



**PERALTA COMMUNITY COLLEGE DISTRICT**  
**JOINT**  
**PARTICIPATORY GOVERNANCE COUNCIL (PGC)**  
**PLANNING BUDGET COUNCIL (PBC)**  
**MEETING MINUTES**

Friday, March 26, 2021  
 9 a.m. – 11 a.m.

**CO-CHAIRS**

PGC - Carla Walter, Interim Chancellor  
 PGC - Donald Moore, DAS President  
 PBC – Adil Ahmed, Interim Vice Chancellor of Finance & Administration  
 PBC – Thomas Renbarger, Co-Chair, Academic Senate President, Merritt College

**PGC MEMBERSHIP**

**PBC MEMBERSHIP**

Carla Walter, Interim Chancellor, PCCD (Co-Chair)	Adil Ahmed, Co-Chair, Interim V.C. of Finance & Admin.
Donald Moore, President, DAS (Co-Chair)	Thomas Renbarger, Co-Chair, Academic Senate President
Angélica Garcia, President, BCC	Donald Moore, DAS President
Nathaniel Jones, President, COA	Matthew Freeman, Faculty, BCC
Dr. Mark C. Fields in for Rudy Besikof, Laney	Jennifer Shanoski, PFT President
David Johnson, President, Merritt	Scott Barringer, Local 39 Representative
Eleni Gastis, President, Laney Faculty Senate	Kawanna S. Rollins, SEIU Representative
Jamille Teer, Representative, Local 1021	Tami Taylor, Interim Budget Director
Jennifer Shanoski, President, PFT	Nathaniel Jones, III, President, COA
Ronald McKinley, Acting Vice-Chancellor, HR	Tina Vasconcellos, VPSS, COA
Matthew Freeman, President, BCC Faculty Senate	Aurelie Sciaroni, Student Representative
Matthew Goldstein, President, COA Faculty Senate	Helen Ku, Institutional Research Designee
Thomas Renbarger, President, Merritt Faculty Senate	Louie Martirez, Classified Senate Appointee
Anthony Edwards, Representative, Local 39	David M. Johnson, President, Merritt College
Tachetta Henry, Classified Senate President, Merritt	Richard Ferreira, Executive Asst., Notetaker (non-voting)
TBD, Student Representative	Joan Davis, Staff Assistant, Notetaker (non-voting)
Sasha Amiri, Notetaker (non-voting)	

*Members – 15; Quorum – 8*

**PRESENT:**

Carla Walter, Interim Chancellor, PCCD (Co-Chair)  
 Donald Moore, President, DAS (Co-Chair)  
 Angélica Garcia, President, BCC  
 Nathaniel Jones, President, COA  
 Mark C. Fields in for Rudy Besikof, Laney  
 David Johnson, President, Merritt  
 Eleni Gastis, President, Laney Faculty Senate  
 Jamille Teer, Representative, Local 1021  
 Matthew Freeman, President, BCC Faculty Senate  
 Matthew Goldstein, President, COA Faculty Senate  
 Thomas Renbarger, President, Merritt Faculty Senate  
 Tachetta Henry, Classified Senate President, Merritt

Sasha Amiri, Notetaker (non-voting)

**GUESTS:**

Adil Ahmed, Co-Chair, Interim V.C. of Finance & Admin.  
 Thomas Renbarger, Co-Chair, Academic Senate President  
 Donald Moore, DAS President  
 Matthew Freeman, Faculty, BCC  
 Jennifer Shanoski, PFT President  
 Scott Barringer, Local 39 Representative  
 Kawanna S. Rollins, SEIU Representative  
 Tami Taylor, Interim Budget Director  
 Nathaniel Jones, III, President, COA  
 Tina Vasconcellos, VPSS, COA  
 Aurelie Sciaroni, Student Representative  
 Helen Ku, Institutional Research Designee  
 Louie Martirez, Classified Senate Appointee  
 David M. Johnson, President, Merritt College  
 C.M. Brahmbhatt, Consultant, Cambridge West Partnership  
 Joseph J. Bielanski, Jr., DAS Representative  
 Jeffrey Sanceri, Faculty, College of Alameda  
 Marla Williams-Powell, Interim Executive Fiscal Director, District  
 Mark Johnson, Executive Director, Dept. of MC&PR

