



**PERALTA COMMUNITY COLLEGE DISTRICT PARTICIPATORY
GOVERNANCE COUNCIL (PGC)**

MINUTES

Friday, January 28, 2022

9:00 – 11:00 a.m.

Join the meeting:

<https://cccconfer.zoom.us/j/92621828112>

CO-CHAIRS

Jannett N. Jackson, Interim Chancellor
Donald Moore, DAS President

COUNCIL MEMBERSHIP

Angélica Garcia, President, BCC	Jannett N. Jackson, Interim Chancellor
Nathaniel Jones, President, COA	Ronald McKinley, Interim Vice Chancellor, HR
Rudy Besikof, President, Laney Ramon Knox attending in stead	Matthew Freeman, President, BCC Faculty Senate
David Johnson, President, Merritt	Matthew Goldstein, President, COA Faculty Senate
Eleni Gastis, President, Laney Faculty Senate	Thomas Renbarger, President, Merritt Faculty Senate
Andrea Williams, Representative, Local 1021	Scott Barringer, Local 39
Jennifer Shanoski, President, PFT	Donald Moore, President, DAS
Leesa Hogan, Student Representative	Tachetta Henry, Classified Senate President, Merritt
Maisha Jameson, Notetaker (non-voting)	

Members – 16; Quorum – 9

PRESENT:

<p><u>Committee Members</u> Angelica Garcia, President, Laney College David Johnson, President, Merritt Donald Moore, DAS President Rudy Besikof, Laney Nathaniel Jones, President, COA Eleni Gastis, President, Laney Faculty Senate Jannett Jackson, Interim Chancellor Jennifer Shanoski, President, PFT Matthew Freeman, President, BCC Faculty Senate Matthew Goldstein, President, COA Faculty Senate Thomas Renbarger, President, Merritt Faculty Senate Ronald McKinley, Acting Vice Chancellor, HR Scott Barringer, Local 39</p> <p><u>Minutes</u> Maisha Jameson</p>	<p><u>Guests</u> Adil Ahmed Albert Maniaol Alejandro Acosta Amy Marshall Chris Weidenbach CM Brahmhatt Immaculate Adesida Jammille Teer Jeffrey Sanceri Joseph Bielanski Kimberly King Lowell Bennett Mark Johnson Mark Johnson Naa Harper Rachel Goodwin Richard Thoele, President, Local 1021 Royl Roberts Sasha Amiri</p>
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I. STANDING ITEMS

A. CALL TO ORDER

B. ADOPTION OF THE AGENDA

MOTION TO APPROVE THE MEETING AGENDA

MOTION – Angelica Garcia

SECOND – Ron McKinley

MOTION APPROVED

NO ABSTENSIONS

C. CHANCELLOR’S REPORT

i. Chancellor’s Report-back on Action Items from 12.17.2021 PGC Meeting

- 2021-22 Master Calendar for PGC – APPROVED BY THE CHANCELLOR

- AP6325 (Payroll) – APPROVED BY THE CHANCELLOR

ii. Chancellor’s General Update

- Introduction - Deputy Chancellor, Stephanie Droker
- ACCJC elevated the PCCD from Probationary Status to Warning Status
- Safety and Security Update
 - Information shared about recent thefts and need for a roll-out of the keyless entry project. Laney College will be first for implementation.
 - An update on the following matters were discussed:
 - Clery Reporting
 - Lighting
 - Marina Security Reports
 - New Safety Metrics
 - Procurement of Golf Courts for all campuses to be used for escorting students
 - Pres. Besikof shared appreciation shared of Director Thomas
- Environmental Sustainability Update
 - Sustainability now included within the newly adopted Board Mission Statement
 - Amos White Tree Planting initiative with 100 Trees for Humanity
- PepsiCo. Grant
 - PCCD has recently been awarded \$500K over 2 years from PepsiCo. to support our students.
 - Due to Prop 209 we can’t target any particular race, however the scholarship is to support those most vulnerable.

- Questions asked re: FC.M.AT Report –

- PFT President Shanoski asked: Why would the FC.M.AT Report need to be approved by the Board before it is sent to the PGC? When will the PGC see it?

- DAS President Donald Moore noted that historically this body has had the opportunity to provide input and feedback on the report before it is submitted.

