

Participatory Governance Council (PGC) and Standing Committees Objectives for 2020-2021*

Introduction: PGC established principles and expectations to address key areas identified for improvement based on participatory governance evaluation results.¹ These include (a) receive objectives from each Standing Committee to promote shared expectations about work of the Committees, (b) ensure each Standing Committee reports to PGC at least once per semester, and (c) request that all Standing Committee reports and any recommendations for action include information about discussions and constituent perspectives to improve communication and to provide additional context for recommendations.²

Standing Committees	Chair/co-chair	Overall Goal (Per council/committee description)	Objectives for 2020-2021 (List 3 to 5, especially for areas needing PGC recommendation) <i>*to be provided to PGC before 11/5</i>
Accreditation	Accreditation Liaison Officer, faculty co-chair	To meet the accreditation standards at all times.	<ul style="list-style-type: none"> ● Finalize and submit the Midterm Report ● Monitor and respond to feedback from ACCJC regarding the Midterm Report ● Prepare and submit annual and fiscal reports to ACCJC ● Establish a timeline and process for developing the Institutional Self Evaluation Report that encourages and supports broad participation
Budget	AVC Finance & Administration	This Committee meets as required to understand, discuss, evaluate and make recommendations on the District’s annual budget, budget processes, and budget procedures.	<p>DRAFT</p> <ul style="list-style-type: none"> ● Articulate controls to avoid overspending ● Clarify departmental budget process, how do constituents provide feedback on needs ● Receive training on statewide budgeting and implications for CCSF ● Provide training and information beyond the Budget Committee and clarify relationships within integrated planning and budgeting ● Formalize committee recommendations and provide follow-up
Diversity	AVC Human Resources	In alignment with the mission and strategic plan, promote and cultivate College diversity initiatives.	
Enrollment Management	AVC Academic Affairs,	Ensure enrollment goals are aligned with the	DRAFT

¹ Supporting Documentation: PCG Agenda from [September 17, 2020](#), including [Summary of Committee Evaluations](#) and [Presentation Slides](#).

² Previously incorporated as PGC objectives -- see [prior version](#) for reference.

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	faculty co-chair	college's mission, including student learning achievement and outcomes, as well as board priorities and college plans.	<ul style="list-style-type: none"> ● Review alignment of class schedule with College mission including using data to summarize types of offerings by category ● Identify data and information that indicate student demand for courses and programs ● Review marketing and targeted outreach and make recommendations on all aspects of college function that affect enrollment and growth ● Develop strategic enrollment management principles and priorities ● Identify enrollment priorities and guiding principles to guide budget decisions
Facilities	AVC Facilities, co-chair elected annually	To provide insight and recommendations for sustainable use, maintenance, and development of facilities to optimize the college environment.	Draft in progress based on Facilities Committee's discussion 10/5
Health and Safety	Risk Manager, Director of Student Health	This Committee meets as required to assist the College in promoting a healthy workplace and educational environment free of recognized physical and environmental hazards.	<ul style="list-style-type: none"> ● Update Emergency Procedures Manual ● Make manual available digitally ● Work with SF City / County to get appropriate training on being a "disaster preparedness site" ● Explore NERT training from SF Fire ● Develop campus wide disaster preparedness exercise

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Planning	Dean, Institutional Effectiveness	Improving the institutional effectiveness at the unit-level and in the College overall through evaluation and integrated planning to better support student learning and student achievement.	<p>DRAFT</p> <ul style="list-style-type: none"> ● Develop master calendar for planning and evaluation emphasizing communication, particularly with other committees (e.g., Health & Safety, COVID-related implications) ● Recalibrate institution-set standards and stretch goals with an equity emphasis ● Review data on College and unit-level effectiveness and share findings
Technology	Co-Chairs elected annually	To promote the strategic and efficient use of technology, both hardware and software, to support student learning.	Draft in progress based on Technology Committee's discussion 9/22