

Participatory Governance Task Force (PGTF)

Meeting Minutes

Date: Friday, May 2, 2025

Time: 2:00 PM – 4:00 PM

Location: Zoom

I. Welcome & Approval of Minutes

- The meeting was called to order at 2:00 PM.
- April 18, 2025 Minutes were reviewed; minutes were approved unanimously.

II. Updates | Feedback-Seeking | Next Steps

- Update on Academic Senate (T. Vasquez)
 - T. Vasquez reported concerns raised in Senate regarding the assignment of the scholarship committee responsibilities, specifically around clarity of faculty/staff roles and whether the committee is led by the Foundation.
 - The need for follow-up of recommendations was raised.
- Update on Classified Senate (V. Wu & E. Guillen)
 - V. Wu reported no major concerns were raised regarding the submitted recommendations. However, classified professionals expressed ongoing concern about their ability to conduct work in participatory governance, as committee work often requires additional hours beyond their regular work schedules.
- Update on College Council (E. Guillen, J. Oxendine, J. Gilbert)
 - J. Oxendine and J. Gilbert reported that the second phase recommendations were voted in favor and that faculty reassignment load for the task force work was approved for the fall semester. Two of the three sets of recommendations have been approved now, while the last phase is on the first read.

III. PG Task Force Discussion

- Committee Structure for 2025–2026
 - Members reviewed the proposed committee structure for the next academic year under the three final phases of recommendations.
 - Members acknowledged the need for improved campus-wide communication and recognized that each constituent group must strengthen its information-sharing mechanisms. The final phase recommendation—engaging division deans in the process—was seen as a key step toward facilitating more effective communication.
 - The team endorsed the idea of a short email message to be shared by Deans/Directors campus-wide to help explain proposed changes and facilitate campus-wide understanding. This will also be brought to the President's Cabinet.
 - There was strong support for shared templates on PGTF documents to support consistent communication and transparency.

b. PGTF Annual Report (2024–2025)

- A draft of the PGTF Annual Report was reviewed.
- Members emphasized that the “Next Steps” and “Accountability” sections reinforced transparency and reliability for the task force’s efforts. These are practices to keep.

c. Parked Items | Loose Ends Discussion

- Clarification was requested on the progress of the webpage with task force & governance materials. This also created a gap for faculty to learn more about the recommendations, and the scope of participatory governance. Our resource member will assist on uploading agendas and minutes.
- There are still a lot of questions regarding the new Student Success Advisory Committee. T. Vasquez will be meeting with faculty and VPSS to facilitate communication on deactivation of the SSSP committee and its tasks.
- The spreadsheet on loose ends was praised for its transparency and its usefulness in guiding future refinements and activities.
- Team members discussed maintaining momentum and formalizing recommendations in a manner that supports institutionalization.
- E. Begg will be meeting with VPSS on the 6th to discuss the deactivation of the Student Policies and Scholastics Committee and the associated tasks.

d. Planning for Next Academic Year (2025–2026)

- More to discuss in the final meeting on the 16th.

IV. Floor Items

- No additional items were raised during the open floor period.

V. Future Agenda Items | Seeking Feedback

- Members were encouraged to share any additional feedback or items they wish to include in the final May meeting.

VI. Last Full Task Force Meeting Reminder

- The final PGTF meeting of the semester is scheduled for:
Friday, May 16, 2025 | 2:00 – 4:00 PM

Information Only

- Academic Senate: May 7, 2025 (Final)
- Classified Senate: May 14, 2025 (Final)
- College Council: May 14, 2025 (Final)

Attendance

Co-Chairs:

☒ Joanna Oxendine (Management)

☒ Tatiana Vasquez (Faculty)

Classified Representatives:

☒ Vinnie Wu

☒ Ernie Guillen

☒ Marie Maghuyop

Faculty Representatives:

☐ Erica Begg

☒ Anthony Blacksher

☒ Jeremiah Gilbert

Student Representative:

☐ Dyami Ruiz-Martinez

Management Representatives:

☐ Ray Carlos

☐ Sergio Zazueta

☒ Dan Mayo

Note-Taker / Resource Member:

☒ Shyla Cobbett