D. APPROVAL OF PREVIOUS PGC MEETING MINUTES

- i. December 17, 2021 Meeting Minutes

MOTION TO APPROVE THE MEETING MINUTES FROM THE PREVIOUS MEETING

MOTION – Rudy Besikof

SECOND – Eleni Gastis

MOTION APPROVED

NO ABSTENSIONS

E. PUBLIC COMMENT

- i. Chris Weidenbach – Shared concern about the return to in-person classes and services given the Omicron surge of the Coronavirus. Asked about the details on who made the decision.

F. COMMITTEE/COUNCIL REPORTS

- i. District Academic Affairs and Student Services Committee - Matthew Freeman
 - Have not met yet.
- ii. Planning & Budgeting Council - Thomas Renbarger
 - Have not yet met
- iii. District Facilities Committee - Atheria Smith / Rachel Goodwin
 - No one from the DFC was in attendance to present.
- iv. District Technology Committee - Antoine Mehouelley /Matthew Goldstein
 - Next DTC meeting will be on 2/4.
 - PeopoleSoft Phase 2 Go-Live date is 4/16.
 - Huron secured as a contractor to provide an assessment and review of the business processes that will be implemented during Phase 2 of the PeopleSoft upgrade + the needed training on the Finance and HR modules for all 2000+ employees. This is important in order to implement and enable cross-functional workflows so that we can improve our efficiency.
- v. Update from the PGC subcommittee on Equity, Diversity & Inclusion – Royl Roberts
 - Sub-Committee reconvening soon
 - There is a professional development opportunity coming up, offered by CCLC → “Transforming Institutional Culture through Effective Anti-Racist Practices” to be held on 2/1 from 9-12 and 2/2 from 8-1pm.

II. CARRIED OVER AND NEW ITEMS

Topic:

Presenter/Item Type:

Discussion:

<p>1. Recommendation to Approve Board Policies (BPs) & Administrative Procedures (APs)</p> <p>AP 7400 (Travel Authorization)</p> <p><u>Required by CCLC</u></p> <ul style="list-style-type: none"> - AP3300 - AP3420 - AP3434 —AP4105 - AP4235 - AP4236 - AP5013 - AP5015 - AP5040 - AP5530 - AP6340 —AP7801 —BP2310 - BP4235 - BP5015 - BP5700 - BP6340 - BP6620 —BP7801 	<p><i>Joseph Bielanski</i></p> <p><i>Action</i></p>	<ul style="list-style-type: none"> • NOTE: APs/BPs pulled for further review by the PFT: AP4105, AP7801, BP2310, BP7801 • Joseph Bielanski provided a summary of the suggested changes to each of the BPs/APs. • Noted that we have never implemented BP7800. • DAS President Moore noted that there is interested in allowing some continuation for faculty email access once they retire so that they can respond to requests (ex. for LORs). • Donald Moore asked VC McKinley to look at AP&BP7801 to provide input. <p>MOTION TO APPROVE THE BPs/APs listed (minus AP4105, AP7801, BP2310 & BP7801)</p> <p>MOTION – Angelica Garcia</p> <p>SECOND – Jennifer Shanoski</p> <p>MOTION APPROVED</p> <p>NO ABSTENSIONS</p>
<p>2. PBIM Committee Tri-Chairs</p>	<p><i>COS Royl Roberts</i></p> <p><i>Action</i></p>	<ul style="list-style-type: none"> • The intent of this proposal is to have more transparency and involvement of Classified Staff in shared governance leadership. • Donald Moore noted that the Chancellor’s write-up was not specific enough to include adoption of Tri-Chairs for the standing committees (other than in the title). It just notes that Classified staff be included in the structure.. • It was noted that it is important to include classified staff in development of the agendas. • All were encouraged to reference the PBIM Manual and the difference between Chairs and Co-Chairs. Administrators are noted as Chairs and the faculty are noted as Co-Chairs. Hence we are really recommending to add another classified co-chair. • It was questioned why we aren’t leaving this to the CWG to discuss further as a part of the review of the PBIM Manual and structure. • PGC members were generally ok with the intent of the recommendation. Requested that more details be added to the documentation for clarity of the Tri-Chairs proposal, and for the record. • Several members asked to put this item on hold and bring it to the CWG for further

