



**Participatory Governance Council
March 17, 2022**

MINUTES

Meeting Called to Order at 3:39 PM		
No	Item	Discussion/Outcome
1.	Land Acknowledgment (Procedural)	
2.	Roll Call (Procedural)	<p>Council Members present: Administrators: Jill Yee, John Halpin, and Wendy Miller Classified Staff: Maria Salazar-Colon Faculty: Fanny Law, Maria Del Rosario Villasana, and Simon Hanson Students: Angelica Campos, Ronald Gonzalez, Siwei Tang</p> <p>Council Alternates present: Administrator: Lidia Jenkins Classified Staff: David Delgado Faculty: Stephanie MacAller, Mitra Sapienza Students: Heather Brandt</p>
3.	Approval of Agenda March 17, 2022 (Procedural)	March 17, 2022 agenda was moved to approve. Moved and seconded by Councilmembers Maria Del Rosario Villasana and Wendy Miller. Agenda approved.
4.	Approval of Minutes March 3, 2022 (Procedural)	Motion to approve March 3, 2022 minutes. Moved and seconded by Wendy Miller and Angelica Campos. Motion passed.
5.	Public Comments on Items Not on the Agenda	Henry Bernstein questioned the loss of certificates due to the loss of instructors and classes. Additionally, he would like to know how CCSF benefits from the \$25,000 consulting contract that was signed in October for the onboarding of the Chancellor. Lastly, he also wanted to

Minutes by AD

		bring up the issue of a significant and unbudgeted expense due to the college having to move out of Fort Mason in May of 2020.
6.	Chancellor's Report	<p>Chancellor David Martin shared a few updates with the Councilmembers:</p> <ul style="list-style-type: none"> • Board of Student Success sub-committee expressed interest in partnership with the local transportation authorities. As part of the Balboa Reservoir agreement, the developer was asked for a \$400,000 commitment for student transportation. Moving forward with this initiative City College is going to investigate the ways in which the funding will become available to the students. • City College is working on finalizing the architectural contract regarding the Diego Rivera Theatre Project (DRT). Community Engagement events will soon be scheduled to get feedback from the college community. • The plans to transition non-credit classes from positive attendance accounting method to a census accounting model are gaining momentum state-wide and will potentially lead to more funding because of the structure of some of the non-credit courses. At this time City College has not taken the stance on the matter, but the discussions with Non-Credit and Adult Education committees and stakeholders will continue in order to see if this initiative is going to be beneficial for the City College. • The in-person commencement ceremony plans are under way and more details on the matter will be available soon. <p><i>Questions and Comments:</i></p> <ul style="list-style-type: none"> • Maria del Rosario Villasana asked the Chancellor if he can share any more information about the

		<p>non-credit attendance options and what the alternatives are. Chancellor responded that he will be able to provide more information after his meeting with the faculty later in the day, which is aimed at understanding the full impact of the transitioning to the two-census model.</p> <ul style="list-style-type: none"> • Heather Brandt wanted to know if non-credit students will be able to take part in the conversations about transitioning to the census accounting model. Chancellor responded that after the initial meeting with the faculty there will be an opportunity to have these discussions with the students.
7.	Awards and Recognition (Information)	<ul style="list-style-type: none"> • Jill Yee recognized Behavioral sciences department for getting a \$450,000 grant from the Episcopal Community Services which will provide funds for SOC 12: Social Work and Human Services class, as well as a paid internship for the social work majors. Special thanks go to Bernadine Lucky, Brett Berning, Ilona McGriff, and J Carlin for her leadership in this initiative. • Maria Salazar-Colón recognized the classified employees who have been laid off and wanted to stress that City College managers should not be reaching out to them and asking them to do more work. • Wendy Miller recognized the male basketball team for being the State Champions. The women’s basketball team was in the Regional Championship. • Simon Hansen recognized the students and faculty for presenting a webinar on non-credit programs and bringing the issue up to the state level. • Rosario del Rosario Villasana recognized Natalie Smith, who has a day named after her here at

