



Participatory Governance Council
March 2, 2023

MINUTES

Meeting Called to Order at 3:33 PM		
No	Item	Discussion/Outcome
1	Land Acknowledgment (Procedural)	Read by Stephanie Chenard
2	Roll Call (Procedural)	Council Members: Administrators: Lisa Cooper Wilkins (Chairperson), Stephanie Chenard Staff: Michael Snider, Chris Brodie Faculty: Mitra Sapienza, Elizabeth Smith, Katia Fuchs Students: Heather Brandt, Amelia Khong, Shivalika Jhabua Council Alternates: Administrator: Lidia Jenkins Staff: David Delgado, Linda Liu Faculty: Sheri Miraglia, Alan D'Souza, Joseph Reyes Students: Angelica Campos, Courtney Wong
3	Approval of Agenda February 2, 2023 (Procedural)	Motion to adopt the agenda as presented. Moved by Joseph Reyes, seconded by Michael Snider. 15 votes to approve. Motion passed.
4	Approval of Minutes February 16, 2023 (Procedural)	Motion to approve the minutes as presented. Moved by Joseph Reyes, seconded by Amelia Khong. 15 votes to approve. Motion passed.
5	Public Comments on Items not on the Agenda (Procedural)	No public comments.

6	Chancellor's Report	<p>Chancellor David Martin</p> <ul style="list-style-type: none"> • San Francisco Marin County Food Bank: There will be several weeks of blocked off parking spaces at different spots. We are planning to have the food bank on campus on Wednesday's and Saturday's and trying to get it to be a Friday's and Saturday's combination as well. If anyone has any feedback, we can pass it back along. • Program Review: Got an email out earlier this week in respects to a ranking. There are currently 26 funded requests. We are excited to get the FOAPALs (Fund – Organization – Account – Program – Activity – Location) out first thing next week. We hope to get purchasing up and running soon to get those expenses processed. There will be a meeting on the calendar to debrief the most recent process review. We are almost through the first iteration of process review. Want to pause, debrief, and reflect on the past cycle and think about how to be better for next year's cycle. If anyone has any thoughts on the process, please share them. • Position Control Work: Kerry Wilhite coming back from a retirement. Getting the position control cleaned up and to makes sure that the budget data is reflected. If you get an email from Kerry, she is working with Payroll and Finance. This is being done in preparation for next year's budget. • Spring Commencement: In the beginning stages of seeking nominations for Commencement speakers. Please suggest anyone you know to the commencement committee. Would love to have past students come back to speak. We want to get a big list to the commencement committee.
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		<ul style="list-style-type: none"> • Board Facilities Subcommittee Meeting: We are hoping to have final bids for the boilers for the Mission, John Adams, and Wellness Centers. The bid packages are closing next week. Will go to full board meeting on March 23rd to approve and sign the contract. We are approaching a big milestone and are finalizing the submitted bidders for board reviews. • Advocacy Event: On Wednesday, March 15th, the Chancellor, Angelica Campos, and Heather Brandt will be going to Sacramento to advocate for a legislation that would make public transportation free for students. Let the Chancellor or Heather know if you want to join. • Parking: We are at the tail stage of finalizing the agreement with the lower reservoir developer to get daily parking rates down to \$5. Will have construction contractors park in the lower reservoir to compensate and to balance out the decrease to \$5 for students. We should see all construction contractors in that parking lot and see that \$6.50 rate drop to \$5 soon. • Parking structure: Will start pulling together architects and folks with specific knowledge for a parking structure and parking solutions. First step is considering cost, length of time, and logistics for design. Hope to get professionals to start putting some stuff on paper and seek guidance from Trustees. Need to start getting some definite numbers and sound designs. <p>Questions:</p> <p>Elizabeth Smith: Great news about boilers, what is the status of the Science building?</p> <p>Chancellor David Martin: That is not a boiler issue. It is an issue with the underground steam pipe (leaking and need to be turned off). We are currently collecting bids to replace high pressure steam pipes. Project will most likely</p>
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		<p>take place later this month and/or early April once we have all the bids collected.</p> <p>Michael Snider commented about the library ceilings and how there is a tile coming down and hooked to the sprinkler system. Someone just put a yellow tape around it. He emphasized the need to be more proactive to take a stance towards safety measures.</p> <p>Chancellor: Will make a note about this to bring back on next report, along with more updates on projects in Rosenberg.</p> <p>Alan D’Souza: Can you give an update on another building? The Arts buildings?</p> <p>Chancellor David Martin: That project is underway but will need a full architectural redesign. Currently have an architect under contract that is doing that right now. They are working on a process/timeline for the Arts Buildings (Arts Extension, Creative Arts, and Visual Arts). One of the complications is that those buildings are connected to the underground steam pipes that run from Cloud to Science buildings. Need to first get the pipes replaced so that if they do put in a new boiler, it will operate effectively. Design is underway, then will bid the design and the replacement of the boiler all together. Hopefully in place by end of semester/summer.</p> <p>Heather Brandt asked a clarifying question: What are FOAPALS?</p> <p>Chancellor David Martin: Fund – Organization – Account – Program – Activity – Location. It is basically the account stream that internal account systems require for every revenue and expense.</p> <p>Angelica Campos added on with some details about the event being able to accommodate all the guests we plan to invite.</p> <p>No public comments</p>
7	Awards and Recognition	<p>Angelica Campos shared kudos to Mitra Sapienza and Heather Brandt who are going to present two workshops</p>

