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Berkeley City College

**COLLEGE ROUNDTABLE FOR PLANNING AND BUDGET**

***MINUTES***

Monday, May 12, 2014

*Chair: Dr. Debbie Budd, President*

**Attendees:** Fabian Banga, Antonio Barreiro, Katherine Bergman, Joseph Bielanski, Ramona Butler, Sara Miller (ASBCC), Lilia Celhay, May Chen, Carlos Cortez, Mostafa Ghous, Roberto Gonzalez, Brenda Johnson, Lydia Bouzida, Jenny Lowood, Lee Marrs, Linda McAllister, Kelly Pernell, Cynthia Reese, Shirley Slaughter, Cleavon Smith, Gabe Winer, Hermia Yam, Allene Young, I Mong Lei, Vanessa Vega, Joe Doyle

**Agenda Review**

Dr. Budd reviewed the agenda and thanked Joe Doyle, Multimedia for the enlarged handouts. Lilia Celhay will share some of the work she did at the Ed Committee meeting last week. Dr. Budd highlighted the Measure B parcel tax funding that came from the voters passing $8M for eight years, for a total of $64M. A large portion, approximately $5M per year goes toward 1351. There is a remaining balance available for the colleges. She spoke of helping to support student success and funding growth. It wasn’t until 2 ½ weeks ago that we knew we were going to get approximately $500K that was going to be put in our 2014-2015 budget. Criteria had to be determined but before looking at how these are going to be ranked, Dr. Budd indicated that she wanted to note the Planning and Budget Integration Decision Making draft which was distributed and reviewed in previous meetings. She will come back to this document as there are a couple of changes to make. Lydia Bouzida, the new Bookstore Manager was introduced. Her contact information is 981-1120.

**Budget Recommendations – 3-legged stool now a bench – APU Priorities – Funding Sources: PASS, SSSP, Measure A, Fund 11, Fund 1**

Around the beginning of April, we were told we were going to receive around $722K. When we found out we were going to get that amount people started sharing ideas as to how to spend the money. The ideas varied from in-classroom/out-of-classroom support, technology, etc. It kept evolving and the latest version is around $586K. In order for us to optimize what we can do with this amount, it was decided to look at other funding sources. Ms. Celhay indicated that specific to the Peralta Accountability for Student Success (PASS) initiative, a rubric was created. The purpose of the rubric is to provide a transparent and uniform tool to communicate the decision making process for funding proposals under PASS.

She reviewed the draft rubric with attendees noting that the term “achievement gap” is now being called “opportunity gap.” She pointed out that the amount of needs noted on the draft rubric exceeds the amount of funding that we will be getting. An opportunity will be given for feedback to be provided on the needs identified.

Ms. Celhay indicated that proposals are still being submitted. Dr. Chen added that proposals for Mental Health were also provided and they are making sure no proposal is being overlooked.

Dr. Budd hopes that through a process like this, which will be ongoing, people will feel more involved in financial decisions. She stated that as she worked with the Office of Instruction last year, she stated that as the budget is being built, think of it as a 3-legged stool; General Fund (Fund 1 discretionary), Fund 11 (Grants, Basic Skills, Perkins Grant, Trio) and Measure A. With the extra money, it is now a bench.

The goal as we look at the rubric, and evaluate all of the work that was done across the college with the Annual Program Updates (APUs), is to look at our priorities as far as buckets. The $580K is virtually doubling what we have in discretionary funds.

Ms. Celhay added that the other thing specific to the PASS initiative is that we have a deadline of June 1st.

Brenda Johnson suggested changing the terminology back to “achievement gap” stating that we don’t want to sugar coat the issue and it’s not so much opportunity, it’s the completion rate.

Dr. Chen stated that we need to be very careful about proposing Student Success and Support Program (SSSP). At this point it’s supporting the core services including orientation, placement assessment, counseling/advising, and other education planning services.

High priority items will be identified through an interactive session where attendees will use post-its to identify these items. If a proposal has not made it to the list, it can be added during the breakout session.