		<p>City College and who is being featured in the upcoming Favorite Lecture series.</p> <ul style="list-style-type: none"> • Angelico Campos recognized the Councilmembers and thanked them for sharing their knowledge and expertise.
8.	Old Business	
	<p>a) Continue the Discussion of Public Comment Protocols and Procedures (Discussion/Possible Action)</p> <ul style="list-style-type: none"> • Continue the Discussion of Roles and Responsibilities of PGC Members (Discussion) 	<p><i>Discussion of Roles and Responsibilities of PGC Members:</i></p> <ul style="list-style-type: none"> • Simon Hanson continued the discussion on the Public Comment Protocols and stated that if the PGC committee would like to continue asking the public to submit their comments half an hour before the meeting to participate, then this procedure should be codified. He reminded the Councilmembers that this body has not specifically addressed what the goals and objectives regarding public comments are. He suggests that this discussion should become a future agenda item, which should be brought back to the PGC meeting after each constituency group had a chance and enough time to come up with specific input on the matter. This input will also help with the future discussions about the return to campus. • Wendy Miller suggested that perhaps each constituency group should have a discussion among themselves and then bring their ideas about the possible action to the PGC meeting. • Heather Brandt feels that the current webinar format is not inclusive and the practice of submitting the public comments at least half an hour before the meeting creates barriers to engagement. • Angelica Campos agreed that the current practice is prohibitive, but she recognizes that allowing unfiltered public comments can be overwhelming. Sending out a general survey or

	<ul style="list-style-type: none"> ○ The final revised Roles, Responsibilities, and Processes (RRP) Handbook (Presentation/Action/Endorsement) 	<p>bringing the issue back to the constituency groups for discussion can be helpful. She also believes that the online meeting format is more convenient for attendees and leads to better attendance.</p> <ul style="list-style-type: none"> ● Maria Salazar-Colon agreed that bringing the conversation back to the constituency group will be helpful. She also wants to make sure that there are certain safeguards in place for public comments during the PGC meetings because of the extremely harmful instances of “zoombombing” which took place in the past. ● Mitra Sapienza wanted to bring attention to the fact that the conversations with the constituency groups might outlast the need to figure out the correct policy with the upcoming return to campus. ● Stephanie MacAller stated that additional efforts to reach the college community are needed since members of the constituency groups do not necessarily represent the opinions of the college-wide community and members of public. ● John Halpin stated that the consensus among the Councilmembers is that this matter should be sent back to the constituency groups for further discussion and feedback. <p><i>Roles, Responsibilities, and Processes Handbook presentation and discussion:</i></p> <ul style="list-style-type: none"> ● Kristin Charles presented the final edit of the Roles, Responsibilities, and Processes (RRP) Handbook, which is a critical document aimed at building trust and moving decisions forward at City College. The document was endorsed, and recommendations were made by the Associated Students, Classified Senate and Academic Senate. ● Simon Hanson suggested that Councilmembers should endorse the document and recommend it
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		<p>to the Administration and the Board. The motion is seconded by Maria Salazar-Colón. No opposition, everyone is in favor. Motion passes.</p> <p><i>Comments and Questions:</i></p> <ul style="list-style-type: none"> • Harry Bernstein mentioned that the public comments in the chat are disabled and questioned the value that the public comments currently have.
	<p>b) R2C Update (Meeting Notes)</p> <p>c) Continue the Discussion of Campus Re-opening Plans and Procedures, Role of RTC, including Conduct of PGC meetings</p>	<ul style="list-style-type: none"> • Alexis Litsky recognized Alberto Vasquez for his hard work on return to the campus effort, and in return Alberto Vasquez thanked Alexis for taking up the challenge and offered his support in the future. R2C Planning Notes draft was shared with the Councilmembers. • The return to campus workgroup is undergoing identity transformation since shelter in place has been lifted and some of the policies are starting to change. The PGC Health and Safety Committee are editing some of the policies regarding issues such as booster shots, door monitoring, and what constitutes a fully vaccinated person. • The lifting of the door monitor feature after the spring break is being considered to give people more access to the buildings. • Another idea being considered is the creation of a sample live meeting space on campus. • Security issues regarding “zoom bombing” during hybrid meetings are being discussed, as well as the concerns about actualizing hybrid meeting spaces and making them accessible. • Communication is going to be important going forward. There is a discussion at the Cabinet level about building a stable website which would have concrete information about opening hours, facilities, services available, which should be helpful to both faculty and students.

