



**Participatory Governance Council
August 18, 2022**

MINUTES

Meeting Called to Order at 3:10 PM		
No	Item	Discussion/Outcome
1	Land Acknowledgment (Procedural)	
2	Roll Call (Procedural)	<p>Council Members present: Administrators: Lisa Cooper Wilkins (Chairperson), John Halpin absent Classified Staff: Chris Brodie, Michael Snider Faculty: Mitra Sapienza, Mary Bravewoman, Maria Del Rosario Villasana Students: Heather Brandt</p> <p>Council Alternates present: Administrators: Lidia Jenkins, Stephanie Chenard, John Al-Amin Classified Staff: David Delgado, Linda Liu Faculty: Sheri Miraglia, Katia Fuchs Students: Angelica Campos</p>
3	Approval of Agenda August 18, 2022 (Procedural)	Motion to approve the agenda by Mitra Sapienza, seconded by Chris Brodie. Agenda approved.
4	Approval of Minutes May 19, 2022 (Procedural)	Moved to accept the minutes as presented with any necessary corrections by John Al-Amin, seconded by Mitra Sapienza. Minutes approved.
5	Review 2022-2023 Schedule of Meetings PGC Calendar (Continue the Discussion)	<p>Motion to remove the January 5 meeting from the calendar seconded and passed.</p> <p>Table an additional meeting for next meeting – PGC schedule</p>

Minutes by AD

		<p>Question from Mitra Sapienza: does PGC have emergency meetings to discuss pressing items? A: Chairperson Lisa Cooper Wilkins – the discussion happened in the past. Additional dates would be possible, but the change would affect people’s schedule.</p> <p>Question from John Al-Amin: is there a necessity for us to meet twice a month at all? This meeting was normally conducted once a month in other places.</p> <p>Michael Snider agreed to continue with two days a month meetings.</p> <p>Angelica Campos agreed to have two meetings a month. Heather Brandt agreed there is a need to meet bi-weekly.</p> <p>No public comments.</p>
6	Public Comments on Items not on the Agenda (Procedural)	No public comments
7	Chancellor’s Report	<p>Chancellor Martin welcomed everyone back to CCSF Fall 2022 and thanked the campus community for their wonderful work.</p> <ul style="list-style-type: none"> • There will be facility movement, right now in the final stages with DSA Division of State Architect to put the final stamps of approval. Still on target to transition and move out of Conlan Hall • A task force will be out together to review the registration system. See how we can enhance and improve the current workflow. This is an expense at a level that will require a public contract, it will be a procedural process that will be a bit lengthy. • Met with the leadership from SFMTA. They are interested in looking at bicycle paths with the

		<p>Sunset district, potentially putting bicycle pathways in our campus.</p> <ul style="list-style-type: none"> • SFMTA is also looking at CCSF to become their training ground for their Rail Technicians. CTE programs may join nicely to that program. • Met with SF MT discussion of potentially putting bicycles for green path; SFMTA is looking for CCSF to become their training • Board Policies – will collectively get through this semester. PGC will be used as a platform to review these policies. • Assembly Bill 1942 - specific to instructional service agreement (ISA) and how they are funded. The concept of the bill would be to pull ISA classes out of the student-centered funding formula and fund them at a flat dollar rate. <p>Question from Heather Brandt: what is ISA? Answer from the Chancellor: ISA is an agreement where the district offers a class and the classes are taught by a faculty member who is an employer at a different agency, for example: Police training program.</p> <ul style="list-style-type: none"> • Program review process – there is funding available in this year’s budget to allocate to. Want to make sure that the needs are prioritized and communicated. • Professional development program – want to make sure that working with the Senate and professional development leadership committee member to ensure that those funds get available and supported. • Mission campus will host an event tomorrow, August 19, 2022, Deputy Secretary from Washington DC. CCSF has a robust international program. Looking at the opportunity to talk abiu how CCSDF could potentially leverage some of the
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		<p>work that is happening in Washington DC and the funding that may be available.</p> <p>Question from Michael Snider Is the registration system something you plan on doing this semester and have it ready in Spring?</p> <p>Answer from the Chancellor: the implementation is a year or longer away, it goes through the procurement program. We are required to submit the bids. Hoping to have a significant movement.</p> <p>Vote to extend the item by 5 minutes moved and seconded.</p> <p>Question from Heather Brandt: Why the event is hosted specifically at the Mission campus? Answer from Chancellor Martin: It was a last-minute request. A lot of international forces were at Mission during the pandemic</p> <p>More on HACU: https://www.hacu.net/hacu/HNIP.asp</p> <p>Question from Rosario Villasana: Hiring faculty to teach the classes from different institution because they have a special kind of training. How does this impact faculty positions? Will this create a two-tier system? Do they get paid by CCSF or their agency? Answer from Chancellor Martin: the ISA agreements do not replace existing faculty positions. There is no differentiation in compensation, will confirm this information.</p> <p>The item has moved and seconded to extend by 2 minutes.</p> <p>Stephanie Chenard: If there are more questions about ISA's, it may be useful to ask Monique Pascual if she can speak briefly to this committee on this.</p>
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		No public comments.
8	Awards and Recognition (Information)	<ul style="list-style-type: none"> • Mitra Sapienza recognized William Mosley and Elaina Wong for organizing Flex Day. • Eddie Coffman was recognized for all his work in the community • Steven Brown received an award from the Horticulture organization • Sherril Miraglia was recognized for her new role in PGC and as a new academic senate officer • Chris Brodie recognized and acknowledged that Michael Snider took a role as second Vice President, Linda Liu as a senator. • Michael Snider thanked the Registration Department and faculty for their tireless work. <p>No public comments.</p>
9	Old Business	
	a) Budget Presentation & Discussion (Information)	<ul style="list-style-type: none"> • Staff are currently in the process of reconciling and preparing for the annual audit, preparing a tentative adopted budget • Looking at not exceed the budget this year • Changing the format of the 2023 budget • This budget was shared with the Board • This year’s revenue estimates on par, and not exceeding the budget revenue – positive aspects • Had major changes as of January – implemented some change in personnel, reduced both salaries and benefits, which were significantly higher in the prior months • Performed better the in the second half of the year