	(Information)	<p>with her at state-wide student conferences. They are professional development events about advocacy and student engagement.</p> <p>Joseph Reyes acknowledged the basketball team who is in the playoffs right now and encourages everyone to attend the games.</p> <p>Heather Brandt expressed appreciation and hoped to recognize faculty members who meet students where they are at and extend empathy to students when they are going through difficult things.</p> <p>No public comments</p>
8	Old Business	
	a. Continue the Discussion of Meeting Protocols and Procedures/ Meeting Modality (Discussion/Possible Action Item)	<p>Lisa Cooper Wilkins provided an update: Next meeting, March 16th will be a hybrid meeting. Working with IT to identify a location that can accommodate both our ability to have our council in person and the hybrid functionality.</p> <p>Michael Snider: Can we keep it this way (hybrid) until after Spring break? Do we need to file some kind of paperwork for this?</p> <p>Lisa Cooper Wilkins: Chancellor is currently investigating what our opportunities are with our legal counsel. We will probably get some updated information about what our options are before our next meeting. Worst case scenario, we will be in person but there will be an online component for those who need it.</p> <p>Lisa Cooper Wilkins brought up a question regarding whether or not the PGC should also include opportunities for constituency groups to provide updates.</p> <p>Michael Snider expressed his support and was going to ask for it and added that it will probably be helpful to</p>

		<p>know what is going on with other constituent groups here.</p> <p>Elizabeth Smith agreed that it is a good idea.</p> <p>Angelica Campos: Just to clarify, would this be in the beginning or the end of the meetings? If it is in the beginning, it might take too much time.</p> <p>Chris Brodie: It is a good idea but agrees with Angelica. It might take away time from the meeting.</p> <p>Lisa Cooper Wilkins: We can decide that once we decide if we want to do it. We can also put a time limit on them.</p> <p>Mitra Sapienza: Do we have a sense of the list of what the groups are? Is it going to be mimicking the board reports or more nuanced?</p> <p>Lisa Cooper Wilkins: It is more nuanced. Just remind folks that AVC Charles I have been talking about providing an update at our Flex Day about things related to PGC and questions that have come up over the year so far -- that will be addressed during the training.</p> <p>Heather Brandt: As an individual that brought this forward, was curious to hear what others have to think about this, sounds like there is interest. We should be communicating across multiple spaces. If we move forward with this, how would that look like? We can also just figure this out when we know if this is happening at all.</p> <p>Lisa Cooper Wilkins: We can motion to recommend that this be incorporated which would allow us to move forward with ensuring that we know which of the consistency groups will be involved, talk over the details of how long the reports will be, and where they would show up on the agenda. It is a recommendation that someone could make today.</p>
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9	New Business	
	a. Water Fountains	<p>Elizabeth Smith/ Alberto Vasquez</p> <p>Alberto Vasquez stated that he didn't have an update about the water fountains at this time. This item will be put on the next meeting agenda.</p> <p>Elizabeth Smith: Was some of the water fountains just turned off and never turned on again? Some are not covered, but do not work.</p> <p>Alberto Vasquez: Will have to check with the plumbers about that.</p> <p>Elizabeth Smith mentioned a few locations on campus where water fountains are not working, and that it would be great if someone could check on them.</p>

