



PERALTA COMMUNITY COLLEGE DISTRICT
JOINT
PARTICIPATORY GOVERNANCE COUNCIL (PGC)
PLANNING BUDGET COUNCIL (PBC)
MEETING AGENDA

Friday, October 1, 2021
 9 a.m. – 10 a.m.

Join the meeting:

<https://cccconfer.zoom.us/j/92621828112>

CO-CHAIRS

PGC – Jannett Jackson, Interim Chancellor

PGC - Donald Moore, DAS President

PBC – Adil Ahmed, Interim Vice Chancellor of Finance & Administration

PBC – Thomas Renbarger, Co-Chair, Academic Senate President, Merritt College

<p><u>PGC MEMBERSHIP PRESENT</u></p> <p>Jannett Jackson, Interim Chancellor, PCCD (Co-Chair) Donald Moore, President, DAS (Co-Chair) Angélica Garcia, President, BCC Nathaniel Jones, President, COA Rudy Besikof, President, Laney David Johnson, President, Merritt Eleni Gastis, President, Laney Faculty Senate Jamille Teer, Representative, Local 1021 (<i>Kawana Rollins = Proxy</i>) Ronald McKinley, Acting Vice Chancellor, HR Matthew Freeman, President, BCC Faculty Senate Matthew Goldstein, President, COA Faculty Senate Senate Tachetta Henry, Classified Senate President, Merritt TBD, Student Representative</p> <p>*Maisha Jameson, Note taker (non-voting)</p>	<p><u>PBC MEMBERSHIP PRESENT</u></p> <p>Adil Ahmed, Co-Chair, Interim V.C. of Finance & Admin. Donald Moore, DAS President Matthew Freeman, Faculty, BCC Scott Barringer, Local 39 Representative Kawanna S. Rollins, SEIU Representative Tami Taylor, Interim Budget Director Nathaniel Jones, III, President, COA Tina Vasconcellos, VPSS, COA Helen Ku, Institutional Research Designee Louie Martirez, Classified Senate Appointee David M. Johnson, President, Merritt College</p> <p>*Richard Ferreira, Executive Asst., Note taker (non-voting)</p>
<p><u>GUESTS PRESENT</u></p> <p>Lowell Bennett Stacey Shears Mary Clarke-Miller Mark Johnson Diana Bajrami MoMo Lim Derek Pinto</p>	

Dana Cabello Marla Williams-Powell Sean Brooks Joseph Bielanski Royle Roberts C.M. Brahmhatt Sasha Amiri Andrea Williams Immaculate Adesida	
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Members – 26; Quorum – 13

I. STANDING ITEMS

A. CALL TO ORDER

- i. Meeting called to order at 9:04 a.m.

B. ADOPTION OF THE AGENDA

MOTION TO APPROVE THE MEETING AGENDA WITH AMENDMENT (to remove the CCLC required BPs/APs)