		<ul style="list-style-type: none"> • Delayed some technology adjustments and some other refinements until this year in order to generate some positive savings • Looking at all funds in the district to improve the budget management and budget practices and ensure that we continue to operate where we come in under our anticipated revenue with the changes that occur • For the first time in many years came in under the anticipated expenditures through the hard work and contributions of all staff and constituent groups • The 2022-23 Adoption Budget will be shared next week at the PGC Budget Committee; updated vision and mission. Started with the number of principles and assumptions that the budget will be balanced. New format. Feedback needs to be sent directly to John Al-Amin. The document currently is not available for public consumption. Will be available next week. <p>Question from Mitra Sapienza: The proposals that are ranked bur Executive Council never gets the resulting in what ends up getting funded. Answer from John Al-Amin: that will be a different document. It would be a bill for each program, categorical or not. It won't be a part of this adoption budget, but it will be an appendix, aligning mission and vision.</p> <p>Vote to extend the time by 5 minutes moved and seconded.</p> <p>Question from Heather Brandt: will this be brought to the Student Executive Council? John Al-Amin: no concerns or issue with bringing this to Student Council. Student Executive Council meets every Friday, 1-3 pm</p>
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		No public comments.
	b) Public Comment Protocols and Procedures (Discussion)	<ul style="list-style-type: none"> • Continue hybrid for the time being or identify the location and have the technical support available • Angelica Campos suggested to table this item • Christophehr Brodie agreed with the proposal to table this item • This item will be tabled for conversation and for the council members to take this to their groups. Will bring this item in the future meeting
10	New Business	
	a) Board Policies LINK (see attached) <ul style="list-style-type: none"> • First Read (Information) 	<ul style="list-style-type: none"> • The Board Policy will be moved through • Need to identify if there is anything pressing • Ned to be mindful of the details • BP 1.33 was referring to old standards, the header was updated, was missing California Education code section. Placed on the new header • Helpful to cross reference when making changes to board policies • Soft first read and send any suggestions to VC Cooper Wilkins and Kristin Charles • Suggestion to the members to take this item and bring it to the respective committees and review them <p>No public comments.</p>
11	Standing Committee Reports	
	<ul style="list-style-type: none"> • Facilities Committee Report 	Projects are in the development process:

Minutes by AD

		<ul style="list-style-type: none"> • The website will be updated to show impacted areas (fencing) and will also have links to the projects and plans. In the later September meeting will be able to release updates • Any feedback will be tracked on the website • The landscaping was a challenge on the North side of the campus, the issue was addressed. Maintenance continues • Students had challenges finding some buildings, signage was created, helped direct them better • There has been a lot of efforts in the custodial department • Facilities Committee has continued to meet through the summer • Facilities committee has future board items • More signage will be added • Evaluators will be worked on <p>Question from Michael Snider: Gardens look better but don't have adequate staffing. Prioritizing new buildings and not looking at the current buildings</p> <p>Answer from Alberto Vasquez: the District has prioritized the Student Success. It's not an overnight solution as a lot of effort has to go into planning and then the approval process. Need approval from state agencies, will continue providing updates. It's a work in progress and will continue providing updates.</p> <p>Question from Mitra Sapienza: SchoolDude requests process and timeframe?</p> <p>Answer from Alberto Vasquez: Anthony is receiving the work orders. The system has been there for a while but wasn't used effectively. AVC Vasquez will follow up with Anthony on the timeline and confirmation of receipt</p>
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		<p>Question from Heather Brandt: Any updates on the ADA compliance issue, specifically about the Judson Village?</p> <p>Answer from Alberto Vasquez: there is a map that has been handed out. The website got updated, it should have Judson Village</p> <p>Comment from Mary Bravewoman: Wanted to echo a couple of concerns, it is a reasonable expectation to have building maintenance</p> <p>Comment from Angelica Campos: Judson Village is very much inaccessible unless you know your way around that side of campus or enter campus from Judson and Genessee. The elevator between ART and ARTX have been an issue for years. There is an elevator right by student health, but it would be nice for more signage to make it clear it's there for folks who need to use it.</p> <p>Vote to extend the time by 5 minutes moved and seconded.</p> <p>Heather Brandt: Students are not able to submit through SchoolDude</p> <p>Answer from Alberto Vasquez: the process is to communicate through the custodians</p> <p>No public comments.</p>
12	Future Agenda Item	
	<ul style="list-style-type: none"> • PGC Orientation & Evaluation • Other(s): _____ 	<ul style="list-style-type: none"> • Kristin Charles will come back with this item • VC Cooper Wilkins shared the 2022 Commencement Survey
13	Adjournment	Moved and seconded to adjourn the meeting at 5:19 pm

Minutes by AD

PGC Meeting
Summary of Actions Taken August 18, 2022

Committee Updates:

Agenda Item	Action Taken
Facilities Committee	Information item only

Unfinished Business:

Agenda Item	Action Taken
a. Review 2022-2023 Schedule of Meetings PGC Calendar (Continue the Discussion)	To discuss further and come back to the Council with specific recommendations