

Members Present: Carolina Martinez, Carolyn Martin, Claudia Abadia, Djenilin Mallari, John Nguyen, Joya Chavarin, Kuni Hay, Matthew Freeman, Ramona Butler, Sean Brooks, Skyler Barton

Guests: Camille Verbera, Catherine Nichols, Chris Lewis, John Saenz, Joseph Bielanski, Jr., Lisa Cook, Lissette Maria Flores, Luis Chavez, Martín De Mucha Flores, Mary Clarke-Miller, Natalia Fedorova, Phoumy Sayavong (proxy for Andrea Williams), Randy Yang, Richard Kim

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

AGENDA AND DISCUSSION ITEMS
1. Roll Call / Review Agenda
<p>Tri-chair Freeman called the meeting to order at 12:22pm.</p> <p>Motion to approve agenda by: John Nguyen Second by: Carolyn Martin Votes in favor: 10 Objections: Abstentions: Motion passes.</p>
2. Review Minutes
<p>Tri-chair Freeman requested a review of the February 27, 2022 minutes.</p> <p>Motion to approve minutes by: Carolyn Martin Second by: Skyler Barton Votes in favor: 10 Objections: Abstentions: Motion passes.</p>
3. ACCJC 22-23 Annual and Fiscal Report update
<p>Leader: Kuni Hay, Phoumy Sayavong, Sean Brooks</p> <ul style="list-style-type: none"> • As Matt displays two documents from ACCJC (2023 Annual Report, 2023 Annual Fiscal Report), Kuni explains that it is time for submission to ACCJC. One of the major ways that ACCJC catches institutional operational health is through the annual and annual fiscal reports. She informs everyone that she, Phoumy, and Sean have received the report instructions and survey and are working on them. The form is the same as in the past, no anomalies or surprises. They will bring back content to Roundtable on the April 10 meeting. She acknowledges that ACCJC released these documents later than anticipated, whereas they would normally provide the draft with numbers to Roundtable during one meeting, then follow-up with a second for endorsement. This doc is due to ACCJC on April 14, hence BCC team will bring the doc back to Roundtable on April 10 to submit by then. It is very standard information with headcount enrollment of last three years with student success, increase/decrease, degree-applicable enrollment, etc. <i>See document for details.</i> <ul style="list-style-type: none"> ○ Kuni highlights the Dual Enrollment (DE) section as an example: Has the number/percentage of sections offered in the last three years increased or decreased?

- Phoumy always helps with institution-set standards, aspirations of BCC. This year is particularly meaningful because of the EMP process wherein we have been thinking about DE increase based on 2 EMP questions. Kuni notes that BCC will not have to provide baccalaureate degree information as BCC does not confer bachelor's degrees.
- Phoumy reiterates that this is unique because on the far-right column, the deadline to set aspirational goals was last academic year (end of FY22). Still take it seriously using prior years for reference, even though year has already passed.
- Q (Lisa): Where are these archived? There is a button on the website for "Archive," but it stops a few years ago.
A (Kuni): Should be posted, will ask Tom to add under accreditation.
A (Phoumy): A roadshow was completed, therefore all committees have a record of visits.
- Sean explains regarding the Annual Fiscal Report that most data is/was gathered from overall District numbers. They have reached out to the District and will meet soon. Tracks overall revenues, overall stats related to OPEB liability. Questions regarding audit status, modified or otherwise. Carried forward from prior year, will update for this year.
- KH requests agendaizing this on 4/10 Roundtable for review and endorsement.

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

Integrated Planning Committee (Stacey Shears/Kuni Hay)

- Kuni: Stacey is at CSSO Conference. Met on 3/9, primary discussions were regarding ACCJC reports as IPC is institutional; Update on EMP (where we are) and draft. IPC is reviewing and providing feedback through EMP website (as shared by Tom). Stacey shared IEPI update, submitted report as she and Sean are key connectors with IEPI. Stacey submitted the report to IEPI to access \$200k, to be able to do what BCC set out to do (Classified Professionals professional development, general onboarding professional development, part- and full-time faculty onboarding, etc.). Can use funding for these activities. IPC recommended connecting with PD Committee as there is some overlap.
- Discussed Brown Act meeting update, clarified interpretations from District Legal.
- Next meeting on 3/23. Announcement that APU Prioritization has been shared to IPAR.

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

- Sean: 2 meetings since last Roundtable. 2/28 -- IPAR met and had reps from District (Dr. Francisco Herrera + Debra Ludford, consultant) to provide information on enrollment and achievement. Posted to IPAR website. Tracking YTD, presentation on budget. 3/7 meeting where they had APU presentations, one from the Office of Instruction (Kuni) and the other from Business & Administrative Services (Sean). Offices of the President and Student Services will respectively present on 3/21 at the next IPAR meeting. After that meeting, recommendations will be brought to Roundtable (4/10). At this time, no money is left over from discretionary funds for requests there, but will carry out process to bring to Roundtable with recommendations and endorsement.
- 3/21 next meeting with 2 more APU presentations.
- Q (Lisa): Where is the IPAR page on the website?
A (Sean): Will look for it.
- Q (Matt): To confirm, is IPAR requesting to agendaize IPAR recommendations on 4/10 to take action?

A (Sean): Yes, recommendations will be made to the President to accept recommendations from IPAR from APU prioritized items (presentations).