		<p>review/input.</p> <p>MOTION TO TABLE THIS ITEM AND SEND IT TO THE CWG TO WORK ON IT AND BRING IT BACK TO THE FEBRUARY PGC MTG. – Angelica Garcia SECOND – Eleni Gastis MOTION APPROVED NO ABSTENSIONS</p>
<p>3. BAM Handbook</p>	<p><i>Adil Ahmed / C.M. Brahmbhatt</i></p> <p><i>Update & Discussion</i></p>	<ul style="list-style-type: none"> • This will serve as a First Read of updated Budget Allocation Model (BAM) Handbook. This semester the Handbook will be vetted via the shared governance process. • An updated BAM is needed in order of for us to respond to the fiscal sustainability of our District. • C.M. has also been presenting and discussing the new BAM Handbook to Chancellor’s Cabinet so that they are a part of the conversation. This discussion included mention of the new funding structure coming down from the State level and what that will mean for our District. The new BAM Model is designed with the ability to address any changes that come down from the State. <ul style="list-style-type: none"> ○ The new BAM includes consideration of the SCFF. ○ Decentralized approach to budget development. ○ This model provides more autonomy to the colleges. The main reason for the change is to allow the colleges to reap the benefits of staying under the budget allocated to them, as well as address the consequences of deficit spending. The District will no longer sweep the unused funds. ○ This will necessitate looking at the District and its structure. How are we going to have the support mechanisms to handle this? ○ This will allow us to identify inefficiencies in our structure & processes, and address them. • It was noted that we don’t have a comprehensive strategic planning process that leads our work. • It was noted that all of our budgets are based on 19K FTES, but we are actually at about 12K FTES. Hence we need to move to operating within our means. Our structural deficit is \$15M and this is growing. • Jennifer Shanoski noted that this not a structural deficit. It’s a gap between hold harmless and base funding, and hence we aren’t currently spending beyond what is allocated. Also noted

		<p>that we have cut FTEF as if our hold harmless was gone.</p> <ul style="list-style-type: none">• The additional dollars that we are getting from the State for Hold-Harmless are funds that we did not earn. And when they go away, we will have significant challenges on how to manage and remain fiscally sustainable.• We are spending more than 94% on personnel.• Conversation needs to start about what the colleges need to operate in order to serve the target FTES. If we don't get this together, someone else will make this decision for us.• 100% of the revenue is generated by the colleges. The District provides the services and moving forward will need to convince the colleges of the amount of funds they need to provide those services.• C.M. noted that there is currently no accountability at the D.O. on its spending.• The State Chancellor's Office will recalculate the FTES, headcount and Hold Harmless allocations soon.• Concern was expressed that these conversations are only happening in the Chancellor's Cabinet. C.M. responded that part of the work of the BAM Taskforce has been to engage the college budget committees so that everyone is aware and involved in the conversation.• Pres. Besikof shared that we need to talk about how to grow sustainability and not just cut. We should be talking more about strategic enrollment management (ex. honoring Guided Pathways, moving to a schedule of programs, other scheduling options, etc.).• Richard Thoele noted that we need to provide a venue for a structured conversation on structure deficit. Everyone needs to know the ins and outs of budget development and spending. There needs to be true understanding of how things are currently working, and what changes are being proposed. Also spoke to the fact that these conversations need to happen in venues that are not just shared governance bodies. There is an inequity issue with classified representation in shared governance.• It was requested that there be more integration of the colleges as far as setting allocation amounts and FTES/FTEF targets.• C.M. to make himself available to come to the colleges to speak to the senates, budget committees, college councils & roundtables. It was shared how this has been well-received at the colleges.
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<p>4. District Mission Statement</p>	<p><i>Chancellor Jackson / COS Royle Roberts Update & Discussion</i></p>	<ul style="list-style-type: none"> • The Board has adopted a new Mission statement for the District. • Royle Roberts mentioned the process that was followed for developing and approving this Mission statement for the District. • The Mission went through the shared governance process (from the colleges to the District) and was approved by the PGC, and was approved by the Board with the only change being to add the language on sustainability. • Joseph Beilanski to update the associated board policy (BP1200) re: the Mission. • Scott Barringer noted that we need to align our operations with that goal in mind.
<p>5. PGC Business</p> <p>- Check-in on PGC Goals for 2021-22</p>	<p><i>Donald Moore Chancellor Jackson</i></p>	<p><i>There was no time left to address this agenda item.</i></p>

III. ADJOURNMENT

The meeting adjourned at 11:04am.

IV. NEXT MEETING

a. February 25th @ 9:00 a.m.