



**PERALTA COMMUNITY COLLEGE DISTRICT
PARCEL TAX OVERSIGHT COMMITTEE MEETING
MEETING MINUTES**

Wednesday, February 3, 2021
Meeting Time: 3:15 pm to 5:00 pm
Location: Zoom Video Conference
Meeting ID: 972-1409-8235

Committee Members (Present):

Debra Weintraub, Chair
Oscar F. Porter, Vice Chair
Zac Unger
Monica Henestroza
Aisha K.L. Jordan

Committee Members (Absent):

None.

PCCD Staff Present:

Adil Ahmed, Acting Vice Chancellor, Finance & Administration
Marla Williams-Powell, Acting Executive Fiscal Director, Finance & Administration
Tami Taylor, Interim Budget Director, Finance & Administration
Mark Johnson, Executive Director of Marketing, Communication & Public Relations

Richard Ferreira, Executive Assistant, Finance & Administration (Minutes)
Joan Davis, Staff Assistant, Finance & Administration (Minutes)

Guests:

Christine Will, Faculty, Laney College
Louis Quindlen, Faculty, Laney College
Jennifer Shanoski, PFT President
Denise Woodward, Faculty, Merritt College

Minutes Recorded by: Richard Ferreira, Executive Assistant, Finance & Administration

1. Call to Order and Introductions – Chair Weintraub

Meeting was called to order at 3:17 p.m. by Debra Weintraub with quorum.

2. Review of Agenda – Chair Weintraub

Motion and seconded to approve the Agenda with no changes.
Motion approved unanimous.



Peralta Community College District

3. Public Comments – Chair Weintraub

Public comments were made at this meeting. See below.

Introductions requested and everyone welcomed.

4. Approval of Minutes from December 2, 2020 Meeting – Chair Weintraub

Motion and seconded for the committee to accept the Minutes from the December 2, 2020 meeting with the following changes:

- On page 3 “District gets to determine who’s on the Parcel Tax Oversight Committee”
- On page 3 “the Vice Chancellor will determine how the information will be formatted”
- On page 4 “monies are spent as voters read in the Measure E language and Student Success to reflect the specifics, as well as, the intent”.

Motion approved unanimously.

5. Review and discuss the documents needed for the Annual Report: COC Data Collection Form, Fund 12 FY 2019-20, AP 6740, Measure E Renewal

The Finance Department will work with Academic Affairs to provide the committee members with a formatted version of the requested reports.

It is believed that not all the information was received and only BCC and Laney College information is present. Noted that one of the reports is from COA. Fund 12 FY 2017-18 All colleges and district. Concern that the information is based on a single year.

The committee agreed that the base year is 2017-18 to begin requesting historical information.

The committee is looking for number of sections not the number of dollars. The committee is looking for impact. They want to understand the number of students and not the cost of students who are effected by the Parcel Tax dollar. There appears to be a decline in enrollment. Prior to 2017-18 there were cuts in courses.

According to administration in 2017-18 there were no cuts and this was due to the Parcel Tax. In 2017-18 it was estimated at 19k FTES. In 2020-21 we are at estimated at 15K FTES. There was a large decline within the Peralta District and also over the last few years. If we compare 2017-18 to 2020-21 there was a large decline in enrollment but with the Parcel Tax, there were no cuts.

Public Comment: Jennifer Shanoski, stated she would like to caution the committee against using this year to justify costs for next year.



Peralta Community College District

The committees understanding is the language of Measure E is to supplement classes.

If 2017-18 to be a base year, we would like to compare funding and enrollment and to see where we have gone from there moving forward.

Administration and the committee agree that there was a decline in enrollment. However, we possibly have students at Peralta that are not the same population and the needs are different.

Public Comment: Louis Quindlen, stated that Science and Technology have not had any Labs since last year due to COVID. All things impact enrollment at this time. Next year State Chancellor Oakley will Hold Harmless in the COVID year. Louie also provided the committee with a link to the District BI Tool. It shows Total FTEF and Total FTES for each college by department from 2016 to 2020.

<https://app.powerbi.com/view?r=eyJrIjoiaNWJlOWZmYTEtNTY0MC00MDhkLWE5OTAtYmJiZjlxNzJiNWViliwidCI6ImVIYTE2YTE2LTQ4YWYtNDc3Yi05MTEzLTA1YjFjMDEzMjNmZiIsImMiOiZ9&pageName=ReportSection86d6f65e2fb41a73da4d>

There was a concern, if there is 8 million dollars, as to where the funding is going.

According to Administration, the Parcel Tax is minimizing any actions that would be taken during the declining enrollment. The Hold Harmless is only provided for three years. Now is the time for Peralta to come up with a solution. In a few years the District would be in trouble.

The District is now using Parcel Tax monies for instructional purposes and job training over a six-year period. The District will continue to receive those funds. The Parcel Tax will continue to be contributed to faculty to add classes, etc.

At this time, administration is looking for solutions and working with the Unions. Enrollment is declining and we want to add classes. The Parcel Tax provides for both Full Time and Part Time instructors by allowing courses to remain open.

Public Comment: Christine Will discussed a concern classroom sizes and faculty putting in additional hours of up to 16 hour of prep a day for a least a month prior to the semester to teach the same class size as before that are now offered remotely. She does not believe the class sizes should be this large. She would like to know why there are not more sections in order to provide the quality education that we have in the past. AB 705 passed last fall basic that stated there are no prerequisite requirements for student to enter college level courses and so skills courses were eliminated and replaced with college level courses. So basically, the remedial courses are being eliminated and students placed directly into the higher level courses and for the support to be provided at the higher level.



Peralta Community College District

There were concerns from the amounts on the report with the 50% Law, for example, that Activity Suffix 694000 Food Services shows a negative salary, but then a positive benefit for the amount. It may need to be checked. Appreciate the great amount of information, and would like to conceptualize it.

The committee members are not accountants and should be able to clearly understand how Measure E funding is spent. It requests basic and simplistic explanations. They want to tell the community how the funds are being utilized and if the committee cannot understand the perception is that it is not being spent correctly.

Administration reiterated that the Parcel Tax has allowed us to maintain the sections regardless of the decline in enrollment and if the Parcel Tax was not being used there would have been significant reductions in classes.

The committee is requesting for a way to be clearly able to see how the Parcel Tax funding is supplementing the General Fund. There was a concern stated that consultants are under paid under Measure B monies. Important to have a consistent format on how the information is presented.

Administration agreed to provide whatever the committee is requesting.

Recommendation made to have the General Fund side by side to the Parcel Tax for comparison, along with the supplemental amount.

The committee should be receiving an external Annual Audit.

The Parcel Tax Annual Audits (external) are located on the Finance Department website: <https://web.peralta.edu/business/annual-financial-reports/>

6. Selecting Next Meeting Date(s) and Time(s)

Wednesday, April 14, 2021 at 3:15 pm
Wednesday, June 9, 2021 at 3:15 pm

7. Announcements

More committee members are needed. Mark Johnson, with the Public Communications Department stated the District will be recruiting people mostly through social media. Updating the application. Also, recruiting for the Bond Committee.



Peralta Community College District

Debra Weintraub, Chair was thanked for her excellent work as the Chairperson and her commitment to the Peralta District and the Parcel Tax.

Note: [Committee membership timelines to be on the next agenda.](#)

8. Closing Remarks

No other concerns people would like to address at this time.

9. Adjournment

The meeting adjourned at 5:03 p.m.