		<p>Alberto Vasquez: I will look at them and identify how to address them once we get a list. Wants to do analysis first before getting more email inquiries about this.</p> <p>Heather Brandt: There are water fountains and filling stations that are not working either at the Student Union lower level. Often individuals come into the Family Resource Center to use the sink.</p> <p>Angelica Campos: As neighbors to that fountain, I always see the water pressure is not great, and takes a long time to fill up. It barely lets out water. Maybe it just needs an update.</p> <p>Heather Brandt: Been working to accommodate anyone that needs water in the Family Resource Center, the only issue is that it is in our childcare space, so with people coming in and out, children might try to follow them. That is a concern but trying to bridge the gap in the meantime.</p> <p>Lisa Cooper Wilkins: Will table this item and move it to a future agenda/meeting item to give Alberto Vasquez a chance to do his analysis.</p> <p>No public comments</p>
10	Standing Committee Reports	
	<ul style="list-style-type: none"> Facilities Committee 	<p>Alberto Vasquez</p> <ul style="list-style-type: none"> Projects update: We are bidding the projects and hope to be in contract by the end of the month. The website will show the progress. New construction Map LINK Steam Center LINK Diego River Theater LINK Schematic Design Clarification on the steam pipes: Looking to get proposals for steam pipes for the Science building. Looking into replacing steam pipe for Arts Buildings to get that going. A longer design project

		<p>is also going on and needs to occur. Trying to bridge that area to get heat there as soon as possible.</p> <ul style="list-style-type: none">• Homeless Vehicle Program: We had a request from the city, they have a homeless vehicle program. They wanted a minimum of a 3-year commitment for parking access for their vehicles with power and water, could not meet those requirements because we do not control the lower parking lots anymore.• CCSF Website Construction Link: CCSF Website has the New Construction Link. There is an updated map we are producing with new information. Newer maps are going to have building names the way the class schedule displays the name for clarity and accessibility. We added a spring construction timeline to show the impacts of the activity going on in the college campus. Going to try to do it every semester, so individuals can see what the issues are, the access and constraints. Will be adding photos of the buildings in construction from different angles. Will put that out on the website monthly, to show the progress in the next 24 months. For each project, there will be some information on the website. We added a construction project update items – a list of projects with facilities, buildings, and grounds. Will have monthly updates to that as well.• Trees: Wind blew down some trees. We had to take down some adjacent trees to avoid additional damage. Looking at trees as a hazard. There were 3-4 trees that came down in the past few weeks. It is a hazard and do not want it to injure any students, we have to be mindful. <p>Questions: Heather Brandt expressed appreciation for making the maps more accessible, but raised concern about the map saying George Rush Stadium when the class schedule says WELL TRCK and the courts are WELL CRTS. They are not consistent currently.</p>
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11	Future Agenda Item	<p>Lisa Cooper Wilkins reminded PGC Training on FLEX Day on March 8, 2023</p> <p>Elizabeth Smith: If we can put a thermostat placeholder for Batmale Hall and other buildings in future meetings, that would be helpful.</p> <p>Sheri Miraglia: Thought college communication should be a standing item.</p> <p>Lisa Cooper Wilkins: Correct, it should be under Old Business. Need to get an email out to the Council members and alternates about a desire to participate in a committee related to that.</p> <p>Alan D’Souza stated that he hopes to hear an update on two items:</p>

		<ol style="list-style-type: none"> 1. Upcoming registration a 2. An update on new registration systems that are being worked on, for Summer and Fall. <p>Mitra Sapienza pointed out a question in the chat about access students have to Flex Day sessions. Can students attend? Can we share the links with them?</p> <p>Lisa Cooper Wilkins: If students have access to the Vision Resource Center (VRC), then they can. The in-person portion is available, but not sure about the registration piece. Will need to figure out the answer to that.</p> <p>No public comments</p>
12	Adjournment	<p>Motion to adjourn the meeting moved by Angelica Campos, seconded by Mitra Sapienza.</p> <p>Meeting adjourned at 5:04 PM</p>