



**Participatory Governance Council
September 1, 2022**

MINUTES

Meeting Called to Order at 3:37 PM		
No	Item	Discussion/Outcome
1	Land Acknowledgment (Procedural)	
2	Roll Call (Procedural)	<p>Council Members present: Administrators: Lisa Cooper Wilkins (Chairperson), Stephanie Chenard Classified Staff: Michael Snider, Karl Gamarra Faculty: Mitra Sapienza, Maria Del Rosario Villasana Students: Heather Brandt</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 September 1, 2022 (Procedural)	Item #10 – Second Read note as Possible Action. Motion to approve the agenda with the notes change.
4	Approval of Minutes August 18, 2022 (Procedural)	Moved to approve the minutes by Angelica Campos, seconded by Michael Snider. Minutes approved.
5	Review 2022-2023 Schedule of Meetings PGC Calendar (Continue the Discussion)	Chairperson Cooper Wilkins suggested not to cancel the PGC meeting on October 20, 2022 and rely on alternatives to make sure we have a quorum.

Minutes by AD

	<ul style="list-style-type: none"> Board meeting conflict on October 20, 2022 	No public comments.
6	Public Comments on Items not on the Agenda (Procedural)	No public comments.
7	Chancellor's Report	<ul style="list-style-type: none"> Reminder: all campus forum on Friday, 9/2 R2C discussion. Potentially creating a PGC task force, asking to have a conversation on campus with utilization of Health & Safety and Facilities committees. For the upcoming meeting – continue conversations of creating a task force Have the administrative procedure for communicable diseases. Current guidance from the CDC has changed or recommend that we keep it as written for the upcoming semester. Have Accreditation Standards for the first review being publicized and scheduled for next week. Deans have been working with the Department Chairs on putting together lates start classes this Fall. More information on last start classes will be released next week Board of Trustees will have a first read of the final budget at the Budget Committee meeting. Will have the agenda posted 72 hours in advance. Mark calendars – September 8, Board Budget Sub-committee. <p>No public comments.</p>
8	Awards and Recognition	

	(Information)	<ul style="list-style-type: none"> • Mitra Sapienza acknowledged Angelica Campos and Heather Brandt for getting approved to present at the Student Senate at the State level to talk about collaboration between students and academics. • Edith Kaeuper congratulated Tiffany Ren in Dental Assisting on the accreditation report. There were no findings. Thanks to Geisce Ly, David Martin and PE Dance students who are currently enrolled can attend the Athletics games for free. • Lisa Cooper Wilkins thanked everyone, had an opportunity to interact with the Police Office and extended her gratitude to Chief Vasquez; kudos to the Culinary program. <p>No public comments.</p>
9	Old Business	
	a) Budget Presentation & Discussion (Information)	<ul style="list-style-type: none"> • Stephanie Chenard presented on behalf of John Al-Amin. John Al-Amin will circulate this item back • Comment from Mitra Sapienza expressed her concern regarding time restrictions LINK • Welcomes feedback, the deadline is Friday, 9/2 <p>No public comments.</p>
10	New Business	
	a. PGC Orientation and Evaluation	<p>Cherisa Yarkin - PGC Evaluations</p> <ul style="list-style-type: none"> • PGC evaluation is a part of our reflective process and has been documented and demonstrated • Recently the emphasis has been on the effectiveness of the committee • Have evaluation surveys • There were 21 reports last year

		<ul style="list-style-type: none"> • Additional items to consider expectations of a short-written report, talked about training for committee chairs • PGC Evaluation survey 2022 – results <p>Kristin Charles – PGC Orientation</p> <ul style="list-style-type: none"> • PGC – they “why and the “what” • PGC as the structure for decision making • PGC is legislative, origin AB 1725 • In response to Assembly Bill (AB) 1725, colleges established governance systems explicitly involving all college constituents • BP 2.08 Collegial Governance at CCSF: Board Policy specifies that the Chancellor will rely primarily on the Academic Senate’s recommendations in 10+1 matters • A visible and explicit participatory process encourages members to engage in a respectful dialogue • PGC Structure for Decision Making <ul style="list-style-type: none"> ○ Includes representatives from all constituent groups ○ Makes recommendations to the Chancellor regarding Board policies, administrative procedures, the College budget, and college-wide plans and initiatives • PGC Roles, Responsibilities, and Processes Handbook <ul style="list-style-type: none"> ○ Codifies our decision-making processes ○ Codifies the roles & responsibilities within those processes <ul style="list-style-type: none"> ❖ Online version is available online • PGC RRP Handbook includes
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Minutes by AD

