



**Peralta Community College District
Participatory Governance Committee (PGC) Minutes
26 April 2019, 9:30 am to 11:30 am
PCCD Board Room**

***Chancellor Frances White & DAS President Donald Moore
Co-Chairs***

PGC Membership

Rowena Tomaneng, President, BCC	Frances White, 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	

15 members; Quorum is 8

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

In attendance: Rowena Tomaneng, Tammeil Gilkerson, Fred Bourgoin, Donald Moore, Kelly Pernell, Jennifer Shanoski, Richard Thoele, Frances White, Chanelle Whittaker

Absent: Tim Karas, Marie-Elaine Burns, Rochelle Olive, Mario Rivas, Doris Hankins, Carlos Romero

Guests: Siri Brown, Rudy Besikof, Joseph Bielanski, Albert Harrison, Kim Glosson, Dominique Benavides

Agenda Item	Committee Goal	Outcome	Action	Response
I. Standing Items				
Call to Order		Called to order at 9:37 a.m.		

Adoption of the Agenda		<p>Add:</p> <ul style="list-style-type: none"> • PCCD Strategic Goals <p>Pernell motioned to approved amended agenda. Tomaneng seconds. Agenda approved.</p>		
Approval of Minutes for March 22		<p>Council requested to make the following amendments to minute format:</p> <ul style="list-style-type: none"> • Add a separate column for action items • Add action items from last meetings as first agenda item for next meeting <p>Bourgoin motions to approve minutes. Whittaker seconds. Minutes approved (two abstentions).</p>		
Public Comment		No public comment.		
Reports from Sub Committee (2 minutes each)		<p>DAASSC</p> <ul style="list-style-type: none"> • Next meeting is May 10 <p>PBC</p> <ul style="list-style-type: none"> • Held regular meeting on 4/19; had a special meeting 4/24 and developed recommendations that will be reviewed during this meeting <p>DFC</p> <ul style="list-style-type: none"> • No report provided <p>DTC</p> <ul style="list-style-type: none"> • VC Lam is working on finding funding sources and defining the scope of OnePeralta 	<p>a. Chairs will invite VC Lam to next PGC meeting to give a written presentation on OnePeralta updates</p>	

		<ul style="list-style-type: none"> • Three areas of OnePeralta need updates: PROMT, HR, and Passport • DTC is determining a list of common applications across the campuses to work on having the District purchase site licenses • DTC is also looking at 25Live • There is a draft AP in regards to establishing an incidence response team 		
II. Carried Over and New Items				
PCCD Strategic Goals	<i>Discussion</i>	<p>Since December, PCCD and the Colleges have been working on aligning their Strategic Goals with the CCCCCO <i>Vision for Success</i> Goals.</p> <ul style="list-style-type: none"> • Cabinet requested an extension to submit student equity plans and vision for success strategic goals; the new due date is July 23 • We want the Board to be involved in this process prior to sending to the State Chancellor • PGC will host a special meeting in May to review and approve the final draft of the PCCD strategic goals 	<ol style="list-style-type: none"> a. Burns will present this final draft at the next PGC meeting b. Send the final draft to each college council as an <i>information</i> item c. Submit final draft to the Board of Trustees for the May 28 meeting 	

<p>4/19 PBC Motion to PGC</p>	<p><i>Action</i></p>	<p>Handout provided. Bourgoin presented:</p> <ul style="list-style-type: none"> On 4/19, PBC developed a recommendation requesting an integrated District-wide staffing plan from PGC. <p>White asked for clarification/rationale behind this request. Shanoski said this request was being produced due to PBC’s charge related to planning, as well as a desire to minimize the affect the freeze will have on instruction. PBC would like an integrated staffing plan to cut costs. VC Harrison recommended that at a future meeting, a presentation be conducted on staffing needs, prioritization, and how the budget for staffing is created. White agreed with the need for a presentation.</p>	<p>a. Have a presentation on staff prioritization and budgeted-staff positions at a future PGC meeting to get clarity.</p>	
<p>PBC Allocation of Budget Cuts for Colleges and District for the 5-Year Fiscal Plan</p>	<p><i>Action</i></p>	<p>Handout provided. Bourgoin presented:</p> <ul style="list-style-type: none"> PBC developed five (5) recommendations for PGC to review and, if approved, forward to the Chancellor <p>Regarding Recommendation #1: PBC is concerned that currently there is not a plan to manage/have a shared governance process for spend down of the reserve, and they are concerned that it might reduce each cost centers Fund 01 allocation.</p>	<p>a. Gilkerson motioned to approve and forward the recommendations to the Chancellor. Shanoski seconds. The council voted unanimously with one abstention to forward the recommendations.</p> <p>The Council requested the Chancellor to respond to the recommendations in writing</p>	<p>a. Chancellor White provided the following response in writing on Tuesday, April 30:</p> <p>“Dear Donald and Fred:</p> <p>After a thorough review, I am accepting the recommendation of the Planning and Budget Council, and the Participatory Governance Council for the FY20</p>

