



**Peralta Community College District  
Participatory Governance Committee (PGC) Minutes  
27 September 2019, 9:30 am to 11:30 am  
PCCD Board Room**

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

**PGC Membership**

Rowena Tomaneng, President, BCC	Frances L. 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	Matthew Goldstein, President, COA Faculty Senate
Fred Bourgoïn, President, Laney Faculty Senate	Thomas Renbarger, President, Merritt Faculty Senate
Richard Thoele, President, Local 1021	Anthony Edwards, Representative, 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:** Rowena Tomaneng, Tim Karas, Tammeil Gilkerson, Marie-Elaine Burns, Fred Bourgoïn, Donald Moore, Kelly Pernell, Matthew Goldstein, Thomas Renbarger, Jennifer Shanoski, Doris Hankins, Richard Thoele, Anthony Edwards, Frances L. White

**Absent:** Chanelle Whittaker

**Guests:** Joseph Bielanski, Mark Johnson, Siri Brown

<b>Agenda Item</b>	<b>Committee Goal</b>	<b>Outcome</b>	<b>Action Items</b>	<b>Follow-Up on Action Items</b>
<b>I. Standing Items</b>				
Call to Order		Called to order at 9:32 a.m.		
Adoption of the Agenda		Karas moves to approve agenda. Bourgoïn seconds. Agenda approved.		

Approval of Minutes for May 13		Bourgoin moves to approve minutes. Tomaneng seconds. Minutes approved (4 abstentions – Hankins/Edwards/Goldstein/Renbarger).		
Public Comment		No public comment.		
Reports from Sub Committee (2 minutes each)	<i>Discussion</i>	<p><b>DAASSC</b></p> <ul style="list-style-type: none"> <li>• Membership is unclear due to the committee being combined with the Enrollment Management Committee.</li> <li>• A Non-Credit Committee is being formed.</li> </ul> <p><b>PBC</b></p> <ul style="list-style-type: none"> <li>• PBC requested follow up from the Chancellor regarding PBC’s budget recommendations for 2019-20 fiscal year, and if they were incorporated into the tentative budget. Chancellor White forwarded the response she sent on April 30 to both the PGC and PBC that accepting the recommendation. She noted that the implementation of the recommendation was altered due to <a href="#">BP 6250</a> and navigating the structural deficit.</li> <li>• Council discussed the \$3 million contingency reserve that has been set aside due to <a href="#">BP 6250</a>, and the \$1 million structural deficit. The Board has requested a 3.26% increase, and setting aside funding for the increase, (as well as the Board policy mandated 10% reserve), has caused a structural deficit. Members of the council called to question the cause of the structural deficit;</li> </ul>	<ol style="list-style-type: none"> <li>1. Chancellor White will forward her response to the council’s regarding PBC’s budget recommendations for the 2019-20 fiscal year.</li> </ol>	<ol style="list-style-type: none"> <li>1. Chancellor White forwarded her response to PBC’s 2019-20 budget recommendations to the PGC and PBC on 9/28/19.</li> </ol>

		<p>specifically due to Peralta receiving a 3.26% COLA. Districts have discretion to expend COLA in alignment with their priorities. The Union and the Board have requested to use the COLA, and the contingency has been set aside in case the Board wants to use it. Chancellor White also noted that all of the planned cuts for the District Office for this fiscal year have not been implemented due to pending re-orgs. The council will continue discussion at a later date regarding the structural deficit and 2019-20 adopted budget.</p> <ul style="list-style-type: none"> <li>• PBC discussed updates to the <a href="#">Five-Year Integrated Financial Plan</a>.</li> </ul> <p><b>DFC</b> No report provided.</p> <p><b>DTC</b></p> <ul style="list-style-type: none"> <li>• DTC would like to know its role in the accreditation standards.</li> <li>• DTC’s main goal is to establish a process to build the District Technology Plan that is led by the colleges.</li> <li>• DTC would like to expand its membership to increase representation.</li> </ul>		
Accreditation Update	<i>Information</i>	<ul style="list-style-type: none"> <li>• Vice President of ACCJC, Dr. Stephanie Droker, visited the colleges and district office to conduct study sessions.</li> <li>• Colleges are working with consultant Annette Dambrosio on standards.</li> </ul>	1. Christian will work with DTC chairs to appoint members to the additional positions.	
			1. Brown (or ALO’s) will report back at 10/25 PGC meeting re: if the ISER will be a hybrid document.	

