



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

Friday, September 24, 2021

2:00 – 3:00 p.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, Acting 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
Jamille Teer, Representative, Local 1021	Anthony Edwards, Representative, Local 39
Jennifer Shanoski, President, PFT	Donald Moore, President, DAS
TBD, Student Representative	Tachetta Henry, Classified Senate President, Merritt
Maisha Jameson, Notetaker (non-voting)	

Members – 15; Quorum – 8

PRESENT:

<p><u>Committee Members</u> Angélica Garcia, President, BCC Nathaniel Jones, President, COA David Johnson, President, Merritt Rudy Besikof, Laney Eleni Gastis, President, Laney Faculty Senate Kawana Rollins (Proxy for Jamille Teer, Representative, Local 1021) Jannett Jackson, Interim Chancellor Matthew Freeman, President, BCC Faculty Senate Matthew Goldstein, President, COA Faculty Senate Thomas Renbarger, President, Merritt Faculty Senate Donald Moore, President, DAS Tachetta Henry, Classified Senate President, Merritt Ronald McKinley, Acting Vice Chancellor, HR</p>	<p><u>Guests</u> Joseph Bielanski Sasha Amiri Royl Roberts Jeffrey Sanceri Isela Gonzalez Santana Sana Cabello</p> <p><u>Minutes</u> Maisha Jameson</p>
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I. STANDING ITEMS

A. CALL TO ORDER (2:03 p.m.)

B. ADOPTION OF THE AGENDA (2:02 p.m.)
MOTION TO APPROVE THE MEETING AGENDA
MOTION – Angelica Garcia
SECOND – David Johnson
MOTION APPROVED
NO ABSTENSIONS

* Donald Moore requested to add to the agenda of the upcoming Joint PBC/PGC meeting a discussion on recording Zoom PBIM committee meetings.

C. APPROVAL OF PREVIOUS PGC MEETING MINUTES (2:04 p.m.)
MOTION TO APPROVE THE 9/10 MEETING MINUTES
MOTION – Rudy Besikof
SECOND – Matthew Goldstein
MOTION APPROVED
NO ABSTENSIONS

D. PUBLIC COMMENT (2:06 p.m.)
i. None

E. COMMITTEE/COUNCIL REPORTS (2 minutes each) (2:11 p.m.)

- i. District Academic Affairs and Student Services Committee - *Siri Brown*
 - Met at the PBIM Summit on 9/17
 - Will be calling the first meeting once the membership is confirmed.
 - To meet next month.
- ii. Planning & Budgeting Council - *Thomas Renbarger*
 - Last meeting was on 9/3
 - BAM Taskforce met yesterday and heard a presentation from CM Brahmbhatt on the impact of the Student Centered Funding Formula on the budget.
 - Taskforce members were tasked with bringing the handbook back to the campuses for vetting so that it can be adopted.
 - Oct. 7 – Next PBC Meeting
 - Oct 14 Next BAM Taskforce Meeting
 - To receive feedback on the proposed BAM by that time.
 - The BAM will inform the development of the budget and resource priorities by the colleges.
 - Delineation of Functions document is being developed as a part of the Accreditation Follow-up process. As we develop the BAM, to also ensure that we capture the functions.
- iii. District Facilities Committee - *Atheria Smith / Rachel Goodwin – not present (Jeff Sensari presented)*
 - Meeting
 - Going through their committee goals
- iv. District Technology Committee – *Matthew Goldstein*
 - Scheduled to meet on 10/1.
 - Working on an incident response team to respond to cyber threats.
 - Prioritizing the Technology Master Plan.
 - Delineating the college(s) vs. District I.T. related functions/responsibilities
 - Continuing to bird-dog PeopleSoft Update

- v. Update from the PGC subcommittee on Equity, Diversity & Inclusion – *Royl Roberts*
 - No Update

- Question re: AB361 related to extending the order allowing virtual Brown Act meetings to 1/31/22. Response: We are in the process of finalizing a resolution to be included on the 9/28 Board Meeting agenda. To be voted on at that meeting.

F. ACCREDITATION UPDATE (2 minutes) (2:23 p.m.)

- i. We are on target to have the final Follow-up Reports completed and submitted by the 10/1 deadline. Working to complete the fine-tuning/edits/formatting, etc..
- ii. All of the Reports have been posted to the website.
- iii. All of the Follow-up Reports to go to the Board for approval at the next Board Meeting (9/28)
- iv. To include addendums for the Teach-Out Plans.
- v. Consultant Janet Fulks has been instrumental in getting us to this point.
- vi. June 2022 – Has been set as the timeline to have taken care of all of our outstanding accreditation-related issues.