Richard Ferreira, Executive Asst., Notetaker (non-voting)  
 Joan Davis, Staff Assistant, Notetaker (non-voting)

**I. STANDING ITEMS**

**A. CALL TO ORDER (9:03 a.m.)**

**B. ADOPTION OF THE AGENDA:**  
Motion to Approve the Meeting Agenda  
 M/S: Eleni Gastis/David Johnson  
 MOTION APPROVED

**C. APPROVAL OF MINUTES:**

- i. February 19, 2021 PBC Meeting Minutes
  - Motion to Approve the February 19<sup>th</sup>, 2021 PBC Meeting Minutes  
 M/S: Matt Freeman/Tami Taylor  
 MOTION APPROVED
- ii. February 26, 2021 PGC Meeting Minutes
  - Motion to Approve the February 26, 2021 PGC Meeting Minutes  
 M/S: Jamille Teer/Eleni Gastis  
 MOTION APPROVED  
 ABSTAINED: Tachetta Henry, Mark C. Fields

**D. PUBLIC COMMENT**  
 There was no public comment.

**E. COMMITTEE/COUNCIL REPORTS (2 minutes each)**

- i. District Academic Affairs and Student Services Committee
  - No report was made
- ii. Planning & Budgeting Council
  - Tom Renbarger stated that he requested the joint meeting due to the budget and development process at the colleges were happening at a compressed timeframe, and getting a budget approved by the PBC was not attainable for the March 19<sup>th</sup> meeting date.
- iii. District Facilities Committee
  - Jamille Teer stated that she was not on the committee but did attend. There was no quorum. Technically the meeting didn't happen, but there were brief updates given.
  - Donald Moore asked if they needed to reinvigorate the committee
  - Jamille Teer said that they could get an informal report from AECOM, and the issue wasn't getting information out but getting a quorum. Mark Johnson helped coordinate the meeting since there is no E.A. at this time. She didn't think a calendar invite was sent out, so no one showed up unless they saw the announcement.
- iv. District Technology Committee
  - Matthew Goldstein stated an announcement from the Distance E.D. Coordinator that the international online learning and equity convention was happening in April, and more than 200 people have signed up. Also mentioned that there was discussion about the update to the District website, about how to integrate the College websites with the District websites.
  - Donald Moore asked if there were any issues to address with the committee regarding the rollout.
  - Matthew Goldstein said they gave kudos to faculty staff and administrators who helped with the quality assurance testing on the new Peoplesoft and reminded everyone not to delete the email announcements that come out as they are a step-by-step guide on how to use the system.

**II. CARRIED OVER AND NEW ITEMS**

<b>TOPIC:</b>	<b>GOAL:</b>	<b>DISCUSSION:</b>	<b>ACTION ITEM:</b>
<b>PBC Committee Membership</b>	<i>Discussion</i>	<ul style="list-style-type: none"> <li>• Tom Renbarger stated Louie Martirez had filled the Classified Senate Vacancy.</li> </ul>	