MOTION – Rudy Besikof

SECOND – Adil Ahmed

MOTION APPROVED

NO ABSTENSIONS

C. APPROVAL OF MINUTES

- i. September 3, 2021 PBC Meeting Minutes

MOTION TO APPROVE THE PBC 9/3 MEETING MINUTES

MOTION – Matthew Freeman

SECOND – David Johnson

MOTION APPROVED

NO ABSTENSIONS

- ii. September 24 2021 PGC Meeting Minutes

MOTION TO APPROVE THE PGC 9/24 MEETING MINUTES

MOTION – Angelica Garcia

SECOND – Jamille Teer

MOTION APPROVED

NO ABSTENSIONS

D. PUBLIC COMMENT

- None

II. CARRIED OVER AND NEW ITEMS

Topic:	Presenter:		Discussion:
<p>1. Budget Calendar for FY 2022-23 - Budget Assumptions</p>	<p>Adil Ahmed</p>	<p><i>Discussion & Action</i></p>	<ul style="list-style-type: none"> • Presented the Budget Calendar or FY 2022-23 that will lead our budget development. • It was suggested that there be more of a discussion and system or process for providing faculty consultation on the FTES target. • VC Ahmed noted that the current process is to get the FTES target from Academic Affairs and Student Success and the colleges, then determine the part-time faculty budget. Currently the VPIs meet with VC Brown and Finance and they develop the target. • This is to be presented in January. • VC Ahmed recommends that we move to budgeting by the discipline in order to determine where and why we are over any given fiscal year. Need to be able to see how much is budgeted for each class vs. how much it cost. Currently Finance gives a lump sum to colleges, but the allocation is not allocated by discipline. This makes it hard to monitor. • *Louie Martirez suggested an Amendment to the Budget Calendar --> Add the following Town-halls to the Budget Calendar: <ul style="list-style-type: none"> - August – For Classified Senate review the budget before it is approved in September. Intent is to help them participants understand how the budget works. - January –To go over the process and calendar - May – To understand the May Revise. • IVC Ahmed asked Louie Martirez to send this request in writing. <p>MOTION TO APPROVE THE BUDGET CALENDAR FOR 2022-23 WITH AMENDMENT MOTION – Louie Martirez SECOND – Kawana Rollins MOTION APPROVED NO ABSTENSIONS</p> <p>*Chancellor Jackson recommended a friendly amendment to the motion – Not tie the final Townhall to the month of May, but rather tie it to when the Governor’s revised budget is made public (This friendly amendment was accepted).</p>

		<ul style="list-style-type: none"> • Chancellor Jackson suggested that an Orientation to be held in the fall to help all understand how the budget works. This will be noted for the PBC. Pres. Angelica Garcia asks that this Orientation be replicated and presented at the four colleges Budget Committee meetings. • Suggestion → Need to strengthen the ties from the PBC to the colleges budget committees. • CM Brahmhatt– The colleges are currently allocated their budgets based on an average of the last 3 years. There is currently no data driven conversation taking place on budget development process. Suggestion → Should engage colleges Budget Committees in early fall to discuss development of the target based on the needs of the disciplines. The only way the District will improve our fiscal state is by increasing our FTES. The colleges need guidance from the District. Also need for the District to provide the data and to ensure that the colleges are actually able to increase their FTES. In short, the District needs to work on how to develop the target, manage the target and how to develop the course schedules to meet that target. • Suggestion → There needs to be a broader discussion on determining the target at the colleges. To hold these discussions on the front side, rather than after the fact. • When the new Budget Allocation Model goes into effect, this should change, as it will include consideration of the Student Centered Funding Formula (SCFF) and whether we will have the Hold Harmless funds or not. • Now that we have a new Institutional Researcher Francisco Herrera, this process should be more data driven. • Suggestion → It would be helpful to get some sort of progress report on budget management (quarterly maybe), along with budget projections. • Suggestion → Start the budget development from the adjusted budget that was finalized or adjusted along the way vs. the budget cost center managers receive at the beginning of the year. • Suggestion → Should also be looking at FTEF (should be aligned with the budget to correspond with the actual needs of colleges).
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			<ul style="list-style-type: none"> • It was proposed for PBC to look at 1. a budget projection calendar, 2. building the budget from the adjusted budget, and 3. have a joint meeting between VC Brown, DAASSC and the PGC & PBC so that everyone understands everything. • The Chabot Las Positas tool for meeting goals and targets was referenced. • It was noted that historically we have been operating an incremental budgeted model. We are now shifting to a resource management centered model with the new BAM. We do not currently have the college level processes to do allocation based on the strategic objectives we want to develop. • Chancellor Jackson suggested that the Chancellor’s Work Group (CWG) work on this to provide some direction to the colleges so that they can develop what processes they will use. • To check in again in the spring.
<p>2. Approval of Administrative Procedures and Board Policies</p> <ul style="list-style-type: none"> - New Vaccination Policy Protocol (not an AP) - AP2410 <p><u>Required by CCLC (BELOW ALL REMOVED FROM AGENDA)</u></p> <ul style="list-style-type: none"> - AP2435 - AP 3225 - AP3420 - AP3434 - AP3435 - AP5020 - AP5030 - AP5050 - AP6340 - AP6370 - AP7700 - BP2200 - BP2435 	<ul style="list-style-type: none"> • Ron McKinley for Vaccination Policy Protocol • Joseph Bielanski Other BPs/APs 	<p><i>Discussion & Action</i></p>	<ul style="list-style-type: none"> • Discussion and Action on the CCLC BPs/AP was put off and removed from the agenda to allow for PFT review. • It was noted that the Vaccination Policy Protocol is not an administrative procedure, but rather a protocol. • This protocol relates to employees (not students) and requires that as a condition of employment, one must be vaccinated or have an approved exemption. Options for exemption were shared. • All new employees (including contractors) to be vaccinated. This is effective immediately until no longer necessary. • Visitors are not included (those that are not employees or students or registered prospective students). It was requested that the definition of visitor be made explicit. • It was noted that PCCD’s policy is more stringent than the CDC and Alameda County policies/requirements. Suggestion --> that PCCD make explicit which takes precedence over the other. <p>MOTION TO EXTEND THE MEETING FOR 20 MINUTES MOTION – David Johnson SECOND – Ron McKinley MOTION APPROVED NO ABSTENSIONS</p>

