

**Peralta Community College District  
Participatory Governance Committee (PGC) Minutes**

*27 April 2018, 11:30 am to 1:30 pm  
PCCD Board Room*

*Chancellor Jewel Laguerre & DAS President Cleavon Smith  
Co-Chairs*

**PGC Membership**

Rowena Tomaneng, President, BCC	Jewel Laguerre, Chancellor
Tim Karas, President, COA	Trudy Largent, Vice Chancellor, Human Resources
Tammeil Gilkerson, President, Laney	Kelly Pernel, President, BCC Faculty Senate
Marie Elaine Burns, President, Merritt	Rochelle Olive, President, COA Faculty Senate
Donald Moore, President, Laney Faculty Senate	Mario Rivas, President, Merritt Faculty Senate
Abigail Brewer, President, Local 1021	Tim Brice Interim President, Local 39
Jennifer Shanoski, President, PFT	Cleavon Smith, President, DAS
Corey Hollis, Student Trustee	Robert Tracy, Classified Senate President, Laney

**16 members; Quorum is 9**

*Advisory (non-voting): Vice Chancellors; District Accreditation Liaison*

**Substitutes:** VPAS Derrick Pinto for President Gilkerson; Acting Interim Director HR Chanelle Whittaker for VC Trudy Largent

**Guests:** Dr. Annette Dambrosio, Dr. Joseph Bielanski, Fred Bourgoin

**Absent:** Shanoski, Brice, Tracy, Laguerre

<b>Agenda Item</b>	<b>Committee Goal</b>	<b>Strategic Plan Goal</b>	<b>Outcome</b>
<b>I. Standing Items</b>			

Call to Order	<i>Assessment of PBIM</i>		Meeting called to order at 11:40 President Smith
Adoption of the Agenda			Moved by and seconded by Smith/ Hollis to approve the agenda. The agenda was unanimously approved.
Approval of Minutes for March 2018			Moved Pernell/Karas approve 30 March 2018 Minutes. Approved.
Public Comment			There was no public comment
Reports from Sub Committee (2 minutes each)			<p><b>DAASSC</b> – Rivas: discussion on need for Researchers, discussion on continuing programs, e.g., UMOJA, that further student success, recommend to not hire Outreach Director, but to send monies to Colleges and coordinate efforts at District, need to do better job of monitoring legislative and regulatory efforts;</p> <p><b>PBC</b> – Moore: Auditors came to discuss Measure B and overall Audit. PBC will set charge for BAM, to include District.</p> <p><b>DFC</b> – Presentation with Optera—joint DFC/DTC presentation. They will be saving us some funding. TCO Guidelines—to continually have this update for Accreditation—we saw some discrepancies from Colleges on FUSION because some items have been substituted since data was sent to FUSION.... DGS must update the FUSION system. Director McMahon will update. COA concerned that they will not be getting Blue phones right now, but funding is not available—COA will get Blue phones in next year’s funding cycle. Request to label nonfunctional phones, in the interim.</p> <p><b>DTC</b> - Moving forward with BP for information security; will participate in state phishing tool; using Merritt’s faculty to form team</p> <p><b>DEMC</b> – no report.</p>
-Co-Chairs Report			N/A
-Chancellor’s Report			No report
<b>II. Carried-Over and New Items</b>			
Board Policy and Administrative Procedure			Dr. Bielanski reviewed changes to all BP/APs being presented. Recommendation from MB Benvenuti to work with Finance Dept.

