

Berkeley City College

**Leadership Council Meeting**

**MINUTES**

Wednesday, April 30, 2014

*Chair: Debbie Budd, President*

**Attendees:** Antonio Barreiro, Carlos Cortez, Hermia Yam, Roberto Gonzalez, Cleavon Smith, Jenny Lowood, Gabe Winer, Alley Young, Windy Franklin, Fabian Banga, Jewell Soriano, Maeve Katherine Bergman, Mostafa Ghous, May Chen, Brenda Johnson, Shirley Slaughter, Lilia Celhay

**Agenda Review**

Dr. Budd opened the meeting by reviewing the agenda and welcoming guests; Dr. Eun Rhee, and Vanessa Vega.

**Equity Plan Discussion**

She noted that we have a couple of handouts and stated that we should be proud of the work we do at Berkeley City College with the success of our students transferring to UCs and CSUs. Yet when we look at the successful completion, which would be an A, B, C or Pass, we see pretty serious differences. An example provided: Fall to Spring Persistence by Ethnicity.

1. BCC’s successful completion 64%
   * White/non-Hispanics 72%
   * Asians 75%
   * Multi-ethnic 62%
   * Hispanic/Latinos 61%
   * African Americans 51%.

Dr. Budd noted that statewide, typically, African Americans students are usually more successful than Latino students.

Dr. Rhee stated that she completed a report for Peralta for all four colleges and found there is a completion gap at all of the colleges for African American students with Merritt showing the smallest gap.

The report looked at outcomes for:

* 1. Overall Completion Rate
  2. Core Success Rate (Basic Skills in English and Math)
  3. Persistence Rates – Fall to Spring / Fall to Fall

Her general impression from doing the analysis is that all four colleges show achievement gaps for African American students for all three areas above.

Berkeley City College shows the largest achievement gap for African American students when it comes to overall core success and for completion rate. She clarified that when she talks about “completion” she means, degree, certificate or transfer.

Dr. Budd stated that it is important that we look at what we are doing well and where we need to improve and to also look at all of the different areas that could help success. Funding for our PASS project, Measure B funding, could be an incredible opportunity for change.

Jenny Lowood requested a meeting with the researchers and also requested the Completion, Success and Persistence rates report as it will be helpful for the accreditation report and for publishing on the website.

Dr. Budd stated that all of the information is available on the Institutional Research website and requested that the report be sent to Lilia Celhay and they will make sure it is sent out.

Dr. Carlos Cortez and Dean Brenda Johnson urged a plan be developed.

Dr. Budd reported that we have $700K that we will be able to access for Measure B. We only have $600K of discretionary funds once we take out Securitas and parking. What’s coming to us is double, 100% and more than we currently have. It is a huge ability to impact change and it important we look at this.

Dr. Chen suggests that we focus on our own achievement gaps instead of comparing to other colleges.

When you look at Persistence – Persistence is continuing from term to term, we don’t seem to have a gap so it doesn’t seem as if we are losing the students.

Ms. Lowood said they have been anxious to see if the work they have been doing with Title III has made a difference and, in reviewing the improvement between Fall 2008 and Fall 2012, the improvement at BCC is greater than the other colleges. In her opinion, from looking at the BCC’s numbers, that it is good news. The improvements look like something that can be highlighted.

Roberto Gonzalez would like to ensure that, as part of the conversation of Measure B funds that DSPS students are included in terms of the allocation. He suggested that, as an example for not only for DSPS students but for all of the campus, more first year experience type tutoring and mentorships.

Katherine Bergman shared information and comments from a Persist and First Year Experience student focus group. Student feedback regarding what they got out it included:

* Priority registration
* Connecting to faculty
* Friends
* They felt connected to school
* Hermia Yam and Adán Olmedo cared about me doing well in school

She feels there are efforts we can make to get the word out about what we’ve been doing.

Dr. Chen reported that there are 610 awards for 2013-2014. Among these numbers there are 55 AA-Ts; 12 AS-Ts; and 295 certificates.

Dr. Budd indicated that the next thing we have to do is aggregate the data and look at how we are doing; how many are Latino; how many are African-American.

Dr. Budd summarized that this was the beginning of the discussion for closing the achievement gap and additional time is needed to look at this. She recommended:

* Continuing to find time to do this until it is integrated in all of our conversations.
* Continue this in the Fall and the remaining Leadership meeting before break.
* We keep this in mind as we talk about the PASS program and what we are going to do.

**Shared Governance Manual**

Select pages of the Shared Governance Manual were distributed to committee members. Dr. Budd noted that the document will be posted on the website. As accreditation reports are written we need to make sure we include the committee structures. By combining the Leadership Council and Roundtable meetings, there were a few additions to update for Roundtable.

Dr. Chen thanked everyone who diligently updated their committee information. She reviewed additional information that needs updating.

Dr. Budd stated that beginning next week there will be seven different opportunities/meetings for faculty, staff, administrators and students regarding communications across the entire college. We will be looking at how we communicate decisions and discussions through shared governance; asking how people like to be communicated with, and looking at the shared governance process. There will then be a larger discussion with the leadership group right before we come back for the Fall.

Ms. Lowood discussed the issue of having too many committee members on various committees and, while there are people who do come consistently, not everyone does. What happens is that everyone wants representation but you end up not having a quorum.

