

Berkeley City College  
**College Roundtable for Planning and Budgeting**  
MEETING MINUTES  
Monday, February 12, 2024

**Members Present:** Carolina Martinez, Carolyn Martin, Denise Richardson, Djenilin Mallari, Gail Pendleton, John Nguyen, Joya Chavarin, Kristiyan Klichev, Kuni Hay, Matthew Freeman, Phoumy Sayavong, Ramona Butler, Sean Brooks, Skyler Barton, Stacey Shears, Thomas Rizza

**Guests:** Andrea Williams, Catherine Nichols, Chris Lewis, Dana Cabello, Jasmine Sumandal, John Saenz, Joseph Bielanski, Jr., Lilia Celhay, Lissette Flores, Luis Chavez, Natalia Fedorova, Skyler Barton

**Tri-Chairs:** Denise Richardson, College President; Matthew Freeman, Academic Senate President; Tom Rizza, Classified Senate President

AGENDA AND DISCUSSION ITEMS
<p><b>1. Roll Call / Review Agenda</b></p> <p>Tri-chair <b>Richardson</b> called the meeting to order at <b>12:22</b>pm.</p> <p>Motion to approve agenda by: Sean Brooks            Second by: John Nguyen            Votes in favor: 13            Objections: 0            Abstentions: 0            Motion passes.</p>
<p><b>2. Review Minutes</b></p> <p>Tri-chair <b>Richardson</b> requested a review of the <b>January 29, 2024</b> minutes.</p> <p>Motion to approve minutes by: John Nguyen            Second by: Joya Chavarin            Votes in favor: 13            Objections: 0            Abstentions: 0            Motion passes.</p>
<p><b>3. Public Comment</b></p> <ul style="list-style-type: none"> <li>None.</li> </ul>
<p><b>4. Motivate Lab – PD for furthering BCC’s AB 1705 implementation</b></p> <p>Leader: VPI K. Hay</p> <ul style="list-style-type: none"> <li>All have an opportunity to participate. Today, VPI Hay will share what the Motivate Lab is, how it came about, and how we are moving forward with the plan. This presentation is part of a roadshow to participatory governance. She shared this with Chairs last Friday, February 9.</li> <li>AB 1705 came about as research shows that placing students in college-level math and English classes shows that they succeed at much better rates. The Equitable Placement, Support and Completion Funding Allocation is available in light of making sure students are able to follow the route of Guided Pathways, as well as toward equitable completion.           <ul style="list-style-type: none"> <li>\$64M of one-time funding for 2 years was released by the State Chancellor’s Office.               <ul style="list-style-type: none"> <li>Memo sent to all 116 colleges to submit a plan for use of the funds to enhance and increase capacities for equitable placement, support, and completion in May 2023 with a deadline of July 1, 2023. Key faculty and administrators came together to select a plan by</li> </ul> </li> </ul> </li> </ul>

