



**Participatory Governance Council
January 19, 2023**

MINUTES

Meeting Called to Order at 3:30 PM		
No	Item	Discussion/Outcome
1	Land Acknowledgment (Procedural)	
2	Roll Call (Procedural)	<p>Council Members present: Administrators: Lisa Cooper Wilkins (Chairperson), John Al-Amin, J. Dawgert-Carlin Staff: Maria Salaza-Colon, Michael Snider, Chris Brodie Faculty: Mitra Sapienza, Maria Del Rosario Villasana, Students: Heather Brandt, Amelia Khong</p> <p>Council Alternates present: Administrators: Classified Staff: David Delgado, Linda Liu Faculty: Sheri Miraglia, Katia Fuchs Students: Angelica Campos</p>
3	Approval of Agenda January 19, 2023 (Procedural)	Motion to adopt the minutes as presented. Mitra Sapienza moved to approve, seconded by Michael Snider. 8 votes to approve the motion. Motion passed.
4	Approval of Minutes December 1, 2022 (Procedural)	Motion to approve the minutes as presented. Moved by Chris Brodie, seconded by Michael Snider. 7 votes to approve the minutes as presented. Motion passed.
5	Public Comments on Items not on the Agenda (Procedural)	No public comments
6	Chancellor's Report	The Chancellor wasn't able to attend the meeting in real time due to the conflict with the Special Board meeting. The Chancellor provide his updates via a video recording.

		<p>The chancellor thanked everyone on their service on the PGC committee for the Spring semester.</p> <ul style="list-style-type: none">• CCSF lost some parking due to construction zone. The developer now owns the lower reservoir. Looking into developing a long-term agreement which hopefully will keep the cost consistent with our CCSF parking spaces and lower rate per day.• The Assembly Bill 2881 has recently passed. The bill allows Student-parents to have priority registration. Need to start tracking and identifying student parents during the registration process. That will be a project that the Student Affairs team will take on.• Student registration request for proposal is now live and available on the website. Vendors who provide software registration platform are required to submit their proposal by early February. Hopefully by mid to late February we will have a comprehensive list of potential vendors that will provide a new registration software.• The Chancellor thanked student trustee Brandt and student trustee Villalobos. Student leadership and other student leaders went to Sacramento advocated for free student transit in the state of California. Right now, there is a legislation that is currently not approved by the governor, but this legislation would permit that student K-14, CSU and UC students in California will have access to public transit free of charge. Our student leaders did an outstanding job at communicating the need of advocating for that to be included in the upcoming State budget. We will continue advocating for free public transit for educational purposes.
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		<ul style="list-style-type: none"> • Next week on Wed, 1/25 at 10 am, 1st floor, Chinatown campus will be holding a press conference in respect to the Lunar New Year. Last year our trustees adopted the resolution authored by Trustee Wong, to ask the State legislature to allow community colleges to utilize the Luna New Year as an official school holiday. Now that resolution is creating a statewide Assembly Bill that will be introduces to the Assembly floor in the upcoming legislation cycle. We are very excited to see the progress on that initiative. • The Chancellor and the accreditation liaison officer Kristin Charles had the chance to meet with the Chair and Vice Chair of our visiting team. Talked about some planning and some dates in Spring. Later this year will include onsite and in-person visits to follow up with any questions based on their desk review in the spring semester. We are planning to have a college-wide forum, so the member of our college can come and meet with the visiting team. We will have details in respect of dates and timelines later in the spring semester. • The Chancellor thanked everyone and wished a wonderful 2023 year and outstanding Spring 2023 semester. The Chancellor also acknowledged everyone's work in preparing for the spring semester. <p><i>Questions and Comments</i></p> <p>Lisa Cooper Wilkins thanked the Chancellor for provide the updates.</p> <p>Michael Snider asked why the construction workers that are working on construction sires are taking up to 40-60 parking slots? Our students and staff need somewhere to</p>
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		<p>park and the construction workers taking those parking slots is unacceptable.</p> <p>Mitra Sapienza appreciated that the Chancellor took the time to commit to his report even though he wasn't in attendance.</p> <p>No public comments</p>
7	Awards and Recognition (Information)	<p>Lisa Cooper Wilkins thanked those who were helping the students this semester and encouraged everyone to obtain the "Ask Me" button from MUB to help students with questions and direct them. Lisa Cooper Wilkins also thanked Meg Hudson and Outreach.</p> <p>Angelica Campos thanked Lisa Cooper Wilkins and student leaders. Angelia Campos recognized Heather Brandt for helping student with registration both credit and noncredit student. Angelica Campos also thanked faculty, admin and staff for the support they provide this week.</p> <p>J Carlin thanked Dr. Ardel Thomas, the Chair of the LGBTQ Studies Department who wrote the book "Dangerous Bodies. New Global Perspectives on Fashion and Transgression." CCSF will be featured as a home of Dr. Thomas.</p> <p>Mitra Sapienza announced an award coming through State Academic Senate - 2023 Stanback Stroud Diversity Award, LINK. The deadline is January 24. Anyone can nominate a faculty member.</p> <p>Lisa Cooper Wilkins thanked everyone who was a part of the approval process for student getting their vaccination records and gave a special shoutout to Michael Snider.</p> <p>Michael Snider added that we have almost 31,000 students who have vaccine records updated.</p> <p>No public comments</p>

