



## PBIM MINUTES

Participatory Governance Committee (PGC)

*Friday, October 20, 2017*

*2:00 PM – 4:00 PM*

*District Office Board Room*

### COUNCIL MEMBERSHIP

Rowena Tomaneng, President, BCC Absent	Yashica Crawford, Chief of Staff
Tim Karas, President, COA Present	Trudy Largent, Vice Chancellor, Human Resource
Tammeil Gilkerson, President, Laney Present	Kelly Pernell, President, BCC Faculty Senate
Marie Elaine Burns, President, Merritt Absent	Rochelle Olive, President, COA Faculty Senate
Donald Moore, President, Laney Faculty Senate	Mario Rivas, President, Merritt Faculty Senate
Abigail Brewer, President, Local 1021 Present	William Highsmith, President, Local 39
Jennifer Shanoski, President, PFT -	Cleavon Smith, President, DAS
Student Trustee – Cory Hollis Present	Robert Tracy, Classified Senate President, Laney

**Present:**

**Guests:** Annette Dambrosio

**Absent:** Rowena Tomaneng, Trudy Largent, Kelly Pernell, Rochelle Olive, Mario Rivas, William Highsmith

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome
<b>I. Standing Items</b>			
-Call to Order			Meeting called to order at 2:15 PM
-Adoption of the Agenda			Under section II. Carried Over and New Items, “Formation of Ad Hoc Budget Committee” tabled to allow the Chair of the Planning and Budget Committee time to inform and facilitate action items.
-Approval of Minutes (insert appropriate dates)			September 22, 2017 minutes approved. A hard copy of the minutes was not provided during the meeting.
-Public Comment			There were no public comments
-Reports from Sub Committee (2 minutes each)			<b><u>DASSC</u></b> Goals include closing the achievement gap, maintaining the focus by aligning grant initiatives and other directives and creating language for Student Success and

		<p>Support Program (SSSP) which aligns the efforts at each college campus within PCCD</p> <p><b><u>PBC</u></b> Nothing reported</p> <p><b><u>DFC</u></b> State funded scheduled maintenance percentages related to instructional equipment needs. And deadline date for spending is June 2018.</p> <p>Revisiting the discussion (which began 2015-2016 FY) about 1.5% of the overall PCCD budget being designated/allocated to address districtwide maintenance needs. Such discussion should happen in the following order: DFC create a resolution and forward to the PBC for review/discussion, if the resolution moves forward the PBC will then forward the resolution to the PGC for recommendation to our Chancellor.</p> <p>Review of the districtwide scheduled maintenance list (since 2014-2015 FY to most recent FY)</p> <p><b><u>DTC</u></b> Goals include updating/creating a comprehensive Information Technology Plan, update and publish the Information Technology Services Portfolio (list of services provided by the IT department).</p> <p>The DTC will form a committee to review/update IT department policy</p> <p><i>T-Com</i> will be present at the next DTC meeting</p>
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			<p><b><u>SEM (DEMC)</u></b>  As it relates to the districtwide Enrollment Management Plan the DEMC will work with Kathy Hasaan and she will participate in their meeting on Friday, October 27<sup>th</sup>, to help establish districtwide enrollment management goals. Goals include improving scheduling practices to increase enrollment and identify resources to increase outreach efforts. Working on an online platform for entering, creating and rolling out a demo of a 1 year schedule.</p> <p><b><u>Co-chair Reminder/Response</u></b>  Co-chair asked if there were any requests of the committees and reminded participants that the PGC provides a platform where requests/recommendations can be presented through shared governance to our Chancellor. As a point of order, requests/recommendations which require funding should be submitted to the PBC first prior to the PGC. Forms/templates for submitting recommendations can be located in the updated PBIM manual.</p> <p>Reporting of the Peralta Student Council (PSC) to the PGC will be discussed</p>
-Co-Chairs Report			Nothing reported
-Chancellor's Report			Nothing reported
<b>II. Carried-Over and New Items</b>			
<b>Presentation on Community Engagement</b>	Presenter: Sharon Cornu, Opportunity Partners	Purpose: Information	3 handouts: (1) Draft of Chancellor's Update (2) "What Steps Will We Take To Engage Community In This Decision?", (3)