- choosing from suggested activities by the State Chancellor's office in the OL survey (had a 2-week window).
- Academic Senate President, Chair of the Chairs Council, Department Chairs of Math and English, Curriculum Committee Chair, College Researcher and available discipline faculty, Deans, VPI, VPSS
  - BCC received a portion of \$283, 549.51 for 23-24 and 24-25. A report will be required in 2024 and 2025. In October 2023, BCC received "all in noncompliance" on implementation status by the "Report Card" produced by the State Chancellor's office.
    - Additional resources for 4-5 third-party professional development options were selected and provided by the State Chancellor's office with no cost to the college and BCC chose Motivate Lab: Growth mind-set development strategy.
  - Motivate Lab is a professional development opportunity tied to AB 1705 implementation that focuses on learning growth mindset strategies.
  - Learning Mindsets
    - Found success factors, through the Lab, will get to explore more to see how to use these strategies for 3 different categories of students and how to support, encourage them.
  - Phoumy is in touch with their research group. They have a general survey for faculty and students. Bulk of exploration process is to participate in online workshops (2-4 hour introduction, plus 4-8 hours of courses on motivating learners).
    - Phoumy: They will survey students and faculty along same themes that Kuni covered in the PPT. Overlap with sense of belonging, discussed differences between BCC's current version and theirs. Their approach is very different.
  - Plan includes a visit from Motivate Lab in April. They will visit and observe some classes. Planning in progress for Wednesday, February 28, 2024.
  - Lots of things we don't currently know about Motivate Lab, but going with the flow; we get to figure out how we want to use this. Focus now is to do Pilot, see how it went, learn from experience, expand for next year (Fall 2024). This year, faculty teaching college-level math and English and support courses, as well as faculty involved in two grants (CRPP (Scott, Heather, Alejandro) and Ethnic Studies Seamless Pathways (Alejandro)). Will start small, get focus group results, then go into full-blown participation next year.
  - Participants will be compensated.
  - Tri-Chair Freeman: Thanks Kuni for leading this work, something we've wanted to do the past few years. Helpful for college to have steady leadership at the helm. Academic Senate will hear from VPI Hay at next meeting on February 21. Look forward to seeing specific ways Academic Senate can support this.
  - Q (Dean Celhay): Is Motivate Lab in any way affiliated or associated with [Stanford's Center for Teaching and Learning](#)? They have a Growth Mindset Center for Teaching & Learning. One of the teachers wrote a book on it.  
A (VPI Hay): Haven't heard that yet. They might have, but we are not aware of any specific research collaboration.
  - Phoumy: Motivate Lab is one of the options that colleges throughout the state can choose from, so they will be working with other colleges including Chabot. Narrowing down in the state, especially to CCs, will be especially useful for us.
  - Not just Teaching & Learning concept, but services can also benefit from this strategy.

## 5. President's Updates

Leader: President D. Richardson

- BCC is still leading the District with productivity at 14.71%. There is responsibility all around; thanks Student Services, Instruction, everyone for what they're doing to get students here and keep them here. 2<sup>nd</sup> to Merritt, *just* behind them. BCC will catch up to them!
- 50<sup>th</sup> Anniversary will kick off with a block party on Tuesday, April 23, 11am–4pm (Save the Date!). We are inviting speakers, will have resources tabling, and a celebration of BCC's history. Gala will be on Thursday, May 2, 6–9pm. This will include community and industry partners, Chancellor, Board members.
- Discussed updates regarding the Strategic Plan with Chancellor Gilkerson who was pleased that we are progressing, but the District is still working on their goals. Chancellor asked that we hold off on finalizing the Plan to ensure alignment with what we're doing and the District's goals. The Steering Committee will continue to work on narrative (specifically regarding data), will stop short of finalizing until we are able to integrate pieces from the District's goals.
  - As part of developing the Plan, we will work to modify and review BCC's mission, vision, and values over the next year. Last it was reviewed was 2020. May decide not to change it at all, but ultimately will review them as part of the Strategic Plan to check whether there is anything we want to revise or tweak.
- In the interest of civic engagement, Administrators are exploring the idea of using BCC as a venue for Mayoral Candidate Forums. Great opportunity for students and the College to be front and center to engage candidates. Idea is still being vetted, but bringing this news to this body.
- Institutional Effectiveness Partnership Initiative (IEPI) – will meet with Peer Resource Team (PRT) on April 19 during their 3<sup>rd</sup> visit. Working on goals outlined in the plan, part of which was professional development for Classified Professionals. Excited that we have funding to do it.
- Recorded the second episode of the BCC Spotlight podcast which featured an interview with EOPS/CARE & CalWORKS Coordinator, Ramona Butler, who did an amazing job explaining the project, facts of the programs, eligibility, and benefits for students. Last year's broadcast on UCRC is available now on the radio station website: <https://www.kgpc969.org/schedule>

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

### Integrated Planning Committee (Stacey Shears/Kuni Hay)

- VPI Hay: Met on February 1. Meets twice a semester, next meeting is on April 18. Had a really good discussion about the Strategic Plan progress. Phoumy came with updates about the Plan, really good conversation about data and students. Thanks Phoumy for his meaningful presentation. Besides the Strategic Plan, they also discussed the APU resource allocation process.
- VPSS Shears: Phoumy walked through timeline of the APU process as the resource allocation prioritization requests are due tomorrow. They also talked briefly about IPC governance description (e.g. tri-chair). Looking for Classified Tri-Chair.
- VPI Hay: In terms of IPC update in terms of governance, Roundtable Tri-Chairs will lead on revision process of the handbook.

