



MOU Between the
MiraCosta Community College District &
MiraCosta Community College District – Faculty Assembly
25–09

This MOU modifies the terms of Appendix 5.1 of the Faculty Assembly 2025–2028 contract to allow for the specific project identified below:

- 1) The District and the Faculty Assembly have agreed to the creation of the following special project coordinator: Coordinator, Mental Health Services (“Coordinator”).
- 2) The Coordinator shall undertake the following responsibilities:
 - a. Weekly individual and group clinical supervision for unlicensed associate faculty and mental health counseling interns required by the California Board of Behavioral Sciences.
 - b. Coordinate between the medical and mental health counseling teams within Health Services.
 - c. Consult and provide faculty leadership for situations involving students’ mental health needs with unlicensed associate faculty and mental health counseling interns.
 - d. Coordinate the response to CARE Referrals for the mental health counseling team.
 - e. Peer Educator program recruitment, training, and general work direction for student workers.
 - f. Represent the mental health counseling team in meetings such as the Student Affairs Leadership Team.
 - g. Communicate with graduate school programs for mental health counseling interns.
 - h. Train new team members on departmental processes, such as documentation of counseling sessions.
 - i. Coordinate classroom and student group mental health presentations.
 - j. Consultation with faculty and staff about students and best practices.
 - k. Professional development for faculty and staff about mental health counseling-related topics.
 - l. Connect with contractors as needed for service improvement.
 - m. Coordinate the release of mental health counseling records when needed.
 - n. Recommend schedules for associate faculty and mental health counseling interns.
- 3) Full-time faculty members interested in the Coordinator position shall submit a letter of interest to the Dean of Student Affairs. The Dean of Student Affairs, in consultation with the Vice President of Student Services, shall appoint a faculty member to serve as the Coordinator beginning in the Fall of 2025.
- 4) The Coordinator shall meet all licensing requirements in effect for this role. The Coordinator shall provide ongoing and regular reports to the Dean of Student Affairs.

- 5) The Coordinator shall be provided with a minimum of 0.6 FTE (9 LHE) to a maximum of 0.8 FTE (12 LHE) reassigned time per semester in support of these responsibilities at the discretion of the Dean. The responsibilities of the Coordinator position may be split between multiple faculty members not to exceed the total FTE reassigned time per semester provided by this agreement.
- 6) Each year, the Vice President of Human Resources, the Vice President, of Student Services and the Faculty Assembly may assess the continuing needs of the department and determine if any changes need to be implemented to this MOU.

This agreement will become effective upon approval. It shall expire on June 30, 2028.

Sunita V. Cooke, Ph.D.

Mary Gross, M.S.



Sunita Cooke (Oct 19, 2025 16:19:54 PDT) 10/19/2025

Signature
Superintendent/President
MiraCosta Community College District

Date



Mary Gross (Oct 19, 2025 09:17:40 PDT) 10/19/2025

Signature
President
MCCCD Faculty Assembly

Date

FA 25-09 MH Coordinator

Final Audit Report

2025-10-19

Created:	2025-10-17
By:	Eva Brown (evbrown@miracosta.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAUxYyUuAdOpfleTK9DDdCCfpGSn_KX_HJ

"FA 25-09 MH Coordinator" History

-  Document created by Eva Brown (evbrown@miracosta.edu)
2025-10-17 - 5:26:35 PM GMT- IP address: 209.129.33.70
-  Document emailed to Mary Gross (mgross@miracosta.edu) for signature
2025-10-17 - 5:28:49 PM GMT
-  Email viewed by Mary Gross (mgross@miracosta.edu)
2025-10-18 - 10:03:43 AM GMT- IP address: 54.236.209.133
-  Document e-signed by Mary Gross (mgross@miracosta.edu)
Signature Date: 2025-10-19 - 4:17:40 PM GMT - Time Source: server- IP address: 66.75.75.29
-  Document emailed to Sunita Cooke (scooke@miracosta.edu) for signature
2025-10-19 - 4:17:41 PM GMT
-  Email viewed by Sunita Cooke (scooke@miracosta.edu)
2025-10-19 - 4:18:11 PM GMT- IP address: 34.192.255.63
-  Document e-signed by Sunita Cooke (scooke@miracosta.edu)
Signature Date: 2025-10-19 - 11:19:54 PM GMT - Time Source: server- IP address: 68.6.250.230
-  Agreement completed.
2025-10-19 - 11:19:54 PM GMT