<ul style="list-style-type: none"> - BP2720 - BP2745 - BP3225 - BP3550 - BP5035 - BP5050 - BP7100 - BP7160 - BP7250 			<p>MOTION TO APPROVE THE ADMINISTRATIVE PROTOCOL ON VACCINATION POLICY MOTION – Ron McKinley SECOND – Rudy Besikof MOTION APPROVED NO ABSTENSIONS</p> <ul style="list-style-type: none"> • VC McKinley highlighted the Tele-work Policy (noted on the website) – If you have an identified underlying condition, and have a Dr. note indicating that they have one of the qualifying conditions, you can continue to work from home even if you are vaccinated.
<p>3. Budget Allocation Model (SCFF Revision and Handbook)</p>	<p>C.M. Brahmhatt, Cambridge West</p>	<p><i>Update & Discussion</i></p>	<ul style="list-style-type: none"> • C.M Brahmhatt suggested that we have an extensive conversation at the PBC and PGC to study side-by-side how the fiscal year finishes and what it would look like under the SCFF. • It was asked if the colleges have been working on this? All colleges noted that they would ensure to agendize this discussion at the college level budget committees and college councils/roundtables. All colleges to ensure thorough discussion on this through the college-level shared governance processes. • Suggestion → C.M. to come back to a future PGC meeting to present on this. • In November to have a District-wide Townhall to provide a presentation on the new proposed BAM to get feedback. • PBC and PGC to vote on the new BAM in late November to get it to Chancellor and Board this semester. • Suggestion → Ensure the new BAM is disseminated to District staff for shared governance input by those individuals. • IVC Ahmed was asked to provide a calendar/ on how to do this. Chancellor Jackson asked to include the orientation on the budget development process as a part of this district-wide presentation on the BAM. • C.M. suggestion → Don't wait to bring the proposed new BAM to the colleges for input. There are minor updates that will need to be made for it to be final. C.M. agreed to visit the colleges to provide a presentation on the new proposed BAM.

<p>4. Chancellor’s Work Group</p> <ul style="list-style-type: none"> - Membership - Charge 	<p>Jannett Jackson</p>	<p><i>Update & Discussion</i></p>	<ul style="list-style-type: none"> • Draft of the overview of the Chancellor’s Work Group’s (CWG) proposed Charge and Membership Composition was presented for feedback. • This will not be a standing committee, but will rather be task-oriented. The current tasks to be assigned were discussed (development of the budget philosophy and reviewing and updating the PBIM structure and manual. • All were asked to provide feedback on the proposed CWG to Maisha Jameson. • DAS President Moore noted that the CW shouldn’t be something that last long term. • To prioritize which tasks are prioritized for immediacy. The PGC Chairs will determine the priorities.
<p>5. FCMAT Report <i>See ACCJC Follow-up Report on the Status of the FCMAT. Final Report due to the State Chancellor’s Office on 12/31/21</i></p>	<p>Jannett Jackson</p>	<p><i>Update & Discussion</i></p>	<ul style="list-style-type: none"> • Chancellor Jackson reported that the District has addressed a lot of the remaining FCMAT recommendations. We are currently on track to meet all recommendations by June 2022. <ul style="list-style-type: none"> - Will still have some audit corrections, but with the PeopleSoft Upgrade, some of these major items will be addressed. - Working on the Functional Map to define who is responsible for what and a delineation of functions between the colleges and the District. - An update on status of FCMAT recommendations can be found in the Follow-up Reports. -
<p>6. PBIM Summit Follow-up <i>MCPR is working on editing the PBIM Summit recording, and it will be posted and placed on website for future reference.</i></p>	<p>Jannett Jackson</p>	<p><i>Update & Discussion</i></p>	<ul style="list-style-type: none"> • MCPR working on editing the PBIM Summit recording. To be placed on website when done.

****Announced re: AB361 – The Board did not act on this at the last Board Meeting. Chancellor Jackson noted that – for now – she has the authority to ensure that we continue as we are (remote participatory governance operations). To assess this every 30 days. ****

III. ADJOURNMENT – 10:00 a.m.

IV. NEXT MEETINGS –

- A.** PBC --> October 15 at 9:00 a.m.
- B.** PGC --> October 22 at 9:00 a.m.