



**Peralta Community College District  
Participatory Governance Committee (PGC) Minutes  
22 March 2019, 11:30 am to 1:00 pm  
PCCD Board Room**

***Chancellor Frances White & DAS President Donald Moore  
Co-Chairs***

**PGC Membership**

Rowena Tomaneng, President, BCC	Frances White, Chancellor
Tim Karas, President, COA	Chanelle Whittaker, Vice Chancellor, Human Resources
Tammeil Gilkerson, President, Laney	Kelly Pernell, President, BCC Faculty Senate
Marie Elaine Burns, President, Merritt	Rochelle Olive, President, COA Faculty Senate
Fred Bourgoin, President, Laney Faculty Senate	Mario Rivas, President, Merritt Faculty Senate
Richard Thoele, President, Local 1021	Carlos Romero, President, Local 39
Jennifer Shanoski, President, PFT	Donald Moore, President, DAS
TBD, Student Trustee	Doris Hankins, Classified Senate President, Merritt College
Brandon Christian, Note taker	

**15 members; Quorum is 8**

*Advisory (non-voting): Vice Chancellors; District Accreditation Liaison*

**In attendance:** Frances White, Rowena Tomaneng, Timothy Karas, Tammeil Gilkerson, Marie-Elaine Burns, Fred Bourgoin, Donald Moore, Kelly Pernell, Maurice Jones (Rochelle Olive designee), Mario Rivas, Blake Johnson (Jennifer Shanoski designee), Chanelle Whittaker

**Absent:** Doris Hankins, Richard Thoele, Carlos Romero

**Guests:** Joseph Bielanski, Sharon Millman, Romaneir Johnson, Adil Ahmed

<b>Agenda Item</b>	<b>Committee Goal</b>	<b>Strategic Plan Goal</b>	<b>Outcome</b>
<b>I. Standing Items</b>			
Call to Order			Meeting called to order at 11:35 a.m.
Adoption of the Agenda			Gilkerson motions for approval of the agenda. Jones seconds. Agenda approved.

Approval of Minutes for February 22			Karas motions for approval of the agenda. Pernell seconds. Agenda approved.
Public Comment			No public comment.
Reports from Sub Committee (2 minutes each)			<p><b>DAASSC</b> Rivas presented:</p> <ul style="list-style-type: none"> <li>• The Guided Pathways planning teams want coordination across the District, and they are reaching out to the Staff Development Office to help facilitate this conversation</li> </ul> <p><b>PBC</b> The following was presented:</p> <ul style="list-style-type: none"> <li>• The \$4.5 million frozen vacant position list will be included in the overall \$12.4 million reduction, but campuses will have an opportunity to review and revise the positions placed on the list <ul style="list-style-type: none"> <li>○ The vacant position list should be absent of positions related to: compliance, health &amp; safety, accreditation, and high demand growth areas.</li> </ul> </li> <li>• A motion was approved to create a fixed cost group. This group will examine OPEB and bad debt.</li> <li>• 3/25 PBC meeting focused on the cuts and allocation of the reduction(s), and the council realized they need the BAM committee to produce a new BAM model in order to create equitable cuts. <ul style="list-style-type: none"> <li>○ Blake motioned to table the target reduction until the new BAM model is approved April 12, but there was no second on the motion.</li> </ul> </li> </ul> <p><b>DFC</b></p> <ul style="list-style-type: none"> <li>• DFC has been discussing Measure G and the allocation/prioritization of projects</li> <li>• The Board will conduct a study session on April 23 on Measure G</li> </ul>

