Peralta Community College District

Shared Governance That Ignites Passion, Purpose & Possibilities

College Presentations

Tachetta Henry, Matthew Goldstein, Matthew Freeman, Tammeil Gilkerson

Overview

History: Draft Planning and Budget Integration Model (PBIM) Manual since August 2017

Goal: Adopt a new PBIM Manual outlining the district participatory governance committees and decision-making process.

Process:
- Participatory Governance Council Tri-Chairs hosted PBIM Retreat May 22, 2024, to get input and feedback on how to improve district governance. Participants included PBIM committee member (classified, faculty, administrators) and student leaders.
- Discoveries from the feedback were developed by a subcommittee into a draft recommendation of goals, community commitments, operating principles, core committees, and an inquiry and decision-making model.
- Hosted follow-up retreat to share discoveries and draft recommendations August 30, 2024. Included feedback on draft.
- Presented draft Shared Governance Manual to the Planning and Budget Committee(PBC) (PBC)on September 20, 2024. Received and incorporated feedback.
- PBC approved unanimously approved new Shared Governance Manual on October 18, 2024.
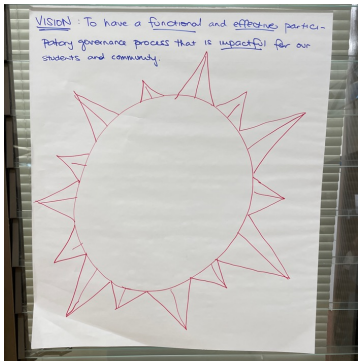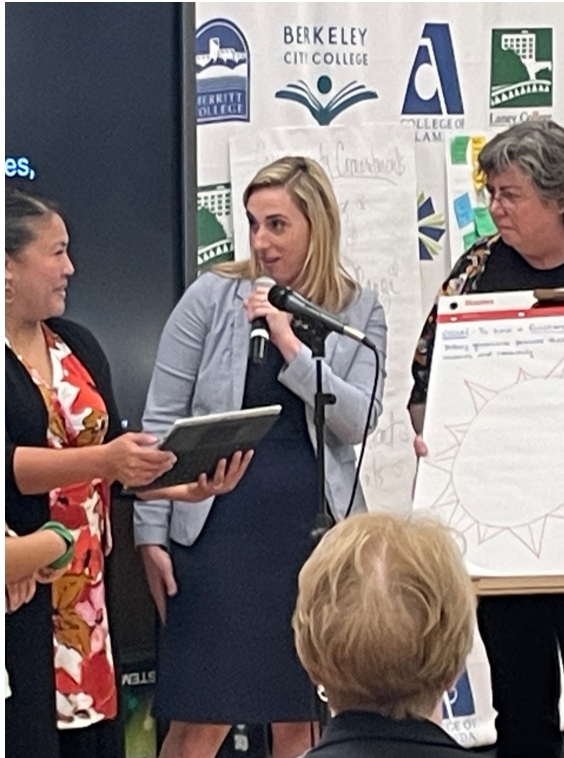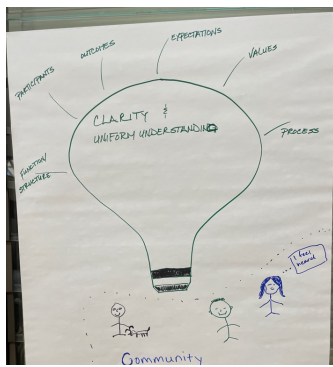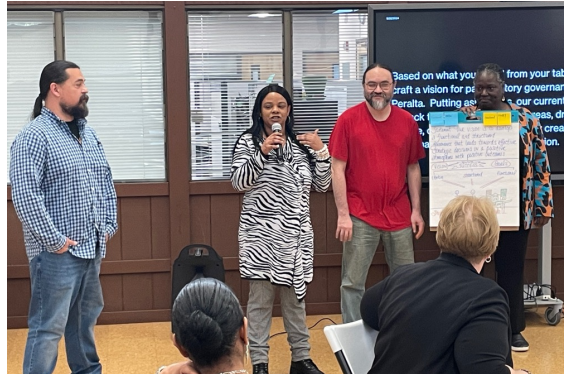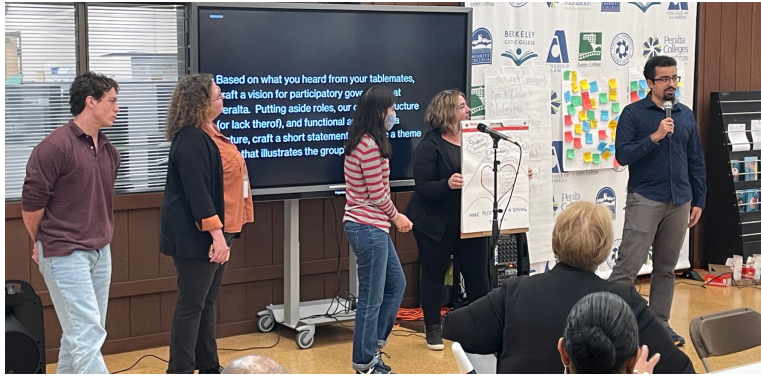
Student-inclusive