		<p><i>Discussion of Campus Re-opening Plans and Procedures, Role of RTC, including Conduct of PGC meetings:</i></p> <ul style="list-style-type: none">• Maria Salazar-Colon congratulated Alexis Litsky on her new role. Additionally, she wanted to know if there will be a uniform access procedure for entering the buildings since currently there is a lot of variation in what different Deans, who oversee the door monitoring, ask as a proof of clearance, which creates conflict and confusion, and is frequently very time-consuming. Alexis Litsky responded that the current plan for entering buildings has not been updated since the beginning of the pandemic, and one of the goals of the return to campus is to start providing consistent and clear information regarding procedures on the website, which should be frequently updated. Additionally, there is a desire to move away from having the door monitors or have door monitors only for a few weeks at the beginning of each semester. Currently, City College is the only Bay 10 Community College that still has door monitoring procedure in place.• Angelica Campos described her recent experience trying to get into a building on campus and how frustrating it was, and she believes that the access procedures must be eased.• Simon Hanson mentioned the fact that members of the public cannot see the conversations in the chat when they are addressed only to the Host and Panelists. This is the same issue regarding communication as the one PGC will face when the meetings will return to the campus. The question is should PGC be recommending that the return to campus workgroup become a specialized work group of PGC, which reports back to it. If it's not a part of the PGC, then it
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		<p>exists as a separate work group, which is the reason for some of the breakdowns in communication. This is a potential action item for the discussion. Additionally, the issue regarding door monitoring is not something that PGC committee has any influence on, and a decision needs to be made regarding the partnership between the PGC and the return to campus workgroup.</p> <ul style="list-style-type: none">• Rosario Del Rosario Villasana mentioned that Deans should not be expected to monitor the doors, and that the buildings of City College are public buildings and should be open to the public.• Jill Yee agreed that the procedure of the door monitoring that was placed on Deans is unsustainable and unfair. She believes that door monitoring should be eliminated, and buildings should be opened at limited entrances. Additionally, she feels concerned about making the return to campus workgroup a part of the PGC given the time constraints and where we are at on the timeline of returning back to the campus.• Alexis Litsky mentioned that the school will start with a “soft opening” to strike a balance between the desire to move away from the door monitoring and desire of certain students and faculty to still feel protected. <p><i>Motion to extend time by five minutes. Moved and seconded by Maria Salazar-Colón and Simon Hanson.</i></p> <ul style="list-style-type: none">• Maria Salazar-Colon approves of the official return to the campus workgroup and hopes that it will add structure to the process. She believes that the discussions about how to implement a hybrid model should be added to the future agenda. The hybrid and online formats are best
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		<p>for those who are still working and studying remotely.</p> <ul style="list-style-type: none"> • Simon Hanson added that PGC should take the lead on creating and testing out hybrid meeting spaces. The discussion about the partnership between the return to the campus workgroup and the PGC should be a future agenda item. He suggests that the PGC should make a motion to start developing the steps necessary for implementing the hybrid model. Motion moved and seconded by Maria Salazar-Colon. • Angelica Campos stated that the hybrid is the best model moving forward and agrees with Simon Hanson that it should be piloted and tested by the PGC. • Stephanie MacAller mentioned that hybrid format will ensure that many community members, especially students, will still be able to participate. • Mitra Sapienza shared feedback from some BIPOC colleagues who believe that remote format is less toxic and that it provides less opportunities for micro-aggressions.
9.	New Business	
	<p>a) Guided Pathways (RiSE) Scale of Adoption Assessment (SOAA)</p>	<ul style="list-style-type: none"> • Kristin Charles shared an information item titled Guided Pathways Scale of Adoption Assessment (SOAA) 2021-2022. SOAA captures the work that has been done over the past year, and although it is not a formal plan, it does have plan-like elements and show what has been accomplished and what must be accomplished in the future to meet the essential practices of the guided pathways. The document has been recommended formally by the Academic Senate and Associated Students Committee and will need to be submitted by March 31st to the State Chancellor’s Office.

