



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

Friday, December 17, 2021

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	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	Vacant, 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> David Johnson, President, Merritt Rudy Besikof, Laney Nathaniel Jones, President, COA Eleni Gastis, President, Laney Faculty Senate Jannett Jackson, Interim Chancellor Jennifer Shanoski, President, PFT Matthew Goldstein, President, COA Faculty Senate Thomas Renbarger, President, Merritt Faculty Senate Ronald McKinley, Acting Vice Chancellor, HR</p> <p><u>Minutes</u> Maisha Jameson</p>	<p><u>Guests</u> Adil Ahmed Albert Maniaol Alejandro Acosta Annie Javier CM Brahmhatt Immaculate Adesida Jeffrey Sanceri Joseph Bielanski Lowell Bennett Momo Lim Mark Johnson Rachel Goodwin Richard Thoele Royle Roberts Sasha Amiri Scott Barringer Shanice</p>
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I. STANDING ITEMS

A. CALL TO ORDER

- i. Tom Renbarger to serve as the Faculty Co-Host as a proxy in Donald Moore's absence.
- ii. No official action was taken until a quorum was met.

B. ADOPTION OF THE AGENDA

MOTION TO APPROVE THE MEETING AGENDA

MOTION – Ron McKinley

SECOND – David Johnson

MOTION APPROVED

NO ABSTENSIONS

C. CHANCELLOR'S REPORT

- i. Chancellor's Report-back on Action Items from 11.19.2021 PGC Meeting
 - The Chancellor approved the PGC's recommendation to approve the Participatory Governance Council's Master Calendar for 2021-22
- ii. The Peralta Colleges Foundation (PCF) applied to PepsiCo. for a grant which will provide the District's Foundation with \$200K over a 3-year period to provide support and wrap around services to students in the STEM disciplines. To possibly include internships. We received official notification of the grant a week ago. Focus on STEM areas.
- iii. Merritt College also received funding to support our Cyber Security Program.
- iv. BoardDocs
 - An overview of the benefits of implementing BoardDocs were shared
 - To provide a demo for this body in January. To do it after the meeting for those who want to stay.
- v. Chancellor's General Update
 - There will be a Safe Peralta Return to Campus Town-Hall #2 on Monday, Dec. 20 at 10am.
 - Will be soliciting questions in advance.
 - An FAQ will go out afterwards to address some of the questions and concerns
 - Concern was expressed that the Townhall was scheduled after the Faculty are gone for the semester.
 - Scott Barringer offered to serve as the Local 39 PGC membership appointee.

D. APPROVAL OF PREVIOUS PGC MEETING MINUTES

- i. November 19, 2021 Meeting Minutes

MOTION TO APPROVE THE PREVIOUS MEETING MINUTES

MOTION – Jannett Jackson

SECOND – Ron McKinley

MOTION APPROVED

NO ABSTENSIONS

E. PUBLIC COMMENT

- i. No public comment made.

F. COMMITTEE/COUNCIL REPORTS

- i. District Academic Affairs and Student Services Committee (DAASSC) - Siri Brown / Matthew Freeman
 - Neither of the committee chairs were present.
- ii. Planning & Budgeting Council (PBC) - Thomas Renbarger
 - The BAM Handbook has gone to PBC, PGC and the colleges (in parallel) for vetting/recommendation before it goes to the Board. It will be implemented for 2023-24 FY.
- iii. District Facilities Committee (DFC) - Atheria Smith / Rachel Goodwin
 - The last meeting was on 12/3. Heard presentations and discussed the following items at that meeting:
 - Vaccine policy and student vaccine count
 - Tim Thomas provided a presentation on security.
 - Discussed roles of Marina Security and what the colleges can expect the security personnel to be doing (so that we don't ask them to do things outside of contract).
 - Presentation from AECOM
 - HHERF Expenditures to date (District-wide)
 - Standing request for detailed scheduled maintenance and priority list. The DFC hasn't received these in a while.
- iv. District Technology Committee (DTC) - Antoine Mehouelley /Matthew Goldstein
 - The DTC has been discussing the following items:
 - PCCD Cyber Incident Response Plan – Requirement from the state. Endorsed by DTC.
 - PeopleSoft Upgrade Phase 2 - set to go live on March 31
 - Training to begin in the new year.
 - Need to refresh the security cameras District wide
 - Nathan Pellegrin – synthesizes local college level improvements so that they can be improved and possibly scale them District wide.
- v. Update from the PGC subcommittee on Equity, Diversity & Inclusion – Royl Roberts
 - No presentation to provide.