<p><b>Approval of Board Policies</b></p> <p><b>Presenter: Joseph Bielanski</b></p> <ul style="list-style-type: none"> <li>• <b>BP 2220</b></li> <li>• <b>BP 2435</b></li> <li>• <b>BP 3410</b></li> <li>• <b>BP3430</b></li> <li>• <b>BP 3518</b></li> <li>• <b>BP 5035</b></li> <li>• <b>BP 5500</b></li> <li>• <b>BP 7330</b></li> </ul>	<p><i>Discussion &amp; Action</i></p>	<ul style="list-style-type: none"> <li>• Joseph Bielanski stated the updates come from the Community College League of California subscription.</li> <li>• BP2220 needs to be delayed. It needs to go back to the Chancellor's cabinet for more clarity.</li> <li>• BP2435 added an E.D. code citation reference.</li> <li>• BP3140 added immigration status.</li> <li>• BP3430 added ethnicity and immigration status.</li> <li>• BP3518 CCLC states that it was legally required to have this policy and added a number of administrative procedures.</li> <li>• BP5035 a note has been added: Effective 1/1/20, the educational debt collection practices prohibit districts from withholding transcripts on the grounds of student debt.</li> <li>• BP5500 specified that sexual harassment under Title IV is dealt with now under BP3433 and added additional language required by the CCLC.</li> <li>• BP7330 updated to reflect the education codes require that the medical certificate required under this policy must indicate an employee's freedom from communicable diseases unfitting the employee to instruct or associate with students, including tuberculosis.</li> <li>• All policies to be approved by the joint committees except for BP2220.</li> <li>• Jamille Teer stated BP2220 did not have any classified</li> </ul>	<ul style="list-style-type: none"> <li>• Motion passed to approve all B.P.'s excluding BP2220</li> <li>• BP2220 Will be brought back to the next meeting.</li> </ul>

		<p>representation and hopes that the Chancellor's cabinet will address it.</p>	
<p><b>Diversity, Equity and Inclusion Month (April) Resolution</b></p>	<p><i>Discussion &amp; Action</i></p>	<ul style="list-style-type: none"> <li>• Royl Roberts, CoS, gave his report.</li> <li>• The meeting convened on January 15, 2021, and created a list of recommended deliverables:</li> <li>• Resolution: Samples on the CCC site</li> <li>• A web page devoted to DEI- Districtwide or Individual <ul style="list-style-type: none"> <li>• - Include base knowledge for DEI work</li> <li>• - Allow Colleges to expand on The information.</li> </ul> </li> <li>• Institutionalize – College Council and Roundtables <ul style="list-style-type: none"> <li>• - DEI is a standing item</li> <li>• - How is this informed and Who informs this agenda Item?</li> </ul> </li> <li>• Agendize the issues <ul style="list-style-type: none"> <li>• - Cabinet</li> <li>• - Discussion</li> <li>• - Comments</li> <li>• - Memorialize</li> <li>• - Coordination</li> <li>• - DEI Mission</li> <li>• - DEI Vision</li> <li>• - Student Focused</li> </ul> </li> <li>• Students have their own call to action. <ul style="list-style-type: none"> <li>• - Should we include students As part of this group</li> </ul> </li> <li>• It was reiterated in the meeting that these initiatives would stay within the College and the District would support and coordinate and possibly provide finances to further these initiatives.</li> <li>• In 2004 April was Diversity Month and the State Chancellor’s office combined it Diversity, Equity &amp; Inclusion, so the Board created a sample resolution to reiterate this.</li> </ul>	<ul style="list-style-type: none"> <li>• Royal Roberts, CoS, will update the resolution and bring it back to the group for feedback.</li> </ul>

		<ul style="list-style-type: none"> <li>• The reason it was being presented in this meeting was to get input as to who should receive this document to move it forward.</li> <li>• They would like it to be presented in the April Board meeting.</li> <li>• The committee would like to know if the Colleges or organizations will be doing anything for Diversity, Equity &amp; Inclusion month, so an announcement can be made or have it added to the calendar.</li> </ul>	
<b>Report of Action Taken at Last PBC Meeting</b>	<i>Update</i>	No report was made.	
<b>Budget Development &amp; Shared Governance</b>	<i>Update</i>	<ul style="list-style-type: none"> <li>• Richard gave the report and stated the BOT approved the Budget Development on March 9, and the information was shared with the Presidents and shared governance.</li> <li>• He shared the Budget Development calendar, and Adil reported out.</li> <li>• There was additional CARES Act funding totaling \$17 million.</li> <li>• Only 24% of the \$17 million has been spent.</li> <li>• The HERF funding may be used for the District's shortfall, but we are waiting for the Auditors to confirm.</li> <li>• The reports will be sent to the Chancellor for review on Monday, with a due date of March 30</li> <li>• April through May will be adopting the tentative budget for a final budget to be presented to the BOT in June.</li> <li>• Budget Development Calendar was approved by both the PGC &amp; PBC in the fall of 2020.</li> <li>• It was requested to extend the budget calendar and include more details.</li> <li>• VC Brown &amp; Mark Johnson have been working with Jim Black, on</li> </ul>	