Jenny Lowood stated that one thing to keep in mind is that we will also have the extra money in future years so it’s worth thinking about the best way to do it even if we can’t fully implement it.

Grant funding is not added to the spreadsheet. There was addition discussion regarding information not included on the spreadsheet.

Dr. Budd requested attendees put on their calendars Monday and Tuesday, August 11th and August 12th, a college-wide retreat.

Fatima Shah stated that in terms of closing the opportunity gap we have to look at the student’s perspective as well. Referring to EOPS she indicated that they are already established and have an identity on campus and each semester they turn away more students than they serve. They are funded to serve 110 students and they serve 250 each year. This is because the community has a need for their services. She indicated that we should focus on programs that are established but are underfunded like EOPS. She also recommended changing the language back to “student achievement “or “closing the equity gap,” as that is what they do.

Allene Young added that one program doesn’t fit all and the equity plan is for males in particular, who need specified services. She added that she is, however, passionate about the need for EOPS.

Hermia Yam reminded everyone that the data they have for 2014-2015 will be used for future funding formula. As we grow in the next 20 years, how will we use the SSSP money?

Ramona Butler stated that for some of the programs that we have on campus, we need to reorganize those programs to fit what we are doing now.

Roberto Gonzalez added that DSPS is also underfunded. If it’s properly funded, we could also view a program such as DSPS as mandated, as a way of generating FTES.

The group then began the interactive exercise; at the end Dr. Budd thanked everyone for their participation and energy. She indicated that this is the first blush and we will spend time on it again on Wednesday, May 14th at the Leadership Council meeting. Additional proposals can be added at any time during the next week.

**Mission, Vision, Values - Approval/Endorsement/Reaffirmation – Reaffirmation by Academic Senate May 7, 2014.**

Dr. Budd reviewed Berkeley City College’s Mission, Vision and Values statements.

Ms. Shah participated on the committee reviewing these statements and reported that their group decided that our Mission does not need any revisions. The Mission represents what we do and adding to it will take away from our purpose. Also, the Vision and Values are consistent with our Mission. Our statements are representative of what we are doing and are already embedded in our programs. It will be kept as is and evidence will be provided to show how we are supporting our statements.

Next Monday we will agree or accept the work of the committee and reaffirm what exists. It will then go to the Board for re-adoption.

Mr. Gonzalez would like to have Classified Senate sign off on the statements. They will be meeting again on Thursday, May 15th.

Action item for Cynthia Reese is to forward the statement to Mr. Gonzalez.

**Goals and Accomplishments for 2013-2014**

*Information/Discussion/Possible Proposal for Funding*

Dr. Budd referenced page nine of the stapled agenda packet and provided background on the development of the Accomplishments and Activities. She requested that the document be reviewed and any suggestions be sent to Dr. Carlos Cortez (Office of Instruction) and Dr. May Chen (Student Services). They will then be integrated and shared at next Monday’s meeting. Follow up will also take place at Leadership on Wednesday.

Also next week and at Leadership on Wednesday, will be a review of the Shared Governance Manual updates. Some of the terms are being “tweaked.” Dr. Budd reviewed pages 4 and 5 of the agenda packet containing the draft Committee Flow Chart and the draft Planning and Budget Integration and Decision Making flow chart.

**Shared Governance Reports**

*Ed Committee*

* Focused much of the time on the budget PASS, SSSP and Equity
* Went over today’s documents briefly.

Dr. Vanessa Vega was introduced.

*Technology Committee*

* Meeting on Wednesday, May 15th
  + - From a district perspective: Ongoing work on a District Technology plan which our college level technology plan will feed into.
    - Shirley Slaughter and Business Services are assisting with a three-year IT spend history. The idea is that it will inform district-wide IT funding strategy.

*Facilities Committee*

* Looked at processes around public art display on campus. Looking at guidelines at some of our sister colleges around the state. Working on guidelines that will help us fine-tune the process to get art visible and in a rotation.

**Other**

A Fall Flex Day flip chart is on the wall. Additional post-its suggesting topics are welcome.

-End of Minutes -

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