		<ul style="list-style-type: none"> • Simon Hanson added that the Associated Students and Academic Senate have already endorsed this document and wanted to ask if the PGC would also like endorse it. • Jill Yee added that the Administrators Association also had an opportunity to review and provide input on the document. • The motion to formally endorse this document at PGC is moved and seconded. Motion to adopt. <p><i>Public Comments:</i></p> <ul style="list-style-type: none"> • Harry Bernstein wanted to know why the PGC would not take the point of view of a public member who is also trying to participate but can't voice his opinion in the chat. He also wanted to know if the faculty had to justify medically if they feel like they cannot return to the classroom.
10	Standing Committee Reports	
	<p>a) Accreditation Steering Committee</p> <p>b) Planning Committee Updates</p>	<p>a) Kristin Charles shared Accreditation Steering Committee Update. In the Fall the draft responses to the Standards will be shared with the college community. Deadline for ICER (Institutional Self-Evaluation Report) is December 15th, 2022, and the site visit will take place during the week of October 2, 2023. City College is in the process of preparing annual and fiscal reports to ACCJC and continues to remain on the enhanced fiscal monitoring.</p> <p>b) Pam Merry shared the Planning Committee Update document. Multi-year master calendar continues to be developed. The committee recommends revisions to AP 1.00, which are currently going through the review by constituency groups, after which it will be shared with the PGC in April. The College continues to</p>

		<p>exceed stretch goals. The data on college and unit-level effectiveness is being reviewed. Another item in the document states that the college will continue to encourage college-wide plans to explicate the plans in relation to Education Master plan goals, including improving communication. The planning process for the adult education plan has started a while ago and has been very inclusive. There will be more information coming soon on the Student Equity and Achievement plan. Additionally, annual planning and Budget calendar is in active use.</p> <p><i>Discussion:</i></p> <ul style="list-style-type: none"> • Wendy Miller provided an update on the Adult Education plan and stated that the Academic Senate accepted it on the 9th of March, and the Associated Student Executive Council recommend it for adoption on the 11th of March. The plan was presented to the Classified Senate and they will be looking it over. • Simon Hanson commented on the program review and the importance of the discussions around it, as well as commitment to the schedule and its impact on the programs. • Maria Del Rosario Villasana added that significant work still needs to be done and that the program review group should consider a deeper engagement with DCC regarding the issue.
11	Future Agenda Item	<ul style="list-style-type: none"> • Discussion of Roles and Responsibilities of PGC Members • AEP plan • Discussion about the partnership between the return to the campus workgroup and the PGC
12	Adjournment	Meeting adjourned at 5:39 PM

PGC Meeting
Summary of Actions Taken on March 17, 2022

Committee Updates:

Agenda Item	Action Taken
Accreditation Steering Committee	Information item only
Planning Committee Updates	Information item only

Unfinished Business:

Agenda Item	Action Taken
<ul style="list-style-type: none"><li data-bbox="285 953 846 1026">• To continue discussion of the Roles and Responsibilities of PGC Members	