

Berkeley City College
College Roundtable for Planning and Budgeting
MEETING MINUTES

Monday, September 12, 2022

Members Present: Claudia Abadia, Skyler Barton, Sean T. Brooks, Ramona Butler, Matthew Freeman, Angélica Garcia, Kuni Hay, Djenilin Mallari, Carolyn Martin, John Nguyen, Tom Rizza, Mazin Saeed, Phoumy Sayavong, Andrea Williams, Stacey Shears

Guests: Camille Verbera, Joseph Bielanski, Jr., Carolina Martinez, Christine Trowbridge, Danielle Spencer, Dana Cabello, Gail Pendleton, J Inocencio Williams Murrieta Mendez Saint-Saenz, Brenda Johnson, Chris Lewis, Martin De Mucha Flores, Lisa Cook, Richard Kim, Mary Clarke-Miller, Randy Yang, Natalia Fedorova

Tri-Chairs: Angélica Garcia, President; Matthew Freeman, Academic Senate President; Andrea Williams, Classified Senate President

AGENDA AND DISCUSSION ITEMS
<p>1. Roll Call / Review Agenda</p> <p>Co-chair Freeman called the meeting to order at 12:22 pm.</p> <p>Motion to approve agenda by: Tom Rizza Second by: Ramona Butler Votes in favor: 8 in room, 6 online Objections: 0 Abstentions: 0 Motion passes with 14 votes</p>
<p>2. Review Minutes</p> <p>Co-chair Freeman requested a review of the 12:24pm minutes.</p> <p>Motion to approve minutes by: Stacey Shears Second by: John Nguyen Votes in favor: 7 in room, 11 online Objections: 0 Abstentions: 0 Motion passes with 18 votes</p>
<p>3. ACCJC Follow-Up Report</p> <p>Leader: Kuni Hay</p> <ul style="list-style-type: none"> VP Kuni Hay presented key items from the follow-up report. This is the second time Kuni is sharing with Roundtable, report is due Oct. 31st. Kuni is asking for endorsement so that it can go to Board of Trustees during 9/13 meeting. December 2020 submitted ISER to ACCJC, accreditation team made virtual visit and sent recommendations to BCC and District in March 2020, BCC placed on probation in June 2020, a follow-up report and teach out plan were submitted and a follow-up visit made in October 2021, 10 recommendations made to the district in November 2021, and sanctions were elevated from Probation to Warning with 6 recommendations made for District to address. VP Hay notes that this followed the typical, expected process: information given, warning issued, show cause, potentially lose accreditation VP Hay working with District to to address current recommendations due to ACCJC by October 1st. Currently conducting roadshow with AS, CS, then Board on 9/13. 2nd read and approval on 9/27. Final document must be sent to ACCJC on 10/31.

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- VP Hay notes that BCC is making great progress, consultant is optimistic. Three issues to resolve this month: financial planning and stability at District, audit at District, restructuring at District. Resolutions must be met by January 2023.
- Andrea Williams moves to endorse
Seconded by Sean Brooks
No further discussion.
- Stacey Shears calls to question, goes to vote. 8 in favor in room, 13 total, motion passes.

4. 2022 Self-Eval Survey Results for Roundtable

Leader: Matt Freeman

- Tri-Chair Freeman introduces the topic by providing context that all governance comes through Roundtable, recommendations go back to constituency bodies.
- 2022 Self-Eval survey results had sample size of 7 respondents (of 20 members). Asked about progress, charge of Roundtable and whether Roundtable is fulfilling objectives as highest committee of the BCC. Quantitative metric (Committee Performance) provides empirical data and insight/sense of Roundtable.
- Last year, Roundtable revisited the charge of the Roundtable Committee. Tri-Chair Freeman suggests reviewing goals and objective of Roundtable would be something to revisit this year as Phoumy did not receive any goals from Chairs.
- Data from survey conveys BCC's commitment to student-centered success and equity work. Progress here in Roundtable is quantified in responses to Committee Performance.
- Q: Were survey results reviewed from the previous year (2021)?
A (Tri-Chair Freeman): No, but that question encourages accountability for reviewing in the future.
- Tri-Chair Freeman encourages Roundtable members to make note of modifications and recommendations to make to Roundtable's charge as there was only 1 response on last year's survey.
- Comment (Phoumy): Though questions and responses were framed as they are, so much time has passed, without going back to it, therefore highlighting the importance of circling back so that it stays at everyone's forefront if changes are being made in result of others' feedback. Phoumy also mentioned being amenable to feedback about survey itself (IPC prepares survey, welcomes feedback).
- Q (Natalia): Only 7 people responded? How many members? What was the proportion of Classified and Academic Senates?
A: Last year, 20 members (35%). Disaggregation of respondents is not readily available. Phoumy adds that though he can disaggregate the respondent data, there is a risk of losing anonymity when the sample size is so small.
- Respondents provided qualitative data regarding what Roundtable does well, but Tri-Chair Freeman also highlights that it is helpful to consider critical feedback and highlight opportunities for growth. For example, there was an ask to provide Roundtable with a presentation on budget and how it relates to grants, discretionary funds, etc.; another suggestion to reserve 10 min at each meeting for one dept to present an update of their needs and plans for the future.
 - Tri-Chair Freeman asks whether this is the space for that considering the charge on governance.
- VPSS Shears notes that this is really rich for discussion, encourages members to ask about the

