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Berkeley City College

**Leadership Council Minutes**

Wednesday, October 31, 2012

*Chair: Dr. Debbie Budd, Interim President*

**Attendees:** Linda Berry, Ramona Butler, Lilia Celhay, May Chen, Benjamin Fagan, Shirley Fogarino, Brenda Johnson, Jenny Lowood, Shirley Slaughter, Cleavon Smith, Gail Pendleton, Sylvia Espinosa, Scott Hoshida

**Guest:** Thuy Nguyen, General Counsel, PCCD

Dr. Budd reviewed the agenda and handouts which included highlights from the PBC Committee. Denise Jennings was scheduled to provide an overview of the presentation she and Scott Hoshida will facilitate at the next Leadership Council meeting but she is out of the office due to illness. The handout will be reviewed more in depth at the November 14th meeting.

Accreditation to be added to agenda.

**Highlights from PBC Committee**

AP 3900 Speech: Time, Place, and Manner, sometimes known as “Free Speech” but not to be confused with Freedom of Speech (read through document.) The time place and manner is where you have an area to be able to have people use, present, etc.

This was brought to the PBC - more discussion was requested. Dr. Budd will share with Matt Freeman to share with student government. She would also like Academic Senate and Classified Senate presidents to review and discuss with their groups.

Do we decide that the atrium will be a free speech zone? Is it the student lounge? Also, do we have a time?

Dr. Budd asked that attendees read through the document and it will be added as an agenda topic for more in depth discussion and review, at a future meeting. She will be happy to join the various meetings to help share the information and process that it is in. She restated that it is a draft document.

Dr. Budd requested that everyone bring the PBC 2012-2013 packet back to next meeting.

Jenny Lowood reported that the PBC began looking at comparison of expenditures across different districts. In our district the percentage of administrators is twice what it is at other districts in the comparison.

Dr. Budd indicated that it does need more discussion because just as the administrators look unbalanced, there were zero classified administrators and this appears to be a reporting issue. If you were to combine educational administrators, classified administrators, and classified professionals that are not 1021 then that comes to about 12% and that happens to be consistent across other large districts.

The information may not be 100% correctly coded, but great progress is being made.

**Accreditation**

Dr. Linda Berry reviewed the Accreditation Response Team: Outline for Response to R#5 document. (Document added as a handout to today’s meeting.)

This is the outline for Berkeley City College’s (BCC) response. A big part of it is demonstrating that even in the era of budget reductions, BCC continues to be effective and continues to offer quality instructional student services programs. On page two, there are several areas that ACCJC wants to know about, i.e., do we have the administrative capacity to run this college? We have to give details as to how we are doing that. What are we doing in instructional services to withstand the impact of the budget reductions? There’s a lot of student success data, retention data that will be developed into charts, graphs, pie charts, etc. to put in the report.

We are in the process of creating clearer pathways for students. In Instruction, AA-Ts and AS-Ts were created, which are aligned with the California State Universities so if students at Berkeley City College or the other California Community Colleges complete an AA-T and AS-T then they have this clear pathway to California State Universities and UCs.

Page 3 begins to show the six areas to address in ACCJC Recommendation #5.

Page 4 shows the two Eligibility Requirements that the college must address.

The first Accreditation forum will be held on Thursday, November 1st.

**Classified Senate**

* Classified Staff meeting tomorrow
* Invited to participate in Flex Day
* Ramona Butler is recruiting for the Ed Committee and Bookstore

**ASBCC**

* Day of the Dead is going on now
* Inter-district student council is focusing on financial aid reviews at the district level
* Next meeting is Friday, November 2nd

**Academic Senate**

BCC will be registered by the November 1st deadline for the CCSSE, SENSE and the faculty version. Jenny Lowood will share a sample copy of survey with ASBCC. ASBCC is not interested in including the student services portion of their survey in the CCSSE as they feel they will get better resolution on the issue if they conduct it themselves. They are interested, however, in what the CCSSE entails.

Suggestion was made that there be orientation for ASBCC student officers on how the institution works specifically, to provide an understanding of the infrastructure and who to work with. It would be great to have this orientation at the beginning of the each semester.

Ben Fagan stated that at this point there is no institutional memory and whoever is next in student government, starts at page one.

Public Information Officer, Shirley Fogarino, shared that because this is a public institution and there is government of the institution, it is important for student government to understand the players, and who interacts with whom, as an infrastructure.

**Leading from the Middle**

Dr. Budd discussed “Leading from the Middle” grant. It is how to bring faculty, staff and administrators together to help move the institution forward. Cleavon will present at the November meeting.

**Art Committee**

In the past, there was a discussion about having an art committee. With art work going up there are questions as to what should stay up forever and what should be for different time periods.

1. Is there a committee?
2. When will it meet
3. Who will it report through?
4. What is the request?

The Art Committee met one time during spring term. It was suggested that it be a sub-committee of the Facilities committee. For elevator #1 it was proposed that art students draw images of heads, hands and feet for elevator. The hope is that it the art would help to reduce the graffiti as previous student artworks have not been defaced. The suggestion was supported at the President’s Cabinet and they would like to hear what Leadership Council thinks about it. The feeling is that anything is better than it is now.

ASBCC would like a seat on the art committee if there is one.

Recommended that a header be placed with the art indicating it is students’ art work. Suggested that if there is any way, place a plastic cover over the artwork to protect it.

The Leadership Committee agrees with and supports the proposal for placing student artwork in elevator #1.

**Presentation by Thuy Nguyen**

Thuy Nguyen, PCCD General Counsel provided training on the Student Grievance and Discipline process.

-End of Minutes-

Minutes taken by: Cynthia Reese, 981.2851, creese@peralta.edu