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Berkeley City College

**COLLEGE ROUNDTABLE FOR PLANNING AND BUDGET**

***MINUTES***

Monday, May 19, 2014

*Chair: Dr. Debbie Budd, President*

**Attendees:** Fabian Banga, Katherine Bergman, Jewell Soriano, Lilia Celhay, Carlos Cortez, Mostafa Ghous, Brenda Johnson, Jenny Lowood, Cleavon Smith, Hermia Yam

**Agenda Review**

Dr. Budd opened the meeting by asking if there was anything anyone wanted to share or add to the agenda. She thanked the PASS Funding discussion group who met this morning to walk through the rubric to come up with draft recommendations to share at this meeting; for submitting the document on June 1st to the district.

Dr. Budd talked about the work being done to increase student success and closing gaps such as achievement, opportunity, completion gaps. She referenced a New York Times article, “Who Gets to Graduate?” which featured a University of Texas pilot that showed a 45 minute video to students, resulting in more than 10% increase in their success rate. The article talks about the difference in means of funding and students who come from a low social economic status and the graduation gap.

Dr. Budd highlighted additional pieces of the article and noted that she wanted to share this as it helped her realize that everything that will be identified with this new funding can be the extra piece that makes a difference in our students’ lives for their success.

**PASS Discussion**

Lilia Celhay went over the rubric and pointed out language added to the bottom.

* *Proposals will be reviewed under two categories:*
	+ *Category 1: Meets overarching criteria*
	+ *Category 2: Although it does not meet all the elements of the overarching criteria, proposal provides an opportunity for innovation and closing the equity/opportunity/achievement gap*
* *Category 1:*
	+ *Proposals must first meet the overarching criteria to be considered*
	+ *Data from APUs will be analyzed and prioritized to determine which needs will be considered for funding*

Ms. Celhay reviewed the PASS Prioritized Funding Draft noting that the proposal review process was inclusive, democratic, open, equitable and transparent. Along with Ms. Celhay, participants included: Brenda Johnson, Carlos Cortez, Dolores Harshaw, Fatima Shah, Hermia Yam, Jewell Soriano, Ramona Butler, Roberto Gonzales, Windy Franklin, Jenny Lowood.

For recording and documentation purposes, Dr. Budd pointed out that although the document shows the draft date of May 15, 2014 at the top, the document reflects the updated draft date of May 19, 2014 in the lower left-hand corner. She stressed that although the document looks “official” it is a draft of the meeting outcome which was held just prior to today’s Roundtable meeting, and there is still room for discussion and revisions.

Ms. Celhay noted that in the first column, anything highlighted has been changed in some manner. She reviewed some of the changes and recommendations were made in some of the areas based upon her report. It was stressed that the document was a draft and a work in progress.

Dr. Carlos Cortez expressed that the team spent a lot of time reviewing and prioritizing the funding; flushing out some of the items because there was a budget, because there was a proposal, and that there was deliberate intentionality about how to implement, revise or expand the program moving forward. He noted this to say he would hate to see that work undone in this meeting. He also noted that 13, 14, and 19 should be highlighted.

There was additional discussion on the proposal process and the correlation between the rubric and the overall points.

Ms. Celhay indicated that they will be looking at other possible ways to fund requests that were not funded or the funds decreased.

An attempt to capture all post-it items from the enlarged chart was made and attendees were encouraged to let Ms. Celhay know if items were missed.

It was suggested to have a conversation before the semester begins on ensuring the impact of the proposals.

Dr. Budd referenced #1 (Counselor/Outreach Specialist: ADT and CTE (1 position) and its importance. She believes it may qualify under SSSP and then would make the other more visible in the PASS; the ADTs, the faculty mentoring, the task force work, and have that all under a bucket and have the other in SSSP. She stated that maybe we just agree to flip them over now. Faculty mentoring stipends would come to PASS and the Counseling/Outreach Specialist would go into SSSP. Faculty Advisor stipends and ADT task force stipends would be $55K.

Dr. Budd stated that when the proposal is handed out to everyone, we need to make sure all of the funding requests are visible at the same time. She motioned to move proposal of expenditures recommended, with amendments that can be transferred to SSSP and PASS; and also Special Projects. Second by Brenda Johnson. All in favor. Opposed -None. No abstentions.

**Mission, Vision, Values**

At Roundtable, as well as at Leadership last week, a task force came together and reviewed our current Mission, Vision and Values. They discussed if any changes were need or if anything needed to be included. The group recommended no changes and the document was forwarded to Academic Senate who reconfirmed keeping it as it is. Roberto Gonzalez sent it out to Classifieds via email for recommendations and feedback. Responses were to be directed to the Standard IA committee. He will follow-up by the end of today for any concerns or changes. He will update this group and, provided no changes are made and it is approved by Classified Senate, he will document it.

Jenny Lowood recommended removing the colon after “include” in Values and rewording to read, “Our values include the following:” Motion made by Fabian to accept the Mission, Vision, Values statements, seconded by Jenny Lowood based upon pending approval by Classified Senate. All in favor. Opposed - None.

**Shared Governance Flow Chart**

Dr. Budd reminded everyone to calendar, August 11th and 12th for college-wide retreat. Page 22, DRAFT – Committee Flow Chart, was referenced and Ms. Lowood feels page 21, DRAFT – Planning and Budget Integration and Decision Making\*, is not needed. Inputs could be placed on the bottom. District Strategic Goals can be added. Recommended to adopt page 22 and put a pin in page 21. A motion was made by Jenny Lowood to move forward with page 22 as we are doing our self-evaluation documents. Second by Lilia Celhay. All in favor. Opposed – None. Abstentions – None.

**Accreditation**

The work has gone from team leaders and team to the writers. The writers are supposed to get their drafts to Jenny Lowood by the end of the semester. One or two have requested an extension.

*Tech Committee*

Dr. Fabian Banga indicated that the district is asking for a budget of items that we have for the last two years. They need it by the end of the summer.

 *Education Committee*

Ms. Celhay reported they will be looking at the Education Master Plan which needs to be revised/updated and the deadline is November 30th. She will be working on a plan to initiate the work. It’s a big project and she will be presenting that during the next Ed Committee.

*Facilities Committee*

No report.

**Other/Closing**

-End of Minutes -

Minutes taken by: Cynthia Reese, creese@peralta.edu, 510.981.2851