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identity of Roundtable and what the needs are for governance and overall needs of the BCC community. Also comments that perhaps these may be considerations for IPC.

A: First qualitative response discusses identity, such as whether “Budgeting” is needed in the title considering the existence now of IPAR.

AG comment: Current schedule (1-hour 2x a month) might necessitate reconsidering whether this is enough time for the needed discussions and also encourages members to consider where preliminary discussions may occur first before reaching Roundtable. Another struggle with shared governance is operational (e.g. President’s signature, endorsing) must be done in collaboration.

- Tri-Chair Freeman proposes coming back to discuss the value of the survey and goal-setting, and continued reflection of what has been accomplished.

5. BCC Parcel Tax 2-Year Plan

Leader: Kuni Hay & Stacey Shears

- Bond that passed (Measure E) is good for 2020-2028 (look at PPT for more details).
- VPSS Shears and VP Hay completed plan for 2020-2022, now presenting plan for 2022-2024 to ensure they are bringing it through the appropriate governance spaces such as bringing back information and feedback from Citizens’ Oversight Committee.
- 2-year spending plan based on AP6741. This year, \$1,653,315.98 given to BCC, roughly estimated contribution of funds (listed on PPT).
- This year, one change is to expand Student Ambassador support (Oversight Committee is particularly interested in this). Student Ambassadors respond to chats, produce campus ID cards, help with registration process, navigate with CS/ConnexEd, staff front desk, etc. Full-time counselors and now with parcel tax this includes part-time counselors.
- Q (Richard Kim): In PPT, as VPSS Shears spoke about what is funded by parcel tax. Is that in PPT?
A: It is detailed more so in the report (linked on PPT).
- VP Hay takes a moment to introduce Richard Kim who is a new History instructor.
- President Garcia thanks VPs Hay and Shears for their efforts on organizing this and collaborating with colleagues across campus.

6. Roundtable Membership Update

Leader: Angélica Garcia and Matt Freeman

- Tri-Chair Freeman comments that this topic was broached not only during retreat but also during 8/29 Roundtable and respective constituency body meetings. Chairs and governance committees have been working with members to update the Governance Handbook. Roundtable was the last group to do this. After incorporating all of that feedback, the updated Roundtable page of the Handbook is presented.
- Tri-Chair Freeman asks for review of the document, not of specific individuals but of the framing of appointments of members. This also reflects the change to the Tri-Chair model with representation from Administration, Academic Senate, and Classified Senate formally reflected in charge. Addition of 3 Administrator appointments, 3 Faculty, 3 Classified, plus additional support for ASBCC from the Director of Student Activities and Campus Life
- Tri-Chair Freeman formally seeks endorsement for this change.
- John Nguyen moves to endorse, seconded by Mazin Saeed. Open for discussion by Tri-Chair

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Freeman at 1:05pm. Tri-Chair Freeman moves to vote. Motion passes with 12 votes.

- Tri-Chair Freeman sends a huge thank you to Joseph Bielanski, Jr. and Barbara Des Rochers and former Lead Chair of Chairs Tim Rose for their service of 2+ years. Completely new team for 2022-23, invites new faculty appointees to introduce themselves.
 - Carolyn Martin teaches history, is dept co-chair of Arts and Cultural Studies. Came in 2016, glad to be back with Roundtable.
 - Skyler Barton is excited to be here, counselor with Society of Scholars. Is a family member, a father, lifelong community member of Berkeley.
 - New VP of Academic Senate is Gabriel Martinez, currently not present.
 - Claudia Abadia, new Lead Chair of Chairs, chair of math dept, excited to be here. Was previously Chair of Chairs in 2017.
- Andrea officially welcomes Ramona Butler, Gail Pendleton as voting members. Waiting for one more, will announce at a future Roundtable.
- AG comments that 3 Administrator appointees will be Sean, Stacey, and Kuni, or designees. Other previous members may still attend the meeting as colleagues as well.

