



**Peralta Community College District  
 Participatory Governance Committee (PGC)  
 Planning and Budgeting Council (PBC)  
 Special Joint PBC and PGC Meeting  
 8 March 2019, 10:00 am to 11:30 am  
 PCCD Board Room**

*Minutes*

*Chancellor Frances White & DAS President Donald Moore  
 Vice Chancellor Romaneir Johnson & Laney Senate President Fred Bourgoin  
 Co-Chairs*

**PGC Membership**

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| 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                  |   |

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

**PBC Membership**

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| Romaneir Johnson, VC Finance & Administration, PBC Chair/Presiding | Tim Karas, College of Alameda President                              |
| Fred Bourgoin, Faculty Senate President, Co-Chair                  | Tina Vasconcellos, Vice President of Student Services or Instruction |
| Donald Moore, DAS President  | Vacant, Student Representative                                       |
| Mario Rivas, Senate President                                      | Dominique Benavides, Institutional Researcher, Designee              |
| Jennifer Shanoski, President PFT                                   | Kawanna S. Rollins, Classified Senate President                      |
| Scott Barringer, Local 39 Representative                           | Richard Ferreira, Note taker   |
| Jamille Teer, SEIU Representative                                  | Adil Ahmed, Interim Budget Director                                  |
| Marie-Elaine Burns, Merritt College President                      |  |

**In attendance:** Stacey Shears, Kawanna Rollins, Tim Karas, Romaneir Johnson, Kelly Pernel, Mario Rivas, Scott Barringer, Doris Hankins, Marie-Elaine Burns, Dominique Benavides, Fred Bourgoin, Donald Moore, Jamille Teer, Chanelle Whittaker, Frances White, Adil Ahmed, Jennifer Shanoski

**Absent:**

**Guests:** Debra Jones, Maurice Jones, Victoria Menzies, Rudy Besikof, Kuni Hay, Sui Song

| Agenda Item              | Committee Goal | Strategic Plan Goal | Outcome  |
|--------------------------|----------------|---------------------|--|
| <b>I. Standing Items</b> |                |                     |  |
| Call to Order            |                |                     | Called to order at 10:40 a.m.  |
| Agenda Adoption          |                |                     | Add: minute's approval to the next meeting agenda.   |
| <b>II. New Items</b>     |                |                     |  |
| Verbal Update on Plan    |                |                     | <p>Handouts provided.<br/>Cifra presented:</p> <ul style="list-style-type: none"> <li>• April 3<sup>rd</sup> is the final deadline for all SEM plans to be submitted <ul style="list-style-type: none"> <li>○ Goal is to have as close to final drafts of all documents as possible by 3/20</li> </ul> </li> <li>• The timeline for submitting the 5-Year Integrated Financial Plan to the Board of Trustees to allow for two readings of is as follows: <ul style="list-style-type: none"> <li>○ April 9 (BoardDocs due 3/21)</li> <li>○ April 22 (BoardDocs due 4/4)</li> </ul> </li> <li>• To effectively coordinate the distribution and collection of Campus and Senates' feedback on the plan, the following will take place:<br/><b>Action:</b> Laura Leon-Maurice will send all of the pieces in one email to the College Presidents. The College Presidents will redistribute to all senates (Faculty, Classified, Students). Senates will collect feedback and give to College Presidents</li> </ul> |

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|   |  |  | who will in turn give the feedback to Laura. The first round of feedback is due <u>3/14</u> .   |
| <b>III. Standing Items</b>              |  |  |   |
| EM/SS Workgroup Update                  |  |  | <p>Cifra presented:</p> <ul style="list-style-type: none"> <li>• EM/SS group meets weekly on Thursdays from 8:30 a.m. – 9:30 a.m.</li> <li>• The group reviewed COA and Laney’s SEM plan at the last meeting and discussed timelines <ul style="list-style-type: none"> <li>○ Final campus approved SEM plan is due 4/3</li> </ul> </li> </ul>  |
| Finance Workgroup Update                |  |  | <p>Bourgoin presented:</p> <ul style="list-style-type: none"> <li>• Finance workgroup made the following recommendations to PBC: <ul style="list-style-type: none"> <li>○ Keep reserve balance at a minimum of 10% each year</li> <li>○ Put \$4.5 million vacancy savings back into plan (vacancies will go back to colleges and district to review and re-submit and identify new positions/cuts)</li> <li>○ \$6.9 million reduction this year</li> <li>○ No more reductions until 2023-24 with a reduction of \$5.5 million</li> </ul> </li> </ul> <p>The group discussed the BAM committee and its membership. Teer clarified that there are Classified Senate rep.’s on the committee but not SEIU rep.. <b>Action:</b> Merritt’s Classified Senate President Hankins requested to be notified by 3/12/19 if classified staff have not been present/actively attending the meeting.</p> |
| Executive Summary and Chapter 3 Outline |  |  | <p>Chen gave an overview of the following components:</p> <ul style="list-style-type: none"> <li>• Executive Summary</li> <li>• Introduction – Chapter 1</li> <li>• Revenue – Chapter 3</li> </ul>  |
| <b>IV. Adjournment</b>                  |  |  | Meeting adjourned at 11:38 a.m.   |
| <b>V. Next meeting</b>                  |  |  | March 15, 2019  |

\*re: = regarding

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