



**March 26, 2021 9:00 am to 11:00 am**

**Meeting Location: Zoom Video Conference ID: 769-987-656**

**Co-Chair: Adil Ahmed, Interim Vice Chancellor for Finance & Admin.**

**Co-Chair: Thomas Renbarger, Academic Senate President**

**PBC Membership**

Adil Ahmed, Co-Chair, Interim Vice Chancellor of Finance & Admin.	Dr. Nathaniel Jones, III, President, College of Alameda
Thomas Renbarger, Co-Chair, Merritt Academic Senate President	Tina Vasconcellos, Vice President of Student Services, COA
Donald Moore, DAS President	Aurelie Sciaroni, Student Representative
Matthew Freeman, Faculty, BCC	Helen Ku, Institutional Research Designee
Jennifer Shanoski, PFT President	Louie Martirez, Peralta Classified Senate Representative
Scott Barringer, Local 39 Representative	David M. Johnson, President, Merritt College
Kawanna S. Rollins, SEIU Representative	Richard Ferreira, Executive Assistant, District, Note taker
Tami Taylor, Interim Budget Director	Joan Davis, Staff Assistant, District, Note taker

**Total Number of Members is 14. Quorum is 8.**

<p><b>In Attendance:</b>          Adil Ahmed, Co-Chair, Interim Vice Chancellor of Finance &amp; Admin.          Thomas Renbarger, Co-Chair, Merritt Academic Senate President          Donald Moore, DAS President          Matthew Freeman, Faculty, BCC          Jennifer Shanoski, PFT President          Scott Barringer, Local 39 Representative          Kawanna S. Rollins, SEIU Representative          Tami Taylor, Interim Budget Director          Dr. Nathaniel Jones, III, President, College of Alameda          Tina Vasconcellos, Vice President of Student Services, COA          Helen Ku, Institutional Research Designee          David M. Johnson, President, Merritt College          Louie Martirez, Peralta Classified Senate Representative          Richard Ferreira, Executive Assistant, District, Note taker          Joan Davis, Staff Assistant, District, Note taker</p>	<p><b>Guests:</b>          Carla Walter, Chancellor          Sasha Amiri-Nair, Assistant to the Chancellor          Dr. Mark Fields, VP Instruction, Laney          Joseph J. Bielanski, Jr., DAS Representative          Mark Johnson, Exec. Dir., Marketing, Comm. &amp; Public Relations          C.M. Brahmhatt, Consultant, Cambridge West Partnership          Jeffrey Sanceri, Faculty, College of Alameda          Dr. Marla Williams-Powell, Interim Executive Fiscal Director, District          Eleni Gastis, Faculty Senate Vice President, Laney          Jamille Teer, Facilities Project Coordinator, District          Matthew Goldstein, Faculty Release, District          Royle Roberts, Chief of Staff, District          Tachetta Henry, Staff Assistant to the VP of Instruction, Merritt College</p>
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**Absent:**

Aurelie Sciaroni, Student Representative



Agenda Item	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
<b>I. Standing Items</b>					
A. Call to Order			The meeting was called to order at 9:03 am and quorum was met.		
B. Adoption of the Agenda			Motion and seconded to accept the Agenda. Motion approved unanimously.		
C. Approval of Minutes			<p>Motion and seconded to accept the Minutes from February 19, 2021 for the PBC meeting. Motion approved. 1 abstained noted.</p> <p>Motion and seconded to accept February 26, 2021 for PGC meeting. 1 abstained noted</p>		
D. Public Comments			There were no public comments to report.		
E. Committee/Council Report			<p>No report was made for the District Academic Affairs and Student Services Committee.</p> <p>It was noted that the PBC was not able to advance to the next step for the budget development process and have it approved by March 19<sup>th</sup>.</p> <p>No report was made for the District Facilities Committee.</p>		



			It was noted that the District Technology Committee announced that there will be an international online learning and equity convention happening in April via Peralta. It was also noted that the district website is due for an update.		
<b>II. Carried-Over and New Items</b>	<b>Committee Goal</b>	<b>Strategic Plan Goal</b>	<b>Outcome</b>	<b>Action Items</b>	<b>Follow Up on Action Items</b>
<b>A. PBC Committee Membership</b>		E.3 — Fiscal Oversight	Welcome: Louie Martirez The Vacancy has been filled by Louie Martirez		
<b>B. Approval of Board Polices</b>  BP 2220 BP 2435 BP 3410 BP 3430 BP 3518 BP 5035 BP 5500 BP7330		D2. - Institutional Leadership and Governance	BP 2220 will be delayed. (it has to go back to the Chancellors cabinet) BP 2435- adding an ed code citation BP 3410-adding immigration status BP 3430- conform with title 5 adding ethnicity and immigration status BP 3518- adding a number of administrative procedures BP-5035-withholding of a student records on the grounds of a student having a debt. BP 5500-Standards of student conduct (sexual harassment under Title 9 is dealt with now) BP 7330- The service updated this policy to reflect the education code requirement that the medical certificate required under this policy must indicate an employee's freedom from communicable diseases unfitting the employee to instruct or associate with students.  Motion passed excluding BP 2220	BP-2220- Classified representation should be included.	



