

## **Shared Governance Task Force Mtg\_5-27-2021**

### **Attendees (names taken from ZOOM screen):**

- GUEST: Heidi King
- GUEST: Karen Chow
- Laureen Balducci
- Scott Olsen
- Mylinh Pham
- Kimberly Lam
- Mary Pape
- Jim Nguyen
- Tracy C-T
- Keri Kirkpatrick
- So Kam Lee
- Tim Shively
- Jennifer Mahato

### **Discussion:**

**Conflicts in procedures (of existing PBTs) – understanding each contracts; ambiguous information; NEED to educate.**

### **College Council**

#### **Pilot Program for Campus Budget Team**

- Definition needed for the Budget Team
- Should we establish a recommendation workflow chart now
- Some big things that could be clarified in the pilot Campus Budget Committee is:
  - 1) The membership (who's got seats at the decision making table)—Pam has already been tasked by Lloyd with coming up with this, but this task force could weigh in....
  - 2) Will ALL large categories of funds be revealed/shown, including federal funds (CARES/HEERF, AANIPI if we get the grant), categorical, general

### **PRT Team to assess Shared Governance**

### **Communication needs – need a workflow for education/communication**

### **Positions –**

- Filling/Funding positions
- Request based on need
- Do all groups follow same process to get positions?
- PBTs have procedures – how does these “play” with the budget team
- Budgetary allocation – how to prioritize needs?
- Global discussion need to happen for prioritization
- Hiring Practices
- How do we get out of the conflict – contentious

#### NEXT STEPS:

1. Update original timeline
2. Invite/Email Pam Grey - what is the composition of the proposed Budget Committee?
3. Meet with each PBT
4. Meet with the President
5. Tiered Approach
  - a. Pilot Program for the Budget Committee - ADMINISTRATION
  - b. Start PRT process – TASK FORCE
  - c. Start mapping workflow for the PBTs – TASK FORCE
    - i. How does the communication work between Divisions/Departments (Planning Teams?), PBTs, Budget Committee, College Council
    - ii. Viability Committee (for Budget Reductions) – called as needed to assess programs (is this not the work of the departments/divisions; is this not the process of the program review)?
      1. Are there issues within Program Review?
        - a. What is the overall Program Health?
        - b. Improvement Plans?
      2. Student Services Program Review Process?
      3. Instructional Program Review Process?
    - iii. PBTs – What is happening?
      1. Program Reviews - GOOD
      2. Resource Request - GOOD
      3. Department sharing – GOOD
      4. Communication across PBTs – Not so great
      5. Having a voice for all the people within the college – Not so great (especially classified positions)
      6. Prioritization information – Not so great
      7. Creative budgeting opportunities - Possibility
    - iv. Outline Procedures for prioritization – TASK FORCE?
    - v. Determine ways to measure needs - TASK FORCE?
6. Update at College Council