



**Peralta Community College District
Participatory Governance Committee (PGC) Minutes
25 January 2019, 11:30 am to 1:00 pm**

PCCD Board Room

***Chancellor Jowel Laguerre & DAS President Donald Moore Smith
Co-Chairs***

PGC Membership

Rowena Tomaneng, President, BCC	Jowel Laguerre, Chancellor
Tim Karas, President, COA	Chanelle Whittaker, Vice Chancellor, Human Resources
Tammeil Gilkerson, President, Laney	Kelly Pernell, President, BCC Faculty Senate
Marie Elaine Burns, President, Merritt	Rochelle Olive, President, COA Faculty Senate
Fred Bourgoin, President, Laney Faculty Senate	Mario Rivas, President, Merritt Faculty Senate
Richard Thoele, President, Local 1021	Carlos Romero, President, Local 39
Jennifer Shanoski, President, PFT	Donald Moore, President, DAS
TBD, Student Trustee	Doris Hankins, Classified Senate President, Merritt College
Brandon Christian, Note taker	

16 members; Quorum is 7

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

In attendance: Stacey Shears (designated by Rowena Tomaneng), Marie-Elaine Burns, Fred Bourgoin, Donald Moore, Kelly Pernell, Rochelle Olive, Mario Rivas, Jennifer Shanoski, Doris Hankins, Richard Thoele, Jowel Laguerre, Chanelle Whittaker

Absent: Timothy Karas, Tammeil Gilkerson, Carlos Romero

Guests: Joseph Bielanski,

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome
I. Standing Items			
Call to Order			Called to order at 11:37 a.m.

Adoption of the Agenda			Bourgoin motions to approve/Pernell seconds. Agenda approved.
Approval of Minutes for December 2018			December 14 minutes reviewed. <ul style="list-style-type: none"> • Remove “Smith” that was placed after Donald Moore’s last name • December 10 minutes needed Bourgoin motions to approve/Pernell seconds. Minutes approved.
Public Comment			No public comment provided.

<p>Reports from Sub Committee (2 minutes each)</p>			<p>DAASSC</p> <ul style="list-style-type: none"> • DAASSC held a meeting on Flex Day in which the Guided Pathway leads provided updates on their progress. Vice Chancellor’s Brown and Cifra are supporting Guided Pathways by giving the leads specific data to collect and report out on. • DAASSC will coordinate and support the efforts of Guided Pathways from a District-wide viewpoint. <p>PBC</p> <p>Bourgoin presented the following: PBC’s 1/25/19 meeting developed the following three recommendations:</p> <ul style="list-style-type: none"> • Collapse the working groups developed in December into two working groups – one will focus on enrollment management and student success; and one will focus on finance reporting, and there is a third group to address administrative turnover • Add a joint meeting of PBC and PGC on March 29, from 10 AM – 12 PM to accomadate the delay in Program Review – this will allow the colleges more time to collect and review <ul style="list-style-type: none"> o PBC will review each colleges Program Review priorities o Presidents will present reviews from each respective college at this meeting • The joint meetings will be structured in the following format: PBC (9 am- 10 am) then PGC (11:30-1) except for March 29. The joint PBC & PGC meeting will occur between 10 am -11:30 am.
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			<ul style="list-style-type: none"> PBC motioned to object the fact that some positions at the District were unfrozen w/o having gone through necessary shared governance channels. Per the approval of that motion, this should not occur moving forward w/o shared governance’s consultation, and a justification memo. If the Chancellor does not take on the recommendations, he must submit written justification back to PBC and PGC. <p>DFC No report provided.</p> <p>DTC Pernell presented:</p> <ul style="list-style-type: none"> DTC has not met this semester, but at the 10+1 meeting with the Chancellor, DTC was tasked with developing an IT plan that will include: cost of implanting/improving, the overall cost, advisory, and steering committee membership of OnePeralta, which is still being decided. VC Lam will be visiting each campus this semester to begin the coordination of the project mentioned above DTC will make recommendations and bring them to PBC, and if approved, will move to PGC, then go back to the steering committees. DTC will update the technology plan for OnePeralta.
II. Carried Over and New Items			
PBC’s Role in PGC Recommendations			<p>Shanoski presented: At the joint PBC & PGC meeting on 12/14/18, PBC voted ‘no’ on a document and PGC still considered and voted to approve the document anyways. She requested clarity on the definitive role of PBC as a recommending body to PGC. In the PBIM Handbook there is no clarity surrounding issues such as the one described above.</p>

			<p>Shanoski motioned: Any action items that flow through PBC prior to PGC that are rejected by PBC, they do not go forward to PGC” Yes: Four / No: Three / Abstention: Two Motion approved.</p> <p>Laguerre suggested the creation of a subcommittee of PGC that will review the PBIM manual and review this issue and make sure it is considered as thoroughly as it needs to be. He would like this subcommittee to report back by the February 22 PGC meeting.</p> <p>Rivas motioned: To create a subcommittee who will review and clarify the role of PBC as a recommending to PGC and will report back at the 2/22 PGC meeting. Yes: Six/ No: Three / Abstention: One</p> <p>Subcommittee membership: Rivas, Thoele, Olive</p>
Delineation of Functions			<p>Handout was provided via email.</p> <p>Laguerre presented: The Presidents spent a large amount of time reviewing the different functions we have at Peralta. The document that you have is the result of that work. This document was sent to VC’s for review and new suggestions. In addition to that, the VP’s reviewed sections pertaining to student services, and together with they came up with the delineation of functions document provided. PCCD needs to delineate the functions – and this draft is a good start to meeting the accreditation standard. Feedback is welcome, and the next step is to share this document at each of the respective college’s College Council and other shared governance committees, and then take the final draft to the governing board for approval.</p>

			There was discussion re: this document. Shanoski and Vasconcellos will collaborate and determine the best way to create a subcommittee to aide in the review and development of this document.
2019-20 PBIM Annual Integrated Planning Calendar			No presenter. Agenda item not reviewed.
PCCD Goals			<p>Handout was provided via email. Burns presented:</p> <p>Burns led a taskforce composed of: Rupinder Bhatia, Jason Cifra, Victoria Menzies, Brandi Howard, Brandon Christian, and Jason Cole. The taskforce reviewed a SWOT (Strengths, Weakness, Opportunities, Threats) analysis of the District, and used it to guide them in the creation of revised PCCD Goals that align with the State Chancellor's 'Vision for Success' goals. We are looking for feedback and to make this an action item for approval at an upcoming PGC meeting, to be able to submit to the governing board for review.</p> <p>The following timeline was developed:</p> <ul style="list-style-type: none"> • Each respective college will review the document at their February College Council by March 8 • Each respective shared governance council for the District will review and provide feedback by February 22 • On March 8, this document will be brought back for approval • The subcommittee will handle the coordination of the distribution and the analysis/admission of new data onto this document
III. Adjournment			Meeting adjourned at 1:20 p.m.
IV. Next meeting			February 8, 2019

*re: = regarding

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