD

### [International Office Graduate Luncheon](#)

**Date & Time:** Friday, May 16, 12:30 - 1:30 PM

**Location:** Oceanside Campus 14180

### [RAFFY Recognition Ceremony](#)

**Date & Time:** Friday, May 16, 1 - 3 PM

**Location:** OC 5313

### [Transitions Scholars End of Year Celebration](#)

**Date & Time:** Friday, May 16, 6 - 8 PM

**Location:** Student Dining Hall

### [Biomufacturing Graduation](#)

**Date & Time:** Wednesday, May 21, 5 - 6 PM

**Location:** Theatre

### [RN Pinning](#)

**Date & Time:** Thursday, May 22, 4 - 5 PM

**Location:** Theatre

### [Theater Department Spotlight Awards](#)

**Date & Time:** Monday, May 19, 5 - 7 PM

**Location:** Theatre

### [Adult High School Graduation](#)

**Date & Time:** Thursday, May 22, 5:45 PM

**Location:** CLC

### [Commencement](#)

**Date & Time:** Friday, May 23, 5 PM

**Location:** Soccer Field

### [Alumnipalooza](#)

**Date & Time:** Saturday, June 7, 12 - 3 PM

**Location:** Oceanside Campus Clocktower



FOUNDATION

## Meeting and Event Calendar: July 1, 2025 to June 30, 2026

### Quarterly Board Meetings

*(Location Varies – See Calendar Invite)*

3:00 – 5:00 p.m. Tuesday, August 26, 2025

3:00 – 5:00 p.m. Tuesday, November 18, 2025

3:00 – 5:00 p.m. Tuesday, February 24, 2026

3:00 – 6:00 p.m. Tuesday, June 2, 2026

### Finance Committee Meetings

*(3333 Manchester Blvd, Encinitas, CA 92007)*

2:00 – 3:30 p.m. Tuesday, August 12, 2025

2:00 – 3:30 p.m. Tuesday, November 4, 2025

2:00 – 3:30 p.m. Tuesday, February 10, 2026

2:00 – 3:30 p.m. Tuesday, May 19, 2026

### Audit Committee Meetings

*(3333 Manchester Blvd, Encinitas, CA 92007)*

1:00 – 1:30 p.m. Tuesday, May 18, 2026

### Ad hoc Innovation Grants & Scholarships Committee Meetings

*(1 Barnard Dr., Oceanside, CA 92056 or Zoom)*

2:00 – 3:00 p.m. Tuesday, July 29, 2025

2:00 – 3:00 p.m. Tuesday, October 21, 2024

2:00 – 3:00 p.m. Tuesday, January 20, 2026

2:00 – 3:00 p.m. Tuesday, May 5, 2026

### Ad hoc Resource Development Committee

*(Zoom – every other month)*

Dates TBD

### Community Leaders Breakfast

*(5480 Grand Pacific Dr, Carlsbad, CA 92008)*

October 17, 2025 @ 7:00 – 9:00 a.m

### Governance and Nominations Meetings

*(3333 Manchester Blvd, Encinitas, CA 92007)*

2:00 – 3:00 p.m. Tuesday, August 5, 2025

2:00 – 3:00 p.m. Tuesday, October 28, 2025

2:00 – 3:00 p.m. Tuesday, February 3, 2026

2:00 – 3:00 p.m. Tuesday, May 12, 2026

### Executive Committee Meetings

*(3333 Manchester Blvd, Encinitas, CA 92007)*

3:45 – 5:00 p.m. Tuesday, August 12, 2025

3:45 – 5:00 p.m. Tuesday, Nov 4, 2025

3:45 – 5:00 p.m. Tuesday, February 10, 2026

3:45 – 5:00 p.m. Tuesday, May 19, 2026