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

- VPAS Brooks: Since the last Roundtable, IPAR met on Tuesday, January 30. They were provided

with a budget update for the first 6 months of FY24. During their next meeting tomorrow, February 13, at 2:30pm, the APU resource prioritization request will be presented by the President, VPI, and VPSS. Agenda includes budget review of first 7 months of the year, also a presentation on the Strategic Plan.

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

- VPAS Brooks: Met on Friday, February 9, 12:30–1:30pm. Discussed 2118 Milvia, final stages of the final construction contract which will be presented to Board in February or March. They are aiming for construction to begin summer 2024.
- Fire drill on February 27 at 11:45am. More details will be sent later this week. Final safety monitor list is TBA.
- Students want a recreational space, specifically table tennis, in the Atrium. Got input from faculty about noise concerns. Are discussing having rentable materials available during college hour.
- MESA Center is open at 2000 Center, Suite 1. New MESA Director comes February 21.
- Next meeting is on March 8, 12:30–1:30pm.
- Comment (Tri-Chair Freeman): District Academic Senate has heard a lot from Academic Senate Presidents at the other colleges about frustration with facilities (e.g. elevator issues at Merritt, Laney, ongoing COA issues, etc.). When AS Presidents were airing grievances, it was nice to positively shout out VPAS Brooks as he has been ensuring concerns are addressed and are worked through the governance process to address needs in a timely manner at BCC. Sad to hear issues at other colleges because it impacts our students and faculty at other colleges. All this is in no small part due to the great work of our VPAS.

A (VPAS Brooks): It's truly a team. We have our own share of challenges, but what helps it work well is that it's a team effort. He thanks the campus community for entering work orders for items that need to be addressed.

**Technology Committee (Chris Lewis/Erika Yeh)**

- Dean Lewis: First met last Thursday, February 8. Discussed information on bond measure, which they've asked VPAS to look more into. Hopefully more info to come on use of bond funds on non-construction items like library and tech.
- Jenny Yap presented on Chromebook and hot spot loaner items as these are popular items for students to check out for the semester. BCC is nearly out of Chromebooks because we don't have a great return rate on them. Also, some of them do break down.
  - Some were purchased with HEERF funds. Looking for Roundtable to ask for help looking for funding to purchase new Chromebooks. Seems that Merritt might have pallets of them available, looking to ask if they can give some to BCC.
- Got an update regarding website upgrade. Some speedbumps, but things are mostly on track.

**7. Governance Updates - Faculty Senate / Classified Senate / ASBCC**

**Academic Senate (Report by Matthew Freeman)**

- First meeting was on Wednesday, February 7. Excited to discuss several important topics including a report-back from President Richardson for Chairs Council regarding the status of full-time faculty prioritization. Last semester, Academic Senate voted to endorse AY25 prioritization list to fill need. Given the District budgetary shortfall, the news is not great as BCC is contributing

to mitigating the budget setback. Unfortunately, the response is not what they were hoping for, but they also recognize that the District is operating in a unique budgetary environment. Thanks Dr. Richardson for her bringing the discussion to Academic Senate. This prioritization is a major part of how we support our students with adequate faculty.