Collaboration

Meaningful

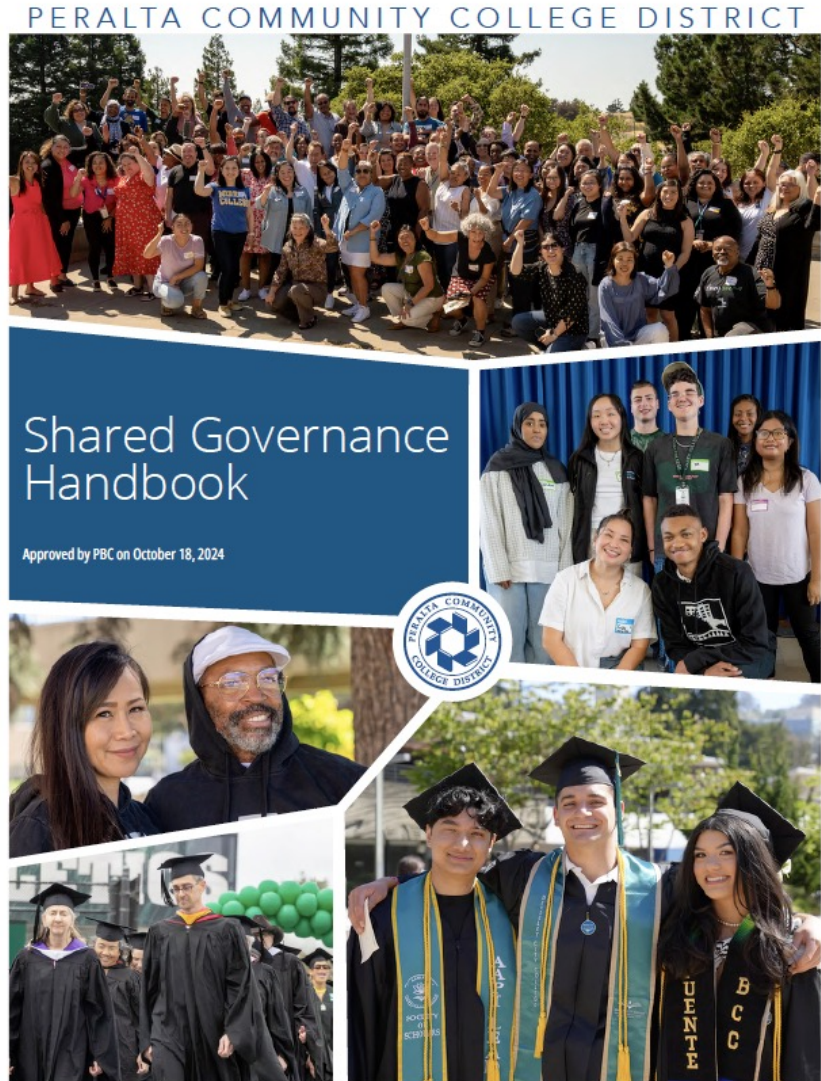MAKE PCCD BETTER AT SERVING STUDENTS!