<p><b>C. Diversity, Equity and Inclusion Month (April) Resolution</b></p>			<p>Presentation on the Recommended deliverables:          -Resolution: Sample on the CCC site          -Web page devoted to DEI-Districtwide or Individual          --Include base knowledge for DEI work.          --Allow Colleges to expand on the information.          -Institutionalize-College Council and Roundtables          --DEI is a standing item.          --How is this informed and who informs this agenda item?          Agendize the issues          -Cabinet          -Discussion          -Comments          -Memorialize          -Coordination</p> <p>DEI Mission          DEI Vision          Student focused</p> <p>Student have their own call to action          -Should we include student as part of this group.          These initiatives would stay with the Colleges-The District would support with coordination and finances.          Associate deans of Educational Success (all campuses)</p> <p>A draft was made (Peralta Community College District Commitment to Diversity, Equity and Inclusion).</p>	<p>It was asked who the Draft should sent to?          (Who/How)</p> <p>It is requested that the draft is returned in time to allow for this document to be sent to the Board.</p>	



			It was mentioned if the Colleges could let it be known what exactly is being done during the Diversity, Equity and Inclusion Month. (list of activities and dates)		
<b>E. Report of Action Take at Last PBC Meeting</b>		D2. Institutional Leadership and Governance	No report given		
<b>F. Budget Development &amp; Shared Governance</b>		E.3 — Fiscal Oversight	<p>It was noted that budget development was approved by the trustees on March 9. The information was shared with the presidents and the shared governance.</p> <p>The Budget development calendar was shared. It was suggested that the budget calendar be extended as well as more details. Additional funding was received from the CARES Act. The monies will be loaded immediately once received. The reports will be sent to the Chancellor by Monday with regards to the CARES Act.</p> <p>It was mentioned that after it is evaluated what the current budget status is the finance department will try to funnel monies for marketing.</p> <p>A survey will be sent out to students to gather information on how students are thinking about with enrolling in college, to serve as a competitor analysis. Mark Johnson has started working with the Colleges to move forward into leveraging some of the automation that's available in HubSpot.</p>		



<p><b>G. BAM Task Force Update</b></p>		<p>E.3 — Fiscal Oversight</p>	<p>Update on BAM Model from C.M. Brahmbhatt, Consultant with Cambridge West Partnership</p> <p>For fiscal year 21/22 it was suggested that the current budget model be used. Currently in the BAM meetings the issues are being discussed prior to selecting a new budget allocation model.</p> <p>The 320 report was discussed in the BAM meetings. The total computational revenue was discussed in the BAM meeting.</p> <p>The TCR was discussed in the BAM meeting. 5 years Data was discussed with regards to the FTES at the BAM meeting. The ending balances were discussed at the BAM meeting. Utilities were discussed at the BAM meeting. Additional Models were discussed for example Orange County budget allocation model were discussed at the BAM meeting. Every meeting an issue was brought forward to allow for discussion on how to move forward. Centralized services were discussed and will be revisited at the BAM meeting.</p> <p>At a future meeting the following will be discussed: -How the stabilization will apply -Ending balances -How will a colleges deficit affect them the following year</p>		<p>District wide enrollment management committee should be discussed on the next meeting will be placed on the agenda.</p>
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			<p>-Local revenue (International Students/Non-Local Residents)          -Other State revenue (any other dollars besides the total computational revenue)          -How will you set up a target for the following year</p> <p>There are at least 3 more meetings.</p> <p>The data will be presented what happened with the old allocation model along with what the new student center funding formula to help understand how it may impact in future years.          Once the 21/22 adopted budget it will also be used under the student-centered funding budget to see the changes will affect one college to another if any.</p> <p>After all issues are discussed, it is the hope to bring this forward around September or October with a draft of the budget allocation model going forward at the BAM task force.</p> <p>It will then be recommended to the PBC it will then be brought to the PGC. It will then go to the Cabinet. Once the Cabinet gives the green light a presentation will be given to the Board so that they all understands that we are preparing before Christmas break of 2021 that we will be ready to develop your 2023 budget under the student center formula.</p> <p>Amotion was made to extend the meeting 7 minutes.          The motion was seconded and approved.</p>		



<b>III. Next meeting</b>			April 23, 2021 9:00 am – 11:00 am May 14, 2021 9:00 am – 11:00 am May 28, 2021* Review May Revise 9:00 am – 11:00 am		
<b>IV. Adjournment</b>			The PBC meeting was adjourned at 11:09 am.		