II. CARRIED OVER AND NEW ITEMS

Topic/Presenter:	Purpose:	Discussion/Action Taken:
1. Approval PGC Master Calendar for FY 2021-22 Presenter: Donald Moore & Chancellor Jannett Jackson	<i>Action</i>	<ul style="list-style-type: none"> • This is the 3rd Read. • Feedback received and incorporated. <p>MOTION TO APPROVE THE PGC MASTER CALENDAR FOR FY 2021-22 MOTION – Jennifer Shanoski SECOND – David Johnson MOTION APPROVED NO ABSTENSIONS</p>
2. AP 6325 (Payroll)	<i>Action</i>	<ul style="list-style-type: none"> • The updated change is to respond to a FCMAT requirement. • Language from the PFT Contract has been included upon request.

<p>Presenter: Joseph Bielanski</p>		<ul style="list-style-type: none"> • Chancellor Jackson provided some history around the FCMAT requirement. • Although we have been following this procedure, it wasn't documented. This AP documents our process to ensure we are compliant with FCMAT. <p>MOTION TO RECOMMEND APPROVAL AP 6325 MOTION – Jannett Jackson SECOND – David Johnson MOTION APPROVED ABSTENSION – Matthew Goldstein</p>
<p>3. (First Read) BAM Handbook</p> <p>Presenter: Adil Ahmed & C.M. Brahmhatt</p>	<p><i>Update & Discussion</i></p>	<ul style="list-style-type: none"> • CM Brahmhatt shared the history and purposed of the development of the BAM Handbook. • The BAM Handbook was presented as a First Read. • PBC has a BAM Taskforce and CM has been working on this for quite a while. • The Handbook update is almost ready to be adopted, but is going through a comprehensive shared governance review. • This allocation model will be a major change to how the District allocates funds. • The new BAM takes the Student Centered Funding Formula (SCFF) into consideration. • The District is not a revenue generating body, so this new allocation model will empower the colleges. • Revenue will go to the Colleges to allocate the funds to the District Office (DO). The DO to be considered as a service center and a cost center and funded accordingly. • The BAM Taskforce has been educated and trained re: the District's resources and structural deficit, as well as what the consequences will be for the District when the hold harmless funds go away. • The issue of PCCD not having enough resources to manage the colleges as they currently are is coming to ahead. 94% of our funds are tied up in personnel costs. • Through the BAM, we hope to find a way to reduce our personnel costs to more like 84-85%. • Concern was expressed about a continued increase in DO spending and increased expenditures. We will need to put checks in balance for overspending once this new BAM is put in place. • Chancellor Jackson noted that the BOT were in the dark as to where we are on this. She proposed that an informational presentation be provided to the Board to provide an update. We need to develop a mechanism of including the Board on this so that we don't end up with the governing board not approving it (akin to what happened with the development of the District's Mission). The Chancellor provided a recommendation to the BAM Taskforce - Asked for CM and IVC Ahmed to work together to provide an update/status report to the Board on where we are on this. • Chancellor Jackson noted that there is a \$1bill surplus at State level, and the Governor will be sending out some information on new initiatives/funding coming to the colleges. Moving forward to request that the Hold Harmless be extended for an