Natasha Masand
+ Pierce   + Mark Johnson
+ Bibek   + Tina Vasconcellos

We don't want to just rewrite the manual; we really want to reimagine the process and goal."

-Notes from March 22 PBIM Retreat

PERALTA COMMUNITY COLLEGE DISTRICT

Shared Governance Handbook

Approved by PBC on October 18, 2024

https://www.peralta.edu/pbim

Passion. Purpose. Possibilities.

Why We Participate: Centering Students

- *We aim to transcend traditional governance models by fostering an environment that reflects the inclusive and empowering nature of our classrooms.*

- *Our objective is to collaborate meaningfully, shifting from individual efforts to collective understanding and actions.*

- *By building a governance structure grounded in a shared values and community commitments, we enable collective action marked by urgency and hope.*

March 22 PBIM Retreat Notes

Overview of District Shared Governance Model
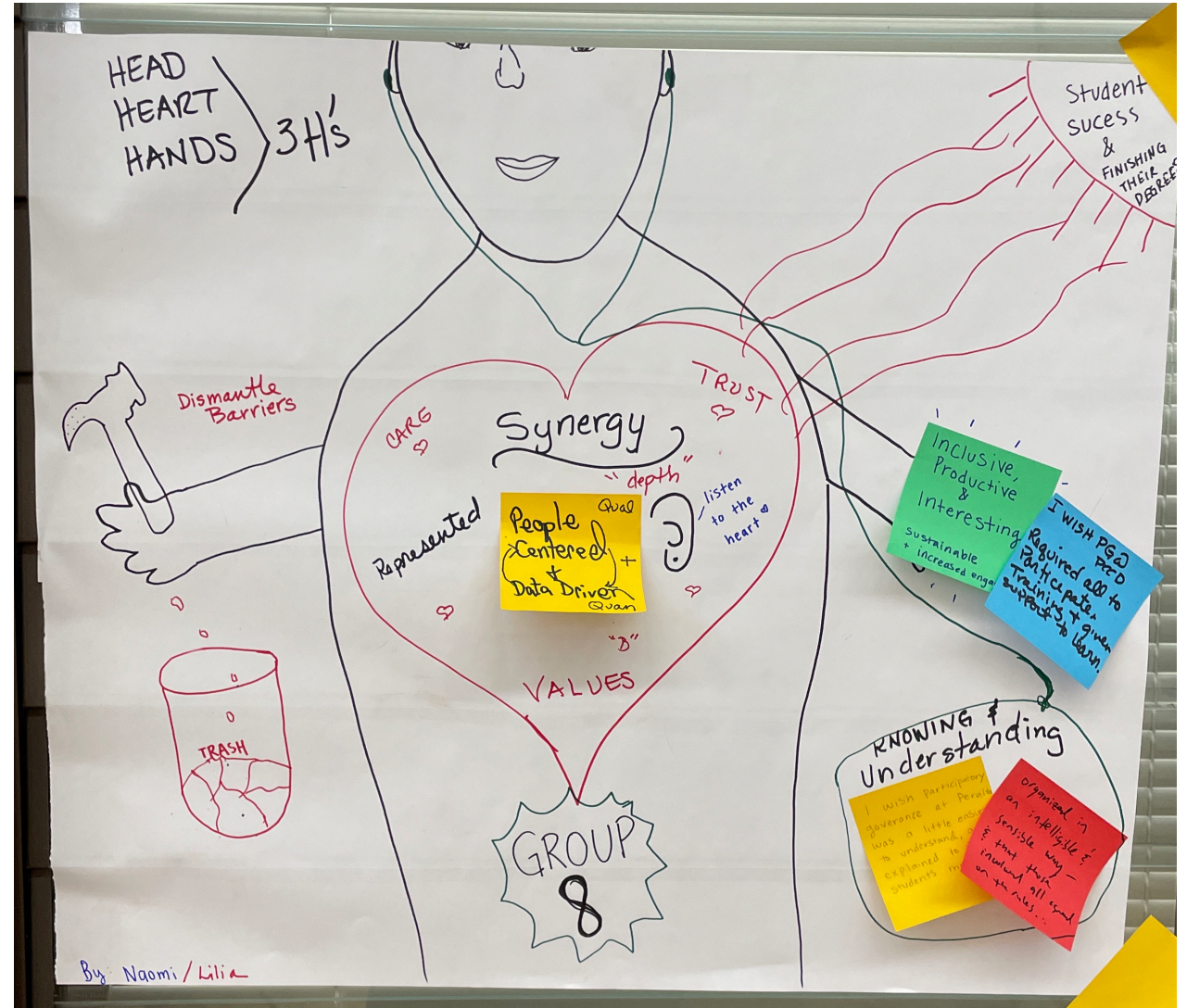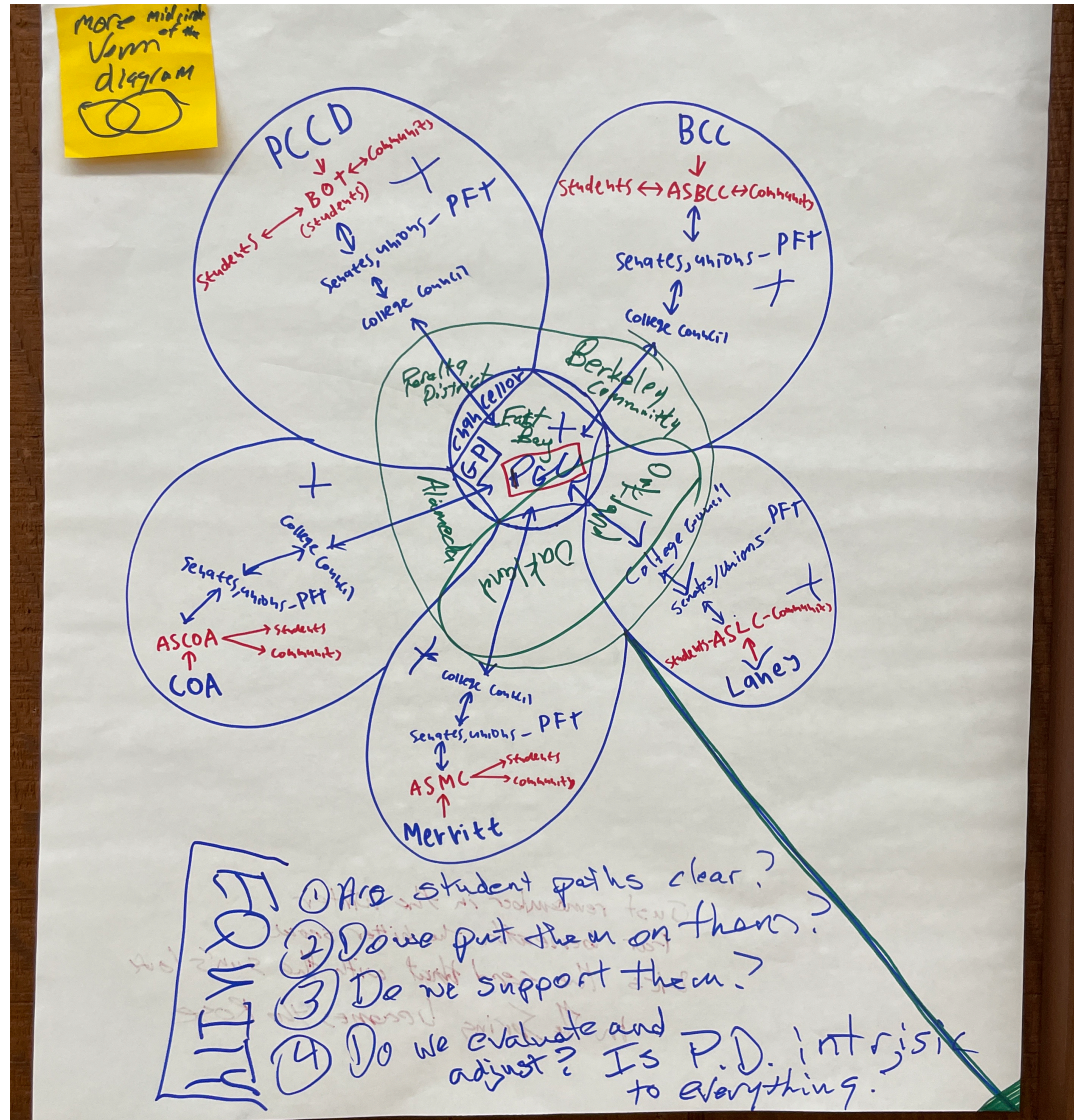
Shared Governance that Ignites Passion, Purpose, and Possibilities