- Heard a report similar to Dean Lewis' presentation on the Chromebooks. Jenny Yap and Patrick Wallace gave a presentation on the importance of the Chromebooks and the challenged state of disrepair. Good to hear that conversations are ongoing, there is somewhat of a lifeline at least from supply that may exist with Merritt's unused Chromebooks. Hopefully hot spots can also be addressed soon.
- Chairs of Professional Development Committee shared findings from January Flex Day; planning has begun for March. Both committee chairs are terming out at end of spring 2024. Outreach is already happening to create a culture of training among faculty ranks for a warm handoff as changes occur in our respective spaces.
- This is an election year for Academic Senate and Chairs Council; Senate happens every other year, and Chairs every year. At the end of spring 2024, will have Senate and Chairs Council election. Will work with Phoumy to get databases set up. Chairs Council will also follow a process as outlined in the PFT contract.
- Next meeting is on Wednesday, February 21. VP Hay will come to present Motivate Lab. Phoumy will present an action item for endorsement of the Strategic Plan as it is now. Will also hear from Catherine Nichols (Curriculum Committee Chair) for an update to continue to support of #1 in the 10+1 area. All are invited to attend this upcoming February 21 meeting.

#### **Classified Senate (Report by Tom Rizza)**

- Last week, Classified Senate sent out the application last Monday for funding professional development using the IEPI grant. Reminders will be sent on Wednesday. They hosted a short informational meeting to answer questions from Classified Professionals about what could qualify for funding and encourage as much participation as possible as there is a deadline to encumber the funds. Please consult application for more information and and submit get requests to make recommendations and get funding for professional development.
- First meeting this Wednesday @ 2:30pm. Working to finalize agenda and will send out later this afternoon.

#### **Associated Students of Berkeley City College (Report by Kristiyan Klichev)**

- Met last Thursday, February 8. No major items. On February 1, appointed 4 new representatives to 4 District committees. Applications for next academic year opened last week, will close on February 27. Lots of interest this year compared to last, evidenced by lots of people coming up to the front desk to express interest or apply. Should be exciting for the development of student government at BCC.
- Had Club Rush on Tuesday, February 26. 24 chartered clubs tabled in the Atrium. It was a packed space, students visited various tables to learn about the co- and extracurricular offerings at BCC. Best event for student engagement on campus, great opportunity for students to gauge their interest.
- President Richardson comments that the ASBCC did incredible work during Welcome Week and through Club Rush to engage the student community thoughtfully and meaningfully.

## 8. Announcements

- President Richardson: Dr. Stacey Shears has been selected to participate in the [Wheelhouse Advancing Leaders Institute](#). Congratulations!
- President Richardson: Wants to ensure that everyone at BCC is mission-focused, When Chancellor Gilkerson asked PCCD Presidents about the District mission, no one could recite it; similarly, college administrators could not readily recite the BCC mission. President Richardson will post the mission more prominently around the College as it is something to know and live as we go about our work.
- Ramona Butler: All are invited tomorrow during college hour to attend a Black History Month event. John Semien, Historian from Buffalo Soldiers Motorcycle Club, will share the historical significance of the beginning of the motorcycle club. 133+ clubs around the state. Please come if you have the opportunity, faculty are encouraged to consider giving extra credit for their students' attendance.
- Tri-Chair Freeman: Shoutout to VPSS Shears, Dean Celhay, Dri and Skyler who came last week to his classes and spoke with truth and power and authenticity to students not just about their journey and services that they provide, but the importance of the work that students are doing and the many different resources available to them. It has become a tradition for him to invite colleagues into the classroom to introduce themselves and their services. He thinks about his own "Dri" and "Skyler" of his life who helped him on his own educational journey, Cheryl Carter at Ohlone College. It was a great moment when he recalled the support he received from her and others like her. Unsung heroes, many of them are. It wWs a privilege to host two amazing colleagues. Izzie will visit hist classes tomorrow.

## 9. Adjourn Meeting

The meeting was adjourned by Tri-chairs Freeman, Richardson, and Rizza at **1:12**pm.

*Next Meeting: Monday, February 26, 2024, 12:20–1:30pm, Conference Rooms 451A/B and via Zoom*

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