		<ul style="list-style-type: none"> ○ Planning and development processes, roles, and responsibilities <p>Motion to extend time for 10 minutes moved and seconded.</p> <ul style="list-style-type: none"> ● Board Policies (BPs) and Admin Procedures (APs) how items are generated ● Responsibilities of PGC and Standing Committee Members ● Represent your respective constituency in matters related to BPs, APs, College plans and other college-wide initiatives by <ul style="list-style-type: none"> ○ Reporting back to your constituency ○ Discussion with and soliciting feedback from your constituency ○ Bringing forward concerns, input, and/or recommendations ● Closing thoughts <ul style="list-style-type: none"> ○ Governance committees are recommending bodies that provide an opportunity for inclusive conversation ○ Arriving at a recommendation may not always be the goal of bringing an item to the governance committees ○ Participation on governance committees is an excellent professional development opportunity <p>Question from Rosario Villasana: <i>How do we ensure that the things are being vetted?</i></p> <p>Answer: The Agenda Review group can reinforce that</p> <p>Question from Rosario Villasana: <i>How can we ensure items are not brought to PGC at the last minute, without time for thoughtful review?</i></p>
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		<p>Answer: There will be items that are brought in by necessity, that won't happen with great frequency. Need to hold everyone accountable.</p> <p>No public comments.</p>
	<p>b. Board Policies LINK (see attached)</p> <ul style="list-style-type: none"> • Second Read (Possible Action) 	<ul style="list-style-type: none"> • BP 1.33. Accreditation Eligibility Requirement slight changes were made • Send the recommendation to the Chancellor and he would take this • Item was moved to move forward to the Chancellor as presented approved and seconded. <p>No public comments.</p>
11	Standing Committee Reports	
	<ul style="list-style-type: none"> • Facilities Committee Report 	<ul style="list-style-type: none"> • Conlan relocation projects • Renovation to relocate bookstore to Smith Hall • Any feedback will be welcome <p>Question from Michael Snider: <i>Elevators situation in the ART Extension and Creative Arts?</i> Answer: Parts have been ordered, doing assessment, and waiting for the parts</p> <p>Question from David Delgado: <i>Moving Bookstore to Statler?</i> Answer: Bookstore will be moving to Smith Hall; they are currently in Conlan.</p> <p>Comment from Mary Bravewoman: <i>The button for disabled access in HS is not working outside of the building</i> Answer: Facilities will review the request</p>

		<p>Angelica Campos: <i>What is the average response time for addressing requests? Suggested to look into Student Union, elevators are inaccessible</i></p> <p>Answer: Working on alternate locations to access the buildings, working on additional directions</p> <p>Michael Snider: if elevators are not working students should not be having classes in those buildings</p>
	<ul style="list-style-type: none"> • Diversity Committee Report 	<ul style="list-style-type: none"> • Diversity Committee meets second Tuesday of every month • There is some money available, would like to implement the funding, met with Academic and Classified Senate, looking at mentorship programs • Want to make sure to ensure we have a diverse hire • Used to have diversity events before the pandemic • In the hiring committee are implementing rubric for diversity <p>Mitra Sapienza: Here is the Academic Senate endorsement of the Diversity in Hiring resolution, with full resolution linked in this document LINK</p> <p>Rosario Villasana: <i>Will there be an updated report (retirements, resignations)?</i></p> <p>Answer: It will be possible to put it together. There are some best practices that the committee wants to use.</p> <p>No public comments.</p>
	<ul style="list-style-type: none"> • Accreditation Committee Report 	<ul style="list-style-type: none"> • Will be releasing of the report, will appear on the Accreditation report • Accreditation forums will take place on the following dates: 8/2/2022.

		<ul style="list-style-type: none"> • Feedback will be reviewed and considered • Everyone is welcome to join the Accreditation Steering Committee <p>No public comments.</p>
12	Future Agenda Item	
	<ul style="list-style-type: none"> • Other(s): _____ 	
13	Adjournment	Moved and seconded to adjourn the meeting at 5:15 pm

**PGC Meeting
Summary of Actions Taken on September 1, 2022**

Agenda Item	Action Taken
Review 2022-2023 Schedule of Meetings PGC Calendar <ul style="list-style-type: none"> • Board meeting conflict on October 20, 2022 	Recommended to keep the meeting as scheduled and rely on alternates to ensure we have a quorum
PGC Orientation and Evaluation	Information item only
Board Policies LINK	Moved to move forward to the Chancellor as presented approved and seconded
Budget Presentation and Discussion Update <ul style="list-style-type: none"> • Draft Adoption Budget and Feedback form 	Information item only
Facilities Committee Report	Information item only
Diversity Committee Report	Information item only
Accreditation Steering Committee Report	Information item only

Unfinished Business:

Agenda Item	Action Taken