The purpose of shared governance is to foster a collaborative and inclusive decision-making process that engages students, faculty, classified professionals, and administrators in shaping the policies, priorities, and strategic direction of our district. By promoting shared governance, we aim to enhance transparency, accountability, and responsiveness to the needs of our diverse community. This model ensures that everyone has a voice in the governance of the district contributing their unique perspectives and expertise to advance our mission.

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Passion. Purpose. Possibilities.

Key Objectives

1. **Inclusive Decision-Making**: To create an environment where diverse voices are heard and valued, ensuring that decisions reflect the collective interests of the entire district community.
2. **Transparency and Accountability**: To maintain open communication and clear processes that build trust and accountability among all members of the district community.
3. **Responsiveness to Community Needs**: To develop policies and initiatives that are responsive to the evolving needs of students, faculty, and staff, enhancing the overall educational experience.
4. **Promotion of Academic Excellence**: To support a culture of academic rigor and ongoing assessment, aligning governance practices with the district's educational goals and standards.
5. **Equity and Inclusion**: To advance equity and inclusion within the district, addressing systemic barriers and promoting diverse representation in governance structures.
6. **Sustainable Development**: To ensure the long-term sustainability of the district by integrating strategic planning and resource management into governance practices.

Passion. Purpose. Possibilities.

Goals

1. Strengthening Everyone's Understanding of a Topic or Situation

2. Providing Space for Generating Ideas and Potential Solutions

3. Providing Clear Next Steps (prioritization, resolution/decision, communication)

4. Effectively Using Everyone's Time

Passion. Purpose. Possibilities.

Operating Principles

The new Shared Governance Handbook outlines:

- Community Commitments

- Meeting Attendance & Participation

- Tri-Chair Roles & Responsibilities

- Meeting Agendas

Passion. Purpose. Possibilities.

Gradients of Agreement

As we aim to be a contributing member of the committee, active participation, and avenues for feedback on decision-making is key to building trust. Before we make a final decision or recommendation, we use gradients of agreement (1-5) system to ensure we are evaluating all options, have a similar understanding, and are moving forward with a sense of shared purpose.

1. I'm all for this!

2. I'm for this and my reservations are... [comments needed]

3. I could go either way, no opinion.

4. I don't agree because... [comments needed], but I'll go with the group.

5. I seriously disagree because... [comments needed]

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Inquiry & Decision-Making Model

Using an appreciative engagement framework, we will operationalize inquiry questions throughout the academic year that serve to guide each committee and its members in considering and recommending ideas for the adopted area of focus for the year, in addition to committee work.

DEFINE	What is our desired outcome?
DISCOVER	What are the experiences of student and employees? What are our strengths? Where can we improve? What are examples at other places?
DREAM	What else might be possible?
DESIGN	What should be? What do students, employees, and other community members think?
DECIDE & DELIVER	What is our recommendation? What is the cost and other-related things we need to consider? What is our timeline for action?

