***PERALTA COMMUNITY COLLEGE DISTRICT* PARTICIPATORY GOVERNANCE COUNCIL (PGC) MINUTES**

Friday, November 19, 2021

1:30 – 3:00 p.m.

Join the meeting:
https://cccconfer.zoom.us/j/92621828112

CO-CHAIRS
Jannett N. Jackson, Interim Chancellor
Donald Moore, DAS President

COUNCIL MEMBERSHIP

Angélica Garcia, President, BCC	Jannett N. Jackson, Interim Chancellor
Nathaniel Jones, President, COA	Ronald McKinley, Interim Vice Chancellor, HR
Rudy Besikof, President, Laney	Matthew Freeman, President, BCC Faculty Senate
David Johnson, President, Merritt	Matthew Goldstein, President, COA Faculty Senate
Eleni Gastis, President, Laney Faculty Senate	Thomas Renbarger, President, Merritt Faculty Senate
Andrea Williams, Representative, Local 1021	TBD, Representative, Local 39
Jennifer Shanoski, President, PFT	Donald Moore, President, DAS
Leesa Hogan, Student Representative	Tachetta Henry, Classified Senate President, Merritt
Maisha Jameson, Notetaker (non-voting)	

Members – 16; Quorum – 9

PRESENT:

Committee Members	Guests
David Johnson, President, Merritt	Albert Maniaol
Rudy Besikof, Laney	Cora Leighton
Eleni Gastis, President, Laney Faculty Senate	Sasha Amiri
Jannett Jackson, Interim Chancellor	Royl Roberts
Matthew Freeman, President, BCC Faculty Senate	Jeffrey Sanceri
Matthew Goldstein, President, COA Faculty Senate	Momo Lim
Thomas Renbarger, President, Merritt Faculty Senate	Immaculate Adesida
Donald Moore, President, DAS	Kuni Hay
Ronald McKinley, Acting Vice Chancellor, HR	Lowell Bennett
	Mark Johnson
Minutes	Scott Barringer
Maisha Jameson	Siri Brown

I. STANDING ITEMS

A. CALL TO ORDER

B. ADOPTION OF THE AGENDA
MOTION TO APPROVE THE MEETING AGENDA
MOTION – Matthew Goldstein
SECOND – Rudy Besikof
MOTION APPROVED
NO ABSTENSIONS

C. CHANCELLOR'S REPORT

i. Special Presentation on HyFlex at BCC (Presenters: VPI Kuni Hay & Professor Cora Leighton)

- This item is timely because we are beginning to work on the Educational Master Plans, which will inform our Facilities Master Plans.
- BCC planning to launch the concept of HyFlex as a pilot for the District to learn from. This could be a potential District-wide implementation for a new standard. Exploring to see IF this would be a good thing to implement District-wide.
- HyFlex was defined – Hybrid Flexibility – Blending two or more modalities (i.e. blending online and face-to-face instruction).
- Principles –
  - It's all about the learners choice
  - Equivalency to student learning outcomes
  - Reusability – so don't have to build from ground up. Can work to improve on it over time
  - Accessibility of materials and accessing higher learning for whatever modality works for the individual student
- It allows for increased enrollment opportunities
- Infrastructure needs – Will need 360 cameras to fully implement this
- Instructor training is needed
- This will be a cultural transition for PCCD
- BCC has developed an Integrated HyFlex Taskforce to explore this.
- The timeline for implementation was shared.
  - To have TF in place by the end of the semester.
  - First meeting in Spring 2022.
  - To begin conducting research and development
  - To work to secure technology
  - Secure trainers to come in
  - To conduct a Marketing and Awareness campaign
  - To begin pilot in fall 2022
- Secured $50K in funding from the Strong Work Force Funds. To also request funds from HEERF (primarily for technology).

ii. Chancellor's Report-back on Action Items from 10/29/2021 PGC Meeting.

- The Chancellor accepted the PGC's recommendations to approve the Board Policies (BPs) /Administrative Procedures (APs) that were presented at the previous PGC meeting. The BPs will move forward to the 12/14/2021 Board meeting for approval.
- The Chancellor accepted the PGC's recommendation to approve the Updated Budget Calendar, as is with no changes.

iii. Chancellor's General Update

- Implementation of BoardDocs – The Chancellor is allocating an additional $8,500 in funds to secure and implement BoardDocs Plus for the District PBIM committees. This will serve as the repository for maintaining all District participatory governance committee/council documentation.
- The Peralta Colleges Foundation (PCF) put in for a grant with PepsiCo. in the amount of $200K for 3 years. We are now

finalists. The focus of these funds will be to provide wrap-around services for our disenfranchised students/students of color. To be working with the colleges in the area of STEM.
- Update on Strategic Planning Timeline – An evaluation committee has been convened to review and rate the responses to the RFP. The plan is to make a decision on a contractor by January.
- Update on the Mission – If Board adopts the new 2022 Board Calendar, it will include a work session for the Board to focus on the Mission, Vision and Values.
- VC Siri Brown is going back to the faculty ranks and will be on special assignment to lead the Teaching and Learning Center. To be launched in January. To hire an interim replacement for Dr. Brown for the spring semester, and a permanent replacement to start July 1. To recruit to hire a Registrar as well.