8	Old Business	
	<p>a. Communicable Disease AP 2.23 LINK (Second Read)</p>	<p>Lisa Cooper Wilkins</p> <p>The AP2.23 was taken to various constituency groups. Lisa Cooper Wilkins asked to make a formal recommendation to move this forward to the Chancellor.</p> <p>Michael Snider moved the item forward, seconded by Mitra Sapienza. 9 votes in favor to move the item forward to the Chancellor. The item has been approved and moved to the Chancellor for review.</p> <p>No public comments</p>
9	New Business	
	<p>a. AP 2.18 Institutional Planning LINK BP 2.18 LINK (First Read)</p>	<p>Pam Mery</p> <p>The items is new as a first read but this item was introduced to the council in December. The AP 2.18 is on Institutional Planning and has several dated sections. The committee made some revisions, looked at this dated sections and some updates to the remaining sections. It has gone through all the various constituency input, including Associated Student, Academic Senate, Classified Senate, etc.</p> <p>The way Planning Committee is approaching the AP 2.18 is to make it as accessible as possible.</p> <p>The AP 2.18 is legal, written into law and Planning has no ability to change it from our end. Hence, there are no recommended changes here.</p> <p>Draft revision is simple and easy to digest. The link in the Draft revision goes directly to the “planning wheels.”</p> <p>On February 2, 2023, will be second read and potential recommendation to the Chancellor. Then it would go to</p>

		<p>the standard places for administrative policy and administrative procedure recommendations for PGC.</p> <p>No public comments</p>
	<p>b. Zoom Maintenance Initiative</p>	<p>Jennifer Kienzle</p> <p>The presentation is about Zoom Cloud management, and it is coming from the Technology Committee. AVC Rayz recommended to take this to the PGC as the next step. The Technology Committee back in December 2021 recommended a Zoom recording auto-deletion. There are so many recordings that haven't been deleted. The groups that have been informed about this deletion are Academic Senate, Classified Senate, the Deans and Chairs. Went back to this groups in Spring 2022 and informed why these need to be deleted and ideas of how this will be moving forward.</p> <p>The Committee recommended that all recordings are deleted prior to January 1, 2023 by or on June 1, 2023 and all future recording will be placed on auto-deletion. CCSF employee will be given 365 days to move videos. The Technology group will be working on the deletion process.</p> <p><i>Questions</i></p> <p>Question from Heather Brandt: What kind of student input was sought? Answer: There was no input from students as student don't have Zoom accounts. This process would not really impact students directly.</p> <p>Question from Maria Salazar Colon: There was no student input because this is primarily for employees accounts? Answer: Yes, students are not issued Zoom account</p> <p>Question from Heather Brandt: Are these class meeting recordings or other meeting recordings as well? Answer: Any recording that is made within an employee Zoom account. Not deleting any Board meetings.</p>