		<p>sending out a survey to generate more information on how students are thinking about enrolling in colleges.</p> <ul style="list-style-type: none"> <li>• Mark's team has been working with the Colleges to leverage automation that's available on Hubspot.</li> </ul>	
<p><b>BAM Task Force Update</b></p>	<p><i>Update and Presentation</i></p>	<ul style="list-style-type: none"> <li>• C.M Brahmhatt w/Cambridge West Partnership reported out on the BAM Model</li> <li>• He suggested and recommended for FY21/22 that the current budget allocation model be used.</li> <li>• They started looking at the 320 reports and the importance of it.</li> <li>• The majority of the District's income were connected to this report.</li> <li>• Discussed how the Chancellor's office is working with the Peralta's District and developing their computational revenue.</li> <li>• Close to \$13 million coming to the District between the Hold Harmless and stabilization fund.</li> <li>• TCR was discussed</li> <li>• They went back 5 years and discussed the FTES for each college.</li> <li>• Is Peralta the only one in the Bay Area that has these challenges?</li> <li>• It was difficult to compare District to District, but they were able to compare FTES.</li> <li>• Discussed ending balances</li> <li>• Colleges are using the utilities, but they are not proactive on how to look at it.</li> <li>• Introduced a model under the Student Center Funding formula.</li> <li>• 20% of the District's funds come from supplemental allocations and 10% from student success.</li> </ul>	

- They still need to know the underlying data for each college.
- Also looked at District-wide expenses. Current expenses were close to \$10 million
- Every meeting, an issue was brought forward, provided data, and had a thorough discussion of where they were going with it.
- Another issue that was discussed was the District office and centralized services.
- In the past 20% of the expenses were for the District office and the remaining 80% were for centralized services for the colleges.
- This will be revisited again because it is not enough. Right now, \$33 million is spent on the District office and centralized services.
- FY21/22 will be under the old allocation
- The following items will be discussed in future meetings:
  - - how the stabilization will apply to the colleges
  - - how will the colleges be awarded if they have increasing FTES
  - - how will they go about the ending balances
  - - what happens if the Colleges will run into a deficit
  - - need to discuss the local revenue: International Students or Non Local Residents
  - - state revenues
  - - how will the District set up a target for future years
  - - have 3 meetings remaining
- Once the FY21/22 budget has been adopted, they will use that same budget for the Student Center Funding formula budget.



		<ul style="list-style-type: none"> <li>• The target is to work with the committee and discuss all of the issues related to the budget allocation model.</li> <li>• Draft allocation budget will be available around Sept/Oct.</li> <li>• By December, the committee will be ready to produce the FY22/23 under the Student Center funding formula.</li> </ul>	
<b>Enrollment Management</b>	<i>Discussion</i>	<ul style="list-style-type: none"> <li>• Dr. Walter discussed the Districtwide Enrollment Management Committee.</li> <li>• We need to think about how to do it moving forward</li> <li>• Have it on the next agenda to get it formalized</li> </ul>	
<b>Motion To Extend The Meeting For 7 Minutes</b>	<i>Motion</i>	<ul style="list-style-type: none"> <li>• M/S: Walter/Teer Motion passed</li> </ul>	

**III. ADJOURNMENT – 11:09 a.m.**

**IV. NEXT MEETINGS –**

**A.** PBC --> April 23 at 9:00 a.m.

**B.** PGC --> April 23 at 1:30 p.m.