II. CARRIED OVER AND NEW ITEMS (2:25 p.m.)

Topic:	Presenter:	Discussion
1. Check-in on PGC Membership	<i>Donald Moore Chancellor Jackson</i>	<i>Discussion</i> <ul style="list-style-type: none"> • The committee is fully staffed except for the student representative. To work on a student trustee appointee. and determine how this appointment is made. The PBIM Manual indicates that the student trustee position is appointed by the election of the student trustee, however, we have 2 student trustees. • PBIM Structure to be reviewed and updated. • Chancellor Jackson spoke to this being a task of the Chancellor’s Work Group. • To look at the recommendations for improvements to the PBIM committees that were made at a PBIM Summit from a couple of years ago. • Need to ensure that our District committees are linked to the college committees.
2. Recommendation for Endorsement of the Accreditation Follow-up Reports	<i>Donald Moore Chancellor Jackson</i>	<i>Action</i> MOTION TO APPROVE THE RECOMMENDATION FOR THE ENDORSEMENT OF THE ACCREDITATION FOLLOW-UP REPORTS MOTION – Matthew Freeman SECOND – Ronald McKinley MOTION APPROVED NO ABSTENSIONS
3. PGC Goals for 2021-22	<i>Donald Moore Chancellor Jackson</i>	<i>First Read & Discussion (Action Taken)</i> <ul style="list-style-type: none"> • Rough draft of the 2021-22 PGC Goals were developed at the PBIM Summit by the PGC members present. A proposed draft of the goals was shared. • Reviewed goals & discussed them

		<p><u>GOALS</u></p> <ol style="list-style-type: none"> 1. Identify a standardized platform for committee materials and implement it. Maintaining committee documentation from year to year. <ul style="list-style-type: none"> ○ Looking into BoardDocs to implement District-wide. ○ To also encourage all other committees to do this as well. 2. Regular Assessment of committees. <ul style="list-style-type: none"> ○ To schedule to complete this in late April in order to allow for the results to inform the PGC's following year's goals. To work to encourage the other committees to make sure that they are assessing their committees as well. To develop an assessment protocol that indicates what areas we will assess each committee on. 3. Develop a Master Calendar for the PGC. Align with critical activities at State level, as well as colleges and District levels <ul style="list-style-type: none"> ○ Budget Development Calendar informs the committee calendars. ACTION – To draft a Master Calendar for PGC to add to late Oct meeting. To have draft for following year ready by April. 4. Create Sub-committees for key areas of PGC responsibility/scope (Accreditation, Master Planning, monitoring PBIM effectiveness, etc.) <ul style="list-style-type: none"> ○ Donald Moore recommended that we begin this work so that the subcommittees can get going. To add to the Oct. or Nov. meeting agenda. 5. Review the PBIM Structure for possible necessary/appropriate updates. <p>MOTION TO APPROVE THE PGC GOALS FOR 2021-22 MOTION – Nathaniel Jones SECOND – Tachetta Henry MOTION APPROVED NO ABSTENSIONS</p>
<p>4. PGC Master Calendar for 2021-22</p>	<p><i>Donald Moore Chancellor Jackson</i></p>	<p><i>Update & Discussion</i></p> <ul style="list-style-type: none"> • Developing a Master Calendar for the PGC is one of the PGC's goals. • The Budget Development Calendar informs the committee calendars. • To incorporate the timeline for the strategic master planning process once it is confirmed. • Maisha Jameson to draft a Master Calendar for PGC to

		<p>add to late Oct meeting.</p> <ul style="list-style-type: none"> To have draft calendars completed by April for consideration by the Council so that they are ready for the first meeting of the following year. To ensure that the other PBIM committees are also developing master calendars for their respective committees.
<p>5. District-wide Strategic Master Planning</p>	<p><i>Chancellor Jackson</i></p>	<p><i>Update & Discussion</i></p> <ul style="list-style-type: none"> Update provided on what has happened to-date and where things currently stand. The previous consultants completed their scope of work, which did not include the environmental scan or the development of our strategic plan. A RFP & RFQ to go out soon to identify a vendor to complete this work – VC Brown working with Purchasing on this now. Hoping it goes out by next week. To complete environmental scan for the District and all colleges and to help with the Strategic Plans for all of the colleges. Plan to have the proposals due by mid-October. Change in the Mission --> Board to pick this back up, as they ran out of time at the past Board Retreat to address this. To be completed before the end of this Fall semester. The District Mission is to be used to inform the strategic plans. All were asked to share recommendations for consultants to help with our strategic planning if they knew of any. In the meantime, the colleges are already starting to think about what they can do to move their strategic planning forward. District Institutional Research is working on gathering the internal data. Qualitative data – focus groups of students. To get out some surveys in spring 2022. To have students and faculty inform the surveys. Surveys to also go out to our internal constituents (staff) as well. To also include feedback from the public in some way as well. To include a possible focus group or survey of the external needs as well.
<p>6. Updates on the Following Key Areas:</p> <ul style="list-style-type: none"> - Chancellor’s Work Group (CWG) - FCMAT - Grand Jury 	<p><i>Chancellor Jackson</i></p>	<p><i>Update & Discussion</i></p> <p>MOTION TO EXTEND THE MEETING 15 MINUTES MOTION – David Johnson SECOND – Thomas Renbarger MOTION APPROVED NO ABSTENSIONS</p> <ul style="list-style-type: none"> The Chancellor is forming a Chancellor Work Group (CWG) to address timely matters. A more comprehensive discussion to take place at the next meeting. The Grand Jury Report went out on the 31st. To discuss at the Board meeting in Open Session once the Report has been made public. FCMAT Report – Have been working on it since the last FCMAT Report. An update on the FCMAT Report is included within the Accreditation Follow-up Reports.

		We're on-track to complete the Report and submit it by the Dec. 31 deadline. We will not have all of the items completed. We have given ourselves a deadline of June 2022 to complete all other outstanding items. Chancellor Jackson shared some of the improvements we've made since the last report.
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III. ADJOURNMENT (3:17pm)

IV. NEXT MEETING

- a. Joint PBC/PGC Meeting - October 1st @ 9:00 a.m.
- b. PGC Meeting - October 22nd @ 9:00 a.m.