Fabian Banga brought up the issues of the same four to five people on various committees and how it gives the impression that they are the decision makers for the campus.

Dr. Budd stated that it’s important to let our peers know that we want their participation in our processes.

Cleavon Smith feels that we are in our infancy in developing. He stated that governance implies “representative” and he doesn’t feel that we as a campus feel confident in representation so therefore we have 15 people there when we possibly need six or seven. We have to be a little more intentional about gaining trust in representation. The other part goes also to the idea of which committee makes decisions and when you think about the flow chart, it’s faulty because all of the committees are recommending up to a decision. But right now, we can’t honestly say that happens. He added that we even communicate the faulty nature of our structure and, we are in the infancy of developing that and have to understand this as part of our growing pains and keep holding ourselves accountable.

Ms. Lowood added that as we finalize the Shared Governance Manual she feels it is very important that we have in the language that a quorum is a majority of the people who have committed to be on the committee.

Mr. Smith suggested identifying who needs to be on the committee and then recognize, in the manual, advisory roles that may not necessarily be voting committee members.

There was additional discussion on the subject of committee members and task force members.

Ms. Lowood is asking for one more pass to bring all of this to the committee for a discussion on reducing members, as the current membership is too big.

Dr. Chen will go to each of the chairs and urge them to communicate with all of their suggested members about their participants. They want to confirm the membership before the Shared Governance Manual is finalized. She suggested a timeline of two weeks.

Dr. Cortez strongly urges representation across campus to include classified representation, regardless of the number of committee members.

Mr. Gonzalez suggested taking a look at how the process within the combined body works (Leadership Council and Roundtable). Ensuring real attention and emphasis is put on the shared governance bodies and committees doing a good job of reporting back out to this body.

**Peralta Accountability for Student Success (PASS) Discussion**

Dr. Budd reviewed the draft rubric that was passed out to committee members. She highlighted that we have Measure B Parcel tax where we get approximately $8M per year for eight years for the Peralta District. The Measure B ballot language states the money is to support four year college education including providing core academic programs including Math, Science, English, STEM, training students for successful careers educating students to transfer to university and helping them with foundational skills; virtually everything except administrators’ salaries. This year we spent about $5M of the $8M for 1351; part-time faculty salaries.

In the long run, when we get funded for the growth at the state level we will be able to use our general fund dollars which will free up more of the Measure B funds. There is a carryover from last year of $1M as well as $3M that hasn’t been spent. So what’s being requested is for colleges to come up with recommendations for their share ($723K) of the Measure B funds. We have until June 1 to get that to Dr. Budd and then to the district.

Lilia Celhay reported that in an effort to provide transparency regarding the proposed budget, the $723K is being recommended to support Instruction, Students Service and the overall college. She noted that in looking at the draft rubric, they wanted to make it transparent as to what is being looked at in terms of select items for the budget. The proposal looks at our Mission, Vision, Goals and Values and a lot of effort/investment needs to be put in closing the gap.

She noted that the plan going forward is to take a look at APUs, extracting high level priorities but also keeping in line with the big picture. They are going to be populating a budget that comes from student services technology as we are behind on technology needs.

Dr. Budd reported that last Friday at the District Ed Committee and Planning and Budget Council, this is totally in line with SSSP. In October we will need to develop an Equity Plan to send to the state; we have to have our plan for funding for the SSSP and ideally it will go hand-in-hand with what we are doing with our report for Measure B.

Dr. Chen proposed a two week timeline since the report is due June 1st and faculty will be gone. She also mentioned that we need to figure out how to insert language for federal and state mandate that isn’t added as the DSPS office has underfunded for five years. She also feels that language needs to be inserted into the criteria. Her final recommendation agrees with Ms. Lowood’s to insert APU in the rubric.

There was additional discussion on the APU language in the rubric of which Jenny Lowood through was very important.

There was agreement that there is a need to find another time to meet to pull it together.

**Classified Senate**

* Classified Senate participating in a Staff Development Day. Overwhelming response at the workshops.
* Thanked Dr. Budd for coming to their meeting.
* Discussed how they can exercise change on campus and impact change at the district

**Academic Senate**

* Meeting next week – nothing to report.

**ASBCC**

* AS excited about upcoming shared governance meeting
* The newly elected will be involved in the conversation early
* AS Marketing working with the office of Campus Life to prepare information packets for students
* BCC Voice is now a class.
* Town Hall on May 7th

**Professional Development**

* People going to conferences and taking classes:
  + In Science teaching – teaching specifically for science institute
  + California math conference
  + some online training (At One)
* Scott Hoshida is going Edward Tuftee Class
* Long meeting with Liz Boner from UC World Centers where there is a project through the Department of Education where they want to have collaboration through UC and community colleges. She is going to be working with faculty inquiry groups to do some internationalizing of the curriculum as well as taking students in learning communities to UC events and getting them connected to resources that they have.
* A FIG approved for a pedagogy specific to adult learners starting over the summer.
* Friday 10-12:30 having an inquiry action symposium – people should feel free to drop in.

Dr. Fabian Banga announced a Saturday, May 10th event; 9:00 – noon.

-End of Minutes-

Minutes taken by: Cynthia Reese, [creese@peralta.edu](mailto:creese@peralta.edu), 510.981.2851