		<ul style="list-style-type: none"> <li>• Colleges would like feedback on if the ISER will be a hybrid document (integrating input from the colleges and the district). <ul style="list-style-type: none"> <li>○ Brown will meet with ALO's and report back to PGC.</li> </ul> </li> </ul>		
<b>II. Carried Over and New Items</b>				
FCMAT Update (New Item)	<p><i>Discussion</i></p> <p>D. Strengthen Accountability, Innovation, and Collaboration</p>	<p>Chancellor White and Board President Julina Bonilla presented a <a href="#">Recovery, Accountability, and Sustainability Action Plan</a> to the Board of Governors on September 16. This plan addresses the 75 recommendations in the FCMAT report. The State Chancellor assigned a fiscal monitor (Jim Austin), to Peralta. State Chancellor Eloy, Vice Chancellor Osmena, Board President Bonilla, new Chancellor Regina Stanback Stroud, and Austin will meet in October to discuss the fiscal monitor's role.</p> <p>An aggressive matrix timeline has been established for <a href="#">implementing</a> each recommendation, and many are tied to key positions that must be filled. The interim VC of Finance position is currently being advertised, and it is a 30-45 day process. The new Chancellor will hire a permanent VC of Finance, and they will be responsible for filling those key positions. Proposals for staffing recommendations will be brought forward for information and communication.</p>		

<p>5 Year Fiscal Improvement Plan Update (New Item)</p>	<p><i>Discussion</i></p> <p>D. Strengthen Accountability, Innovation and Collaboration</p>	<p>There is a strong focus of integrating FCMAT recommendations into the Five-Year Plan. A workgroup is updating the plan as the year progresses.</p> <p>An update memo to ACCJC is due December 12. The workgroup will work with the new Chancellor to draft a memo and summarize where we are.</p> <p>Specific updates to the plan will be provided during the October meeting.</p>		
<p>Enrollment Management (New Item)</p>	<p><i>Discussion</i></p> <p>A. Advance Student Access, Equity and Success</p>	<p>Council discussed how to gather information on the correlation between the time period classes are cut, and its effect on FTES.</p> <p>Academic Affairs and Institutional Research have developed a new tool to assist development of class schedules. They are also working to develop a SCFF dashboard.</p> <p>Council members discussed the importance of leading enrollment management within the context of the high cost of living in the Bay Area, and what that means for our students. Council members also discussed the importance of PGC prioritizing its objectives and creating a timeline.</p> <p>Burns motioned: “At the next PGC meeting, designating time to structure this prioritization process and following through with the time at future meetings.” Shanoski seconds.</p>		

		<p>Shanoski amended: “To request Gilkerson and Tomaneng to designate time to structure and coordinate the prioritization process at the next PGC meeting”. No second.</p> <p>Burns rescinded motion.</p> <p>Council discussed addressing a goal setting activity for our district; especially to be in alignment with the new Chancellor. Council has a strong desire to address IT issues and set that as a priority for the new Chancellor.</p> <p>Moore motioned to extend the meeting five minutes. Thoele seconded. Council unanimously voted yes.</p>	<p>1. Designate agenda time for PGC to conduct a prioritization process and timeline.</p>	
<p>BAM Revision/ Centralized vs. De-Centralized Work Group (New Item)</p>	<p><i>Action</i></p> <p>E. Develop and Manage Resources to Advance Our Mission</p>	<p>At the Joint PBC/PGC meeting on 9/06/19, Chancellor White solicited a request for a workgroup (consisting of a cross-section of departments and titles) to work with CBT facilitator Dr. Nicki Harrington. This workgroup will study, revise, and make a recommendation for the BAM to the Chancellor.</p> <p>Workgroup:</p> <ol style="list-style-type: none"> <li>1. Donald Moore</li> <li>2. Fred Bourgoin</li> <li>3. Tina Vasconcellos</li> <li>4. Tammeil Gilkerson</li> <li>5. Leigh Sata</li> <li>6. Siri Brown</li> <li>7. Victoria Menzies</li> </ol>	<p>1. Moore will work with Christian to send a Doodle Poll to the workgroup to establish a timeline.</p>	

		8. Kelly Pernell 9. Amy Marshall 10. Jennifer Lenahan 11. Richard Thoele (or classified staff appointee)		
		Tomaneng motions for PGC to approve the work group. Burns seconds. Work group is approved (yes=11; no=0; absent=Shanoski, Goldstein, Karas).		
<b>III.</b>	<b>Adjournment</b>	Meeting adjourned at 11:43 a.m.		
<b>IV.</b>	<b>Next meeting</b>	October 25, 2019 at 9:30 a.m.		

\* COLA = Cost of Living Adjustment

BC