	<p><i>AP5130 Financial Aid BP 3290 Consumer Info BP 3550 Drug Free AP 3290 Consumer Info AP 5030 Student Fees AP 3550 Preserve Drug Free AP 3551 Preserve Drug Free</i></p>		<p>on AP 5030 (Student fees) to clarify and ensure that legal state mandates are followed. Also work with Student Services.</p> <p>No changes recommended to other AP/BPs.</p> <p>Motion: Moore/Hollis: To accept all BP/APs and send to Chancellor. Discussion is whether we are ready to adopt AP5030....shouldn't Financial Aid people be involved?</p> <p>2 in favor; 6 opposed; 2 abstain Motion does not carry.</p> <p>Motion: Hollis/Kara: To accept BP/AP packet and to pull AP 5030, Student Fees</p> <p>Need to know that Finance has thoroughly vetted AP 5030. 8 in favor; 2 abstain.</p> <p>Motion: Karas/Moore Conditionally endorse AP 5030 with endorsement of Office of Finance by Friday, May 4—verified by VC Johnson.</p> <p>Unanimous acceptance.</p>
<p>PBIM Assessment</p>		<p>1) Advance Student Access, Equity, and Success,</p>	<p>Dr. Dambrosio stated that the PBIM Survey will close on Monday, April 30</p> <p>Results are being collected via IT—thanks to D. Benevenides who used Qualtrics.....this assessment seems to be the most user friendly, to date. —can even take the Survey on our cell phone.</p>

		<p>2) Develop and Manage Resources to Advance Our Mission, and</p> <p>3) Build Programs of Distinction</p>	<p>PBIM assessment committee will analyze entire Survey and send specific Committee/Council responses to all PBIM Committees/Councils (DTC/DFC meets next week).</p> <p>Final results will be sent to PGC in May (might need some redacting). Also, PBIM Manual will be sent to PGC in May. The idea is to have PBIM committee members Committee/Council goals, PBIM Manual in place by August Summit. Dambrosio stated that she was only assigned PBIM oversight at the end of January 2018; it should be part of Accreditation as Shared Governance, Program Review, PCCD goals and objectives are central to PCCD planning and maintaining ACCJC Standards.</p>
DAS recommendations for Measure B funds		1) Advance Student Access, Equity, and Success	<p>President Smith was expecting a response from the Chancellor, who is not present today. Karas suggested to table.</p> <p>Motion: Hollis/Brewer: Postpone until formal recommendation from Chancellor to PGC. Unanimous acceptance.</p>
Public/Private Partnerships			TABLED
Rubric Sub Committee Report			TABLED
2018/2019 Goals and Budget Priorities		2) Develop and Manage Resources to Advance Our Mission	<p>Smith: When PBIM pilot was began, PGC was envisioned as oversight body and to set goals for everyone for next year, but we did not operate as such this year. Goals and priorities should have been derivative of Strategic goals and all PBIM Committee/Council goals. Goals should be for student improvement, for example. Overall Strategic goal setting needs a process; currently Colleges are doing strategic planning and the District is behind. In 2015-2016, in contrast, we all had to submit reports to District. We did not do this in 2017-2018. We have some parallel process (institutional objectives in this case), but we have not reviewed them. Also, who is in charge of target enrollment, for example? PBC?</p>

			<p>PGC? Who is in charge? PGC needs to review the current PCCD Objectives. We also need the research component. What are the steps we need to take? One suggestion is to look at College research and goals. We will then need District research to set goals and objectives. Should be doable by June. Make time at August Summit to set goals/objectives.</p> <p>Motion: Tomaneng/Pernell: Form Ad Hoc Committee at the May PGC meeting to gather and review institutional research from the Colleges and District on status of current institutional objectives, i.e. PCCD Strategic Goals and Objectives. Use the research to make recommendations for proposed objectives for AY 2028-2019 to be shared at AY 2018-2019 August Summit.</p> <p>Unanimous.</p> <p>Moore: PGC needs to initiate the process to review PCCD goals/objectives. Dambrosio recommended that August Summit would be the forum to review/edit PCCD Strategic Goals and Objectives for 2018/2019; preliminary work might be done prior to Summit .</p>
May PGC Meeting date			<p>At this time, meeting is set for May 25. Chancellor to set out memo to possibly move the date.</p>
<b>III. Adjournment</b>			Olive/Brewer: The PGC meeting was adjourned at 1:55 pm
<b>IV. Next meeting</b>			<p>Right now, PGC is set to meet on May 25. Chancellor to set out memo to possibly move the date.</p>