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Inquiry & Decision-Making Model by Academic Year

- Orientation/Onboarding

- Identification of Collective Goals

- Inquiry Action Plans

- Two Shared Governance Retreats Annually

- Addition of larger discussions on Student Success, Equity, and Enrollment Goals

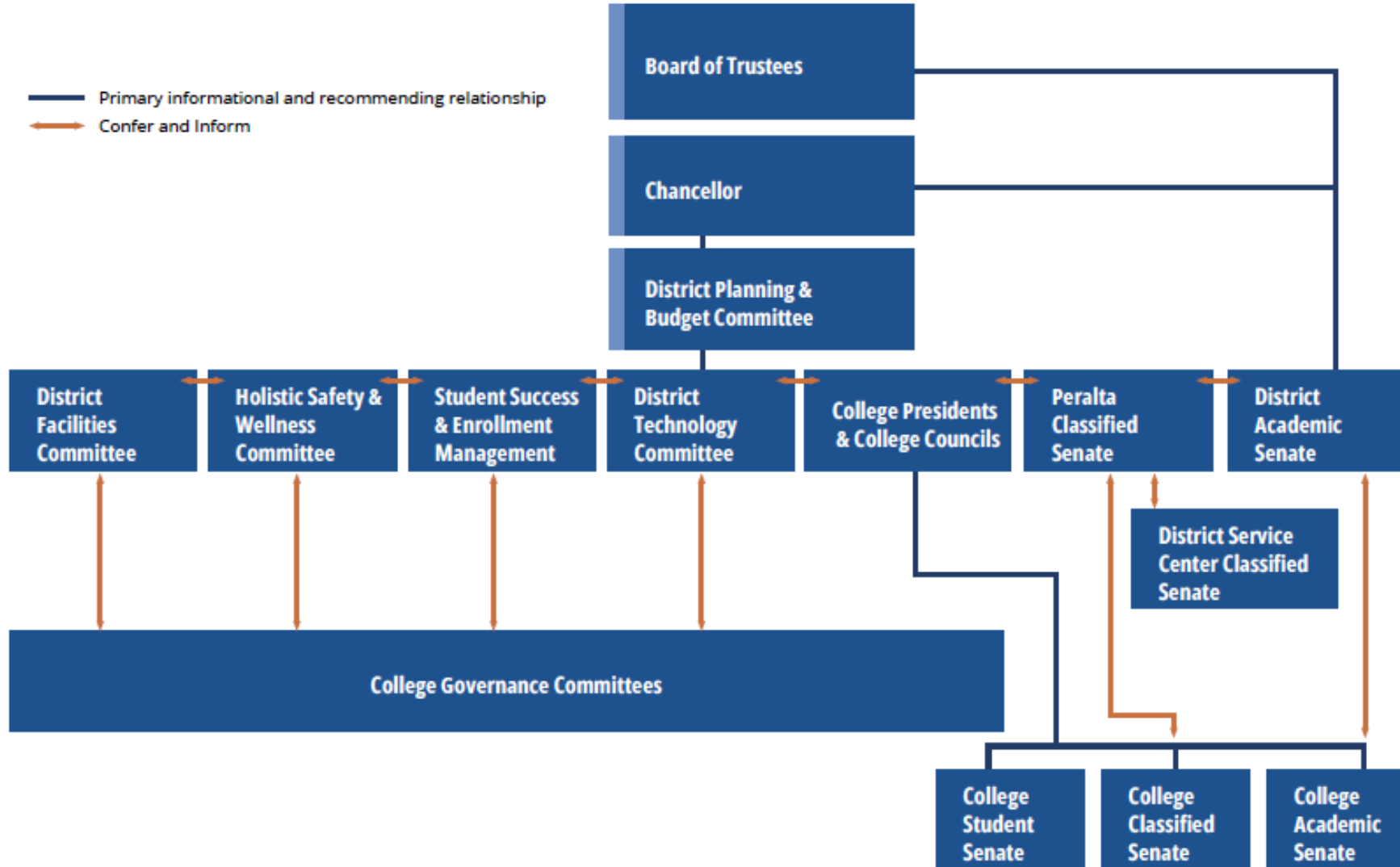- Resource Presentation allowing Colleges & District Service Center to Present