			<p>“Web Content for <a href="http://www.peralta.edu/engagement">www.peralta.edu/engagement</a>”</p> <p><b>Presentation:</b></p> <ul style="list-style-type: none"><li>• Cornu shared her experience/expertise (PCCD Alumni, Labor Council Work, Urban Habitat, Director of Advocacy and Community Engagement)</li><li>• The engagement process will assess: <b>E</b>ducational Services and Opportunity, <b>H</b>ealth, <b>H</b>ousing, <b>J</b>ob Training, <b>Q</b>uality and Accessibility, <b>A</b>sset Development, <b>T</b>ransit, <b>T</b>raffic &amp; Transportation, <b>S</b>ustainability and <b>E</b>nvironment, <b>C</b>ommunity Resilience and <b>C</b>ohesion</li><li>• Integrating future discussions in our shared governance model to ensure opportunities for engagement (which includes communicating timelines and providing access to meetings).</li><li>• Related to the order of engagement, based on her experience, Conru advises an order of engagement which is based first on assessment of project impact and benefits to the internal community rather than first focusing on financial gain. Actions will be taken to understand and embrace the needs of the internal and external community.</li></ul>
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			<p><b>Committee Response/Discussion:</b></p> <ul style="list-style-type: none"><li>• Although the discussions began with the A’s relocation being the focal point, there is a need for PCCD to have a workgroup, taskforce, or committee which focuses on creating a process for how our organization responds when opportunities for development/investment are presented. Suggestions about how we prepare to engage our community:<ul style="list-style-type: none"><li>○ Review case studies from other college districts</li><li>○ Be aware of surrounding/external community needs and encourage a unified approach to investing or accepting development projects</li><li>○ Be mindful about what we are communicating and how we are engaging our community. Building trust and publicizing a formalized process for engagement which allows for transparency and collaboration.</li></ul></li><li>• Two points to ponder: (1) Expanding/building our community while maintaining our community (2) Defining who we are and what we need</li></ul>
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<p><b>Formation of ad hoc committee for Public-Private Initiatives</b></p>	<p>Presenter: Cleavon Smith, DAS President</p>	<p>Purpose: Action</p>	<p>1 Handout: “Justification for Ad Hoc Committee”</p> <p><b>Purpose:</b> Ad hoc committee to create a formalized process for PCCD to respond to public/private initiatives, development proposals and investment opportunities.</p> <p>Discussion:</p> <p>Consideration of the following:</p> <ul style="list-style-type: none"> <li>• How many seats and how seats are both determined and filled. Focusing on count or constituency group representatives</li> <li>• Need to focus on existing work within our shared governance committees while addressing the current proposal (A’s relocation) managing shared governance time (not consuming our time and effort on one topic).</li> <li>• Aligning our efforts and timeline with the Board of Trustees timeline</li> <li>• Provide a platform for college leader’s voices to be heard. We want to be certain our internal community is included in the engagement process and that we capture the needs of the internal community which will assist with establishing “Best Practices/Principles for Engagement”.</li> <li>• (1) We need to form an Ad Hoc team that will work quickly to determine what our engagement process will be (logistics related) for all</li> </ul>
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			<p>development projects that makes recommendations through the PGC to the Chancellor and the Chancellor to forward those recommendations to the Board of Trustees (2) We need to form a separate Ad Hoc team to specifically address the current proposal (A's relocation), using this and the parameters around the specific opportunity that may be there.</p> <p><b>MOTION:</b></p> <p>Move that PGC develop parameters for community engagement around any proposed private/public initiatives and create a separate ad hoc committee that focuses on the current proposal specific to the Oakland A's.</p> <p><b>Motion was moved to second</b></p> <p>Additional Discussion:</p> <p>Add another student to the PGC committee for more robust input.</p> <p>Along with a formalized process PGC/Ad Hoc must make decisions that also reflects quantifiable data.</p> <p><b>Roll call vote:</b></p> <p><b>Aye:</b> Robert Tracy, Cleavon Smith, Yashica Crawford, Cory Hollis, Jennifer Shanoski, Abigail Brewer, Donald Moore, Marie Burns, Tammeil Gilkerson, Tim Brice</p> <p><b>No:</b> none</p> <p><b>Abstain:</b> none</p>
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<b>III. Adjournment</b>			Meeting ended at 3:53
<b>IV. Next meeting</b>			Friday, October 27, 2017 11:30 AM, District Board Room

Minutes: Brandi Howard