		<p>Regarding Recommendation #2: The original process for freezing vacant positions was arbitrary and the campuses should have an opportunity to revise their list.</p> <ul style="list-style-type: none"> • Tomaneng shared that BCC created their frozen position list through college governance and governance accepted the list • Gilkerson shared that the notification came after graduation, and she gathered her constituent group presidents and management team, developed a list, and forwarded it to the District. The Chancellor at the time overrode one position on the list and requested it be hired. • Brown shared that at the District, all the VC's came together and reviewed their list of vacancies and decided which positions to freeze <p>Bourgoin stated that the issue was not the process, but the dollar amount. In addition, the Chancellor at the time unfroze roughly \$700k in positions from his office and did not provide justification, causing the colleges to carry more of the burden in the cuts.</p> <p>White stated there has been an ongoing discussion at PGC related to accreditation, safety, and compliance for exceptions to the freeze list. Some positions must be unfrozen for regulatory and compliance reasons.</p> <p>Gilkerson motioned to approve and forward the recommendations to the Chancellor. Shanoski seconds. The council voted</p>	<p>by the next meeting dates of the PBC and PGC.</p>	<p>Allocation of Budget Reductions. These allocations are listed on the Resolution #5, Exhibit A document presented at the April 26, 2019 PGC meeting. Thanks to all who participated in making the recommendation.</p> <p>The following allocations for budget reductions are listed as follows:</p> <p>District Office \$500,000 (50%)</p> <p>College of Alameda \ \$92,850 (9.29%)</p> <p>Berkeley City College \$110,150 (11.02%)</p> <p>Laney College \$189,650 (18.97%)</p> <p>Merritt College \$107,350 (10.74%)</p> <p>Total \$1,000,000 (100%)</p>
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		<p>unanimously with one abstention to forward the recommendations.</p> <p>The Council requested the Chancellor to respond to the recommendations in writing by the next meeting dates of PBC and PGC.</p>		
Public/Private Partnerships	<i>Action</i>	<p>Gilkerson, along with guest Kim Glosson (Business Department Chair, Laney) presented:</p> <ul style="list-style-type: none"> • Union Bank approached Laney to create a partnership and have a student run branch on Laney’s campus (Union Bank has five student run branches and this program has existed for nine years) • Barbara Lee recommended Peralta as a potential partner to Union Bank • They are looking to have a 600 sq. ft. space for the bank branch • Business dept., CTE, and college council have approved this partnership • This is a multi-phase project and they plan on tracking students who are eventually employed by Union Bank or enter a career of banking <p>Tomaneng motioned to approve and support this partnership. Shanoski seconds. Motion approved.</p>	a. Tomaneng motioned to approve and support this partnership. Shanoski seconds. Motion approved.	
Scheduled Maintenance	<i>Discussion</i>	No discussion.		
PBIM Handbook Updates/Revisions	<i>Discussion</i>	Moore would like to work with the Chancellor and develop a survey monkey to assess all PBIM committees. The data collected will be	a. White and Moore will work with Benavides to create a survey assessing the PBIM committees.	

		reviewed at the PBIM summit. They will also work on setting a date for the PBIM summit.	<ul style="list-style-type: none"> b. Select a date for PBIM Summit c. Send out a Doodle Poll to determine the next best meeting time (week of May 13). 	
III. Adjournment		Meeting adjourned at 11:36 a.m.		
IV. Next meeting		TBD.		

BC