Inquiry & Decision-Making Model by Academic Year

Month	Appreciative Engagement	Activities	Planning & Budget Committee
JUL			
AUG	DEFINE	Orientation/Onboarding	Recommend Adopted Budget
		Districtwide Summit: identify collective goals	
SEP		Committees develop action plans for inquiry	Review of Student Success, Equity, & Enrollment Goals
OCT	DISCOVER	Committee identify information needed and begin answering inquiry questions	Adopt Districtwide Enrollment Targets
NOV			Faculty & Classified Prioritization
DEC	DREAM	Committees incorporate discoveries into possibilities	
JAN			
FEB	DESIGN	Districtwide Summit: Share discoveries and dreams across committees	Adopt Budget Assumptions
MAR		Committees develop ideas and solicit feedback	Resource Presentation: District Service Center
APR	DECIDE/ DELIVER	Committees develop formal recommendation with background, considerations, and timeline	Resource Presentation: Colleges
MAY	DEFINE	Committee appointments for next academic year. Collect feedback and recommendations on areas of focus for next academic year.	Recommend Tentative Budget & Review Annual Goals
JUN			Present Tentative Budget

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Committee Organizational Chart

The role and purpose of all councils and committees in the governance process is to provide input in district decision-making and assist in communicating the nature and necessity of districtwide projects and decisions throughout the community. College governance councils and committees also make recommendations through the college presidents to the chancellor and board of trustees. The chart below shows the line of authority and consultation/communication.

Legend:
- ── Primary informational and recommending relationship
- ←→ Confer and Inform

Board of Trustees

Chancellor

District Planning & Budget Committee

- District Facilities Committee
- Holistic Safety & Wellness Committee
- Student Success & Enrollment Management
- District Technology Committee
- College Presidents & College Councils
- Peralta Classified Senate
- District Academic Senate

District Service Center Classified Senate

College Governance Committees

- College Student Senate
- College Classified Senate
- College Academic Senate

Committees & Meetings

- **Planning and Budget Committee: 3rd Friday 9:00-10:30 AM**
- District Facilities Committee: 1st Friday 9:00-10:30 AM
- District Technology Committee: 1st Friday 10:30 AM-12:00 PM
- Holistic Safety & Wellness Committee: 4th Friday 9:00-10:30 AM
- Student Success & Enrollment Management Committee: 2nd Friday 9:00-10:30 AM
- District Academic Senate: 1st and 3rd Tuesday 2:30-4:30 PM
- Peralta Classified Senate: 3rd Thursday 3:00-4:30 PM

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Student Success & Enrollment Management Committee

The Student Success & Enrollment Management Committee monitors and uses districtwide student success and equity data to recommend annual productivity and FTES targets. The targets approved by the Chancellor become the basis for funding allocations and the Annual Budget. The committee is also charged with providing support to the coordination of districtwide efforts to achieve enrollment objectives, with an emphasis on development of tools to assist with the scheduling of classes, recruitment, retention, marketing, program and service offerings and resource allocations.

Membership

Seat	Who Appoints
Academic Senate Presidents (2)	District Academic Senate
District Academic Senate President or designee	By position
Peralta Federation of Teachers (PFT) Representative	PFT
Classified Senate Presidents (2)	Peralta Classified Senate
Peralta Classified Senate President or designee	By position
SEIU1021 Representative	SEIU 1021
Vice Chancellor, Educational Services	By position
College Vice Presidents, Instruction or Student Services (3)	Chancellor
Student Trustee	Chancellor
Student Leadership (2)	Chancellor
Non-Voting Members:	
AVC Institutional Research	
Marketing & Communications Director	
Chief Operating Officer	
Notetaker: Executive Assistant, Educational Services	
Total Voting Members: 15	

Next Steps

- College Councils and Roundtable Presentations

- Implementation for Spring 2025

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