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

- John: Met on 3/10, discussed 2118 Milvia update, District facilities update, facilities room requests. Facilities Room Request – discussed having space for Basic Needs Center as required by state. Currently identifying a room for this space.
- Sean: District Facilities VC Atheria Smith attended the meeting to provide updates regarding the front door. Infrastructure work should continue soon, which was approved. The delay is due to supply availability. Door should be entirely fixed by this fall, temporary fix now.
- 2118 Milvia: plans are at District State Architect’s Office. Plans should come out of DSA by March/April to move forward with next steps. Hopeful for demolition in Summer 2023. Working on contract with general contractor and whether they will continue. Critical to get through DSA at this time.
- Next mtg is on 4/14.
- Q (Matt): To clarify, is it a question whether the current contractor will stay on?
 A (Sean): Yes, per Bond meeting. Still in discussions about pricing over contract. Have not yet seen gross maximum price (GMP) contract with Board because District and contractor are still in discussion regarding those items.

Technology Committee (Chris Lewis/Mary Clarke-Miller)

- Met on 3/2, went over available funding lines to continue with refresh fund. Chris identified \$55k in funds for emergency HEERF funds to help refresh funds for faculty laptops. Have allocated \$57k from regional budget for Strong Workforce. Won’t fill out lab, but at least won’t be empty. Hopefully in place by Fall. Training has started at District. There is an issue with website work, slight delay as vendor is outside of the US. Tom is figuring out how to make this happen.
- Kuni clarifies that – laptops purchased on the list for Year 3 are not just for faculty, but also staff and administrators. Some requests that came through the IPAR process were addressed, but being caught up for 3rd year (this year). Refresh plan list updated.
- Mary asks that administrators and all keep asking where the bond money is.

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

Academic Senate (Report by Matthew Freeman)

- Met on 3/1, took action to endorse resolution on adoption of “Low-Cost Textbook” definition which came from Affordable Materials Committee who did this work in partnership with other Peralta Colleges. Jenny Yap is working to get this on DAS agenda to formally endorse the definition. Particular shoutout to team who was plugged in to student conversation. Jenny and Heather went to ASBCC a couple of times in fall and spring to get student feedback about initial thoughts and direction, and student input was incorporated into the definition. Hopefully BCC will eventually implement an icon on the catalog next to courses that meet this definition as another tactic to increase enrollment (not just ZTC, but also more affordable/low cost).
- Also heard updates from different standing committees, including PD. Excited that midterm Flex Day is tomorrow. New modeling of schedule, look forward to hearing from PD team about how that will work.

- Heard from AANAPISI efforts. Susan Truong gave updates about AAPI Project, exciting to hear as well. Heard updates from EMP Steering Committee (Fatima) about draft, gave feedback. Matt thanks Fatima and the EMP Steering Committee for their work.
- Next Academic Senate meeting is this Wed, 3/15. Will look at recommendation from Fabian Banga as point coordinating with Chairs Council to put together disciplinary equivalency list.
- In Academic Senate, when Kelly Pernell was President, Opus Award (faculty to faculty), named after Opus comic strip that started in Berkeley. Charlottee Lee was holding it. Now in Melina Winterton's hands, received for all of the work she has been doing. Will share that award with Janine Greer. Melina will hold onto Opus, every faculty who receives the award adds a "totem" to it. Melina will bring back in the fall, where they will pay it forward to next faculty member.

Classified Senate (Report by Phoumy Sayavong, o/b/o Andrea Williams)

- Met last month to discuss President's Award. Hoping to forward that person to District and State for the CP statewide recognition. Classified Senate executive roles/terms will end this year, reopening apps by end of Spring. Scott presented regarding Flex Day at the last meeting. Getting assistance from RepresentEd, a rep came in to talk to Classified Professionals about their interests in personal PD, whether promotion or strengthening skill sets, etc. Will follow up on more to come for next meetings.

Associated Students of Berkeley City College (Report by John Nguyen, o/b/o Mazin Saeed)

- ASBCC has really been successful this year as they've been able to fund multiple events this year. Women's Leadership Club has been hosting many events this month. Gives props to that particular club, had panel last week.
- Food distribution (groceries and meals) on Tuesdays, students taking initiative to provide as much as they can to students. Students really enjoying being in the Atrium and Student Lounge to put on their events.

6. Announcements

- Carolyn: Shout out to VP Shears for fabulous screening of *The Woman King* as well as to Christine Trowbridge. Fabulous for putting context together, wonderful event for so many people. Some students attended and enjoyed. Huge thank you to Christine and Dr. Shears.
- Carolyn: Tomorrow at District Office, Tenure Celebration for 2 faculty members to ratify tenure: Ben Allen in Computer Science dept, Peter DuBois in Business. Honored tomorrow 4-6pm. Also, May 5 EOY Celebration will include tenure recognition.
- Q (Skyler): Plans to continue Free Meal Tuesdays in the fall?
A (John): Yes, many basic needs funds. Will offer in fall, may also add another day in the week.
- Q (Martín): Will tuition be free for fall at BCC?
A (Sean): Were utilizing HEERF funds for FY23, too early to tell. Will have to wait from District about more sources. Likely not unless there are additional resources.
A (Martín): HEERF funds will be spent by end of fiscal year, which hopefully incentivizes students to enroll in more.
- Matt: East Bay Hip Hop and Politics past event, shout out to Martín. Thanks to Dr. Shears and Dr. De Mucha Flores for visiting his classroom. Classroom visits are great to bring awareness to various resources. Matt also thanks Izzie Villanueva for coming to his class. He encourages reaching out to faculty to provide resources, recommends that faculty give a few minutes at the

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beginning or end of their class to make announcements. Students are always looking for ways to be civically engaged.

- Martín: Some students showed up to the end and did their own spoken word/rap, inspired in the moment.

7. Adjourn Meeting

The meeting was adjourned by Tri-chairs Garcia, Freeman, and Williams at **1:02pm**.

Next Meeting: Monday, April 10, 12:20-1:30pm, Conference Room 451A/B and via Zoom

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