			<p><b>DTC</b>  Johnson motioned to invite the Vice Chancellor of IT to conduct a written presentation of OnePeralta including: costs, timeline, current status, and more at the April 26 PGC meeting.  Rivas seconds. Motion approved.  <b>Action:</b> PGC co-chairs will invite VC Lam on behalf of PGC.</p>
<b>II. Carried Over and New Items</b>			
5-Year Fiscal Plan Target for Reduction  Plan Approved by PBC on 3/8/19	<i>Action</i>		Target for Reduction  Plan Approved by PBC on 3/8/19 Action Target Reduction handout provided.  Timeline: The Board of Trustees will need to approve the 5-Year Integrated Financial plan and target for reduction at the April 23 meeting so it can be included in ACCJC report for May 1. <ul style="list-style-type: none"> <li>The council discussed that the target reduction was based upon Finance looking at projections for the next 5 years. The target cut for the next five years is \$12.4 million. The vacant position reduction is \$4.5 million. PBC voted to have frozen positions placed into the target reduction. There was no allocation model when PBC made the decision to freeze 50% of vacant positions at each campus in Spring 2018. Due to the inequity of the freeze and to allow flexibility at the colleges and the District, PBC and PGC voted to give the colleges an opportunity to revise and resubmit their vacant position list. The \$4.5 million will remain as part of the overall reduction.</li> </ul> Whittaker shared that when the decision to freeze the positions was made, it was an immediate decision based on fiscal information at the time provided by the VC of Finance. The Chancellor and VC of Finance made the decision to come up with the best savings plan,

		<p>and at the time, that meant freezing those positions. o In terms of facility areas it affected project managers, stationary engineers, etc. It also affect critical needs positions in HR and Finance. The cuts were not equitable or fair. o The Presidents spoke about not being provided guidance at the time on which positions should not be on the list due to compliance, accreditation, etc.</p> <p>White stated we need to rationalize the process of adding the vacant positions to the list by identifying if the positions are in high growth areas and/or are crucial to: compliance, safety, and accreditation.</p> <p>The council reviewed the target reduction handout. VC Johnson shared that the revenue projections include COLA. She also shared that there are unexpected liabilities that she was unable to build into the revenue projections. With this in mind, the council would like Finance to keep reserves at 10% with a 2% contingency.</p> <p>What is the specific target for the structural deficit? Presidents would like to know the target reduction percentage to begin planning.</p> <p>Gilkerson created the following motion: “PGC agrees with the Planning and Budget Council’s (PBC) analysis that \$12.4 million is the 5-year overall reduction. PGC recommends to the Chancellor, a \$6.9 million reduction in the 2019-20 fiscal year to ensure the establishment of a 10% reserve plus a 2% contingency.” Burns seconds.</p> <p>Yea: 11   Nay: 1   Abstain: 0</p> <p>Motion approved.</p> <p>PGC co-chairs will work with Christian to get an announcement out to the Peralta community regarding this motion.</p>
--	--	--

Measure G Bond Resolution	<i>Discussion</i>		<p>Handout provided. Moore presented that he would like a plan developed for Measure G that includes participation from each College Facilities Committees (CFC), the District Facilities Committee (DFC), PBC, and PGC.</p> <p>White shared that she is currently working with the Board to send a thank you to the voters for approving the Measure. There is a standard recognized industry format to manage bond projects, and Peralta will be following this format. She is also working on providing applications for a Citizens Oversight Committee. Faculty &amp; Staff can join the internal bond committee (which will be DFC), and they will: work with the construction management firm and the VC of DGS; ensure an information flow from District to College; monitor project completion; and more. Colleges will be responsible for the prioritization of their projects. White shared that there will be a vetting process for the Colleges to present their project lists to the Board, and a process for prioritization of projects.</p> <p>PGC needs to ensure there is District-wide faculty and staff participation on the District Bond Committee, (DFC). There needs to be a flow of information from CFC's to DFC to PBC and then PGC.</p> <p>Moore asked for communication to go out related to the Bond program, and White said any communication that goes out needs to be general as when the Bond program is established there will be plenty of communication.</p>
PBIM Handbook Update/Revision	<i>Discussion</i>		Tabled to next meeting.
<b>III. Adjournment</b>			Meeting adjourned at 12:54 p.m.
<b>IV. Next meeting</b>			<p>Joint PBC/PGC – March 29 – 10 am – 11:30 am</p> <p>PGC – April 26 – 9:30 am – 11:30 am</p>

\*re: = regarding \*PBC = Planning & Budget Council \*BAM = Budget Allocation Model \*VC = Vice Chancellor