



**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**

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**

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. Cifra presented:</p> <ul style="list-style-type: none"> <li>• April 3<sup>rd</sup> is the final deadline for campus approved SEM plans to be submitted               <ul style="list-style-type: none"> <li>○ Goal is to have as close as possible final drafts of all documents by March 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: <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 who will in turn give the feedback to Laura. The first round of feedback is due <u>3/14</u>.</li> </ul>

<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.’s. <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> <p>Goal is to have an almost final draft by March 21.</p>
<b>IV. Adjournment</b>			Meeting adjourned at 11:38 a.m.
<b>V. Next meeting</b>			March 15, 2019

\*re: = regarding