		<p>additional year (ex. changing the date for base assumptions). This may not be approved, as this is only a request.</p> <ul style="list-style-type: none"> • CM noted that the BAM Taskforce would be ok with sharing the current draft of the BAM Handbook to the Board now as a First Read. • The earliest for this BAM to be implemented is for the 2023-24 FY. • Adil Ahmed to work to add this presentation to the Board calendar as a discussion item only. • It was suggested that we look at how much of a factor the anomaly that 2020 & 2021 were in allocating funds (small cap classes, req'd in person classes/CTE, etc.). • Frustration was shared that the Board would have the right to oversee this – the work of an operational committee. We should be mindful of the many years/hours and work that has gone into this. Shared that they are not against us getting input, but it's the fact that we are doing it now that the BAM is almost finished. • CM noted that this has been brought to the college councils/roundtables. There is concern at the colleges about the DO spending.
<p>4. Update on FCMAT Report</p> <p>Presenter: Chancellor Jannett Jackson</p>	<p><i>Update & Discussion</i></p>	<ul style="list-style-type: none"> • The FCMAT Report is due December 31, 2021. • Chancellor Jackson provided history about the FCMAT (Fiscal Crisis Management Analysis Team) Review we are under. • FCMAT came to the District years ago and provided recommendations that we needed to address. • We provided a report last year and this is an updated report that is required by FCMAT. • The feedback shared has been received and incorporated. • We are 90% complete with the report and collection of the evidence. • The Board delegated approval to Board President to sign off on the report. • The FCMAT Report is not going through the shared governance process, but will be brought to the PBC and PGC as informational updates. • Spoke to the different types of FCMAT recommendations (i.e. OPEB, Finance/Financial Aid, Board of Trustees, IT, HR, Academic Affairs & Student Support, Chancellor's Office, Marketing/Communication) – Spoke to the collaborative process we followed to complete the report. • There is some overlap with the ACCJC Follow-up Report/evidence documentation. • Staff has been working on addressing the recommendations and collecting evidence to show progress. • Functional Map has helped with our processes. • We have a report that was due in May that went to Board of Governors (BOG) at the State Chancellor's Office. • Now we have a requirement to address all of the recommendations with evidence. • To add a cover memo and send it off next week before we close for the holidays. • To then await feedback from BOG/FCMAT. Expect to hear back around the end of January/early February. This response will come with a Follow-up Visit from the FCMAT Team.

		<ul style="list-style-type: none"> • The report and accompanied information will be made public and appear on the January Board Meeting. • Once the FCMAT Report is finalized and approved by the Chancellor and Board president, it will be made public for everyone. • It was suggested that the FCMAT spreadsheet be shared with faculty and staff to weigh-in on it earlier rather than after the fact.
<p>5. Chancellor’s Work Group Update - <i>Update on Membership</i></p> <p>Presenter: Chancellor Jannett Jackson</p>	<i>Update & Discussion</i>	<ul style="list-style-type: none"> • A brief overview of the Chancellor’s Work Group was provided. • The group membership composition was shared. • Working to reschedule the meeting for next year given the Chancellor’s surgery. • Added additional student representation seats.
<p>6. Update on BoardDocs</p> <p>Presenter: Chancellor Jannett Jackson</p>	<i>Update & Discussion</i>	<ul style="list-style-type: none"> • The benefits of upgrading to BoardDocs Pro Plus were shared. • The additional cost for upgrading to BoardDocs Pro Plus was noted. • Demo to be provided at an upcoming meeting.
<p>7. PGC Business - <i>Check-in on PGC Goals for 2021-22</i></p> <p>Presenter: Donald Moore & Chancellor Jannett Jackson</p>	<i>Update & Discussion</i>	<p>PGC Goals</p> <p>Goal#1 - In progress → Upgrade to BoardDocs</p> <p>Goal#2 - ACTION – To draft a template for the evaluation survey to bring back to PGC for input.</p> <p>Goal #3 – Complete</p> <p>Goal #4 - To be more specific on this goal. This is the one only outstanding goal that doesn’t have a plan forward. ACTION – Chancellor Jackson to follow-up with Donald Moore on how to move forward on this. To add a follow-up discussion at the Jan. PGC meeting.</p> <p>Goal #5 – This Goal was assigned to the CWG to initiate and come up with a recommendation for.</p>

III. ADJOURNMENT

IV. NEXT MEETING

a. January 28^h @ 9:00 a.m.