		<p>Question from Amelia Khong: Some Associated Student meetings that are recorded under specific accounts. How will they be stored after 365 days? Answer: They will need to be moved to another place for a long-term storage.</p> <p>Michael Snider recommended to move the item forward, seconded by Maria Salazar. 8 votes to support this recommendation, 1 abstain. The recommendation has been moved forward.</p> <p>No public comments.</p>
10	Standing Committee Reports	
	<ul style="list-style-type: none"> • Accreditation Steering Committee 	<p>Kristin Charles</p> <p>Accreditation Steering Committee LINK</p> <p>Accreditation Steering Committee objectives for 2022-2023</p> <ol style="list-style-type: none"> 1. Monitor the timeline and process for developing the Institutional Self Evaluation Report (ISER) and ensure that there is broad participation, including collecting and incorporating Collegewide feedback and obtaining endorsements. 2. Finalize the ISER and submit to ACCJC in December 2022. 3. Monitor and support the development of responses to core inquiries during Spring 2023 as needed. 4. Prepare and submit annual and fiscal reports to ACCJC. 5. Monitor the need to respond to requests from ACCJC related to being on enhanced fiscal monitoring. <ul style="list-style-type: none"> • Kristin Charles gave a special shoutout to Judy Seto who assisted with the report. Kristin Charles

		<p>also acknowledged Sherri Miraglia, Mitra Sapienza and all members who served on the team.</p> <ul style="list-style-type: none"> The final ISER is posted on the Accreditation webpage. <p>No public comments</p>
	<ul style="list-style-type: none"> Enrollment Management Committee 	<p>Mitra Sapienza</p> <ul style="list-style-type: none"> At the EMC meeting, the committee and members talked about student being removed and added to classes roster in hopes to prevent ghost students or fraudulent student accounts from being incorporated into class list. Also talked about instructional budgeting and scheduled development process. Vice Chancellor Ly is planning to meet with Department Chairs one-on-one to talk about budgets and how that can impact uplift the EMC plan moving forward. Had a robust conversation about a multi-year enrollment management plan. Will have more updates and details for the committee. A lot of conversations about budget planning
	<ul style="list-style-type: none"> Facilities Committee 	<p>Alberto Vasquez</p> <ul style="list-style-type: none"> Water issues. Custodial team did their best to manage the water issues. The team is working on developing solutions. A few issues in Wellness and Student Union, looking at relocation those who were impacted. Heating and mechanical issues. Working with the Mission center and John Adams center, trying to

		<p>fix the system. Finalizing the documents to go to bid, so the units can be replaced. The updates will be part of the website.</p> <ul style="list-style-type: none"> • Students and faculty are back. Continue submitting work orders. Some buildings need full redesign. • Currently the Library has the heating system but on “its last legs” looking at updating the system. • Working on fixing the elevators. Mission center elevators were put in service yesterday. Student Health elevators have been serviced recently by our elevator service company. • There will a planned power shutdown in MUB this Friday. • Waiting for the roofs to be replaced in Bungalows 600/700. • Waiting for the roof to be replaced in Bungalows. • Some buildings had hazardous materials. During winter break everything was cleared and cleaned. Another space that was cleared out was Science Hall 43,44,45. <p>Question from Maria Salaza-Colon: Classified are complaining that the buildings are freezing. A suggestion was to use portable heaters, and, in some buildings, they are impossible to be used. Whose is responsible for maintenance of the portable heaters?</p> <p>Maria Salaza Colon expressed her concern about the heating issues and conditions in the buildings.</p>
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11	Future Agenda Item	<p>Lisa Cooper Wilkins provided updates:</p> <ul style="list-style-type: none"> • Training for PGC. It will be an upcoming agenda item • Communication plan and strategies – will have it as a future agenda item • Lactation room updates – will have it as a future agenda item • Lisa Cooper Wilkins will send a proxy for the Feb 2 meeting as she will be giving updates at the Cree City Oversight Committee during that time • Will be mindful of the conflict with other meetings <p>Maria Salazar-Colon asked to remove her from the Agenda Review meetings. The committee will contact Karl to ask for a classified member representative.</p> <p>No public comments</p>
12	Adjournment	<p>Motion to adjourn the meeting moved by Mitra Sapienza, seconded by John Al-Amin. Meeting adjourned at 5:11 PM.</p>