7. EMP Steering Committee

Leader: Angélica Garcia

- Roundtable is responsible for large institutional efforts, big one upcoming is EMP. As discussed during 8/29 Roundtable, President Garcia wants to create a steering committee. She moves to present the Steering Committee proposal.
- Tri-Chair Freeman recommends that these documents, especially those with action items, be reviewed prior to Roundtable meeting.
- Phoumy comments that there is a faculty on special assignment supporting EMP, but does not count as a faculty representative on Roundtable.
- John Nguyen moves to vote, seconded by Kuni Hay.
- Q (Mazin): For student representation, must it be a student representative or any student?
A: As ASBCC President, it would be your (ASBCC President's) purview. Then, inform President and EA Djenilin.
- President Garcia comments that this Steering Committee is integral to informing the EMP which will guide BCC for the next 5-7 years.
- Motion passes with 12 votes, 1 abstention by President Garcia as she brought the action forward.

8. Participatory Governance Updates - Integrated Planning Committee / Integrated Planning & Allocation Resources / Facilities Committee / Tech Committee

Integrated Planning Committee (Stacey Shears/Kuni Hay)

- Will pass for today.

Integrated Planning & Allocation Resources (Sean Brooks / Phoumy Sayavong (?))

- VPAS comments that more information on budget process will be presented in the future. IPAR is conduit/committee that will process budget information, then bring to Roundtable; recommendations are to be made at IPAR for budget process.
- 1st budget reading is 9/13, next one is 9/27. After finalizing, will return to explain BCC's role.
- 1st IPAR meeting is 9/13 at 2:30pm.

Facilities and Health & Safety Committee (Sean Brooks/John Nguyen)

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- 1st meeting re: Safety Committee, which is responsible for active shooter training, de-escalation training, etc. Will soon host training for floor monitors.

Technology Committee (Lisa Cook/Mary Clarke-Miller)

- Same status in May. There is now a caffeine cart available in the 451A/B conference room. Supplemented Room 324 with 9 computers, some hard drives to extend life of lab for another year until future funds are determined. Laptops are coming in; supply chain issues still persist. Waiting for an update on infrastructure plan. Recommend that project moves forward, bids still coming in.

9. Governance Updates - Faculty Senate / Classified Senate / ASBCC

Academic Senate (Report by Matthew Freeman)

- First meeting is to be scheduled

Classified Senate (Report by Andrea Williams)

- Had 1st meeting last Wednesday (September 7, 2022), great to see everyone in hybrid environment.
- Special meeting planned for 9/24 to endorse ACCJC follow-up report, will also discuss project regarding IEPI grants.
- Tri-Chair and CS President Williams asked for volunteers to be part of the planning committee. All to be discussed during 10/5 regular meeting.

Associated Students of Berkeley City College (Report by Mazin Saeed)

- Mazin and Executive Board will review applications for ASBCC, applicants should hear back by next week. Aiming to have a full board and appoint students to each of the committees.
- Club Rush 9/23 12:20-1:20pm in Atrium.
- Latinx Heritage Month starts, Radio 50 launch
- Mid-Autumn AAPI LEAD club, will pass out mooncakes Mon-Fri.
- Food Pantry every Wednesday, available to students and faculty.
- Students who applied for Clipper Cards can pick them up at the 1st floor front desk.
- ASBCC approved funding for 2 students (Noel and Mazin) to attend Congressional Black Caucus Annual Legislative Conference in Washington, D.C. 9/28 to 10/2 with other Peralta students, Ramona Butler, and other district members.

10. Announcements

- Martin: Latine/x Heritage Month coming up this month, more information will be available on social media; Tom also sending out announcements.
- Mary: First virtual production academy meeting with 6 of 8 attendees. Intention is to create environment where students can fast-track through virtual production associate and certificates
- John: Celebrating Constitution Day this week and next week, helping to register students to vote for November elections.
- John: Tomorrow is first broadcast of Radio 2050, interviewing lots of people for Taco Tuesday and Latine/x Heritage Month
- President Garcia reminds everyone that there is a Board of Trustees meeting tomorrow, September 13.

11. Adjourn Meeting

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The meeting was adjourned by Tri-Chairs Williams at **1:30** pm.

Next Meeting: Monday, September 26, 2022, 12:20-1:30pm in Conference Room 451 A/B and via Zoom

Minutes from recorded transcript: **Djenilin Mallari, (510) 981-2851, dmallari@peralta.edu**