D. APPROVAL OF PREVIOUS PGC MEETING MINUTES

i. October 29, 2021 Meeting Minutes

MOTION TO APPROVE THE PREVIOUS MEETING MINUTES
MOTION – David Johnson
SECOND – Ron McKinley
MOTION APPROVED
NO ABSTENSIONS

E. PUBLIC COMMENT
i. Scott Barringer – Noted that Anthony Edwards no longer employed by the District. Mr. Barringer noted that he is willing to serve in this spot if desired.
ii. Scott Barringer – Spoke about the change in engineering staff to a contracted staff
iii. Lowell Bennett – Concern about student vaccinations and how we handle students who decide not to get vaccinations. We should remain in contact with them and shepherd them to other options if they can't take online classes.

F. COMMITTEE/COUNCIL REPORTS

i. District Academic Affairs and Student Services Committee - Siri Brown / Matthew Freeman
- No report today. Next meeting is after the holiday.
ii. Planning & Budgeting Council - Thomas Renbarger/ Adil Ahmed
- Met this morning from 9-11am.
- Received an update on the status of the BAM Handbook what the BAM Taskforce is working on. C.M. Brahmbhatt has collected feedback and comments and will distribute an updated draft on 12/5, which will be presented for approval to the PBC at its 12/9 meeting.
- Passed a motion to establish an exploratory Taskforce to strategize on how to decrease spending and increase revenues in order to prepare for when the hold harmless funds go away.
iii. District Facilities Committee - Atheria Smith / Rachel Goodwin
- Not in attendance. No report provided.
iv. District Technology Committee - Antoine Mehouelley /Matthew Goldstein
- Reviewing and discussing the Delineation of Functions document.
- Discussion about PeopleSoft Upgrade

v. Update from the PGC subcommittee on Equity, Diversity & Inclusion – Royl Roberts
- No update provided.

II. CARRIED OVER AND NEW ITEMS

Topic:	Presenter:	Purpose: Discussion
1. Approval PGC Master Calendar for FY 2021-22	*Donald Moore* *Chancellor Jackson*	• The new BAM is to be used for the 2023-24FY – ACTION – Make this change to the calendar. • Chancellor Jackson asked about what happens if the Budget items that are slated to be approved in May aren't approved by the Chancellor or Board? There will be no time for an additional meeting. This will be during the summer, so how does it come back for consideration of possible changes? Additionally, it was noted that the Board likes to have a 1st Read to review items like these, and then be able to act on the items at a 2nd meeting. What would be the process for follow-up on this given that by law we have to adopt a tentative budget by July? The Chancellor suggested the following – The PGC delegates authority to individuals within this group to review and make decisions during non-meeting periods (summer). • In order to have a Tent budget in place by July, we will need to continue using the current BAM model. • The Budget Allocation Model (BAM Model) is for next fiscal year 2023-24. ACTION – Change the 2nd to last bullet in the May Meeting to note for FY 2023-24 (not 2022-23) • To come back to the next meeting for final approval.

2. Update on Upgrade to the Peralta Website
- *ADA-accessibility*
- *Mobile-friendly*
- *Integrated with HubSpot Marketing*
- *Timing of launch*
	Mark Johnson	• The new website will be:
		  o ADA-accessible
		  o Mobile-friendly
		  o Integrated with HubSpot Marketing
		  o Built in HubSpot
		  o Allow ability to use State Chancellor's Office Pope Tech software
		• Timeline Shared:
		  o Currently moving PDFs and content from WordPress to SharePoint so that it can be available when website moves over.
		  o Suggested Timeline – Soft Launch during holidays and Hard Launch in January.
		  o Another option is to delay the hard launch to February.
		  o Jeff Sanceri asked about translation functionality for other languages. Response: To be implemented once the English content is complete.
		• Asked all to send feedback to Mark Johnson and Aaron Habour.

3. Chancellor's Work Group (CWG) Update - *Confirmed*	*Chancellor Jackson*	• The Chancellor's Work Group (CWG) is to work directly with the Chancellor in order to move some of our ideas and initiatives forward. • The membership of the CWG has been confirmed.

Membership - *What's Next*		• Next steps: establish ground rules, confirm meeting dates, and set priorities. • Shared the purpose and scope of this CWG. (Provided in the mtg. materials) • Chancellor Jackson asked – if this CWG body comes to a recommendation, can it be trusted to move forward with it? • It was asked whether there was a Local 39 rep amongst the membership? Response: Yes. Selwyn Montgomery.
4. PGC Business - *Check-in on PGC Goals for 2021-22* - *Taskforces?*	*Donald Moore Chancellor Jackson*	• We're making progress towards our goals. PGC Goals for 2021-22: 1. Identify a standardized platform for committee materials and implement it. Maintaining committee documentation from year to year. → Moving to secure and implement BoardDocs Plus for all PBIM Committees. 2. Regular Assessment of committees. → Working on developing a draft of the criteria for all PBIM committees. To bring this draft back to the PGC for feedback/recommendation for adoption. 3. Develop a Master Calendar for the PGC. Align with critical activities at State level, as well as colleges and District levels. → Goal Complete. 4. Create Sub-committees for key areas of PGC responsibility/scope (Accreditation, Master Planning, monitoring PBIM effectiveness, etc.) → Pending. 5. Review the PBIM Structure for possible necessary/appropriate updates. → Pending. Included within the priorities of the CWG.

III. ADJOURNMENT

IV. NEXT MEETING
a. December 17th @ 9:00 a.m.