



Berkeley City College
College Roundtable for Planning and Budgeting
MEETING MINUTES
Monday, September 25, 2023

Members Present: Ari Krupnick, 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: Azul Lewis, Catherine Nichols, Chris Lewis, Dana Cabello, Lilia Celhay, Martín De Mucha Flores, Randy Yang

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

AGENDA AND DISCUSSION ITEMS

1. Roll Call / Review Agenda

Tri-chair **Richardson** called the meeting to order at **12:20**pm.

Motion to approve agenda by: Kuni Hay
Second by: Sean Brooks
Votes in favor: 9
Objections: 0
Abstentions: 0
Motion passes.

2. Review Minutes

Tri-chair **Richardson** requested a review of the **September 11, 2023** minutes.

Motion to approve minutes by: John Nguyen
Second by: Djenilin Mallari
Votes in favor: 13
Objections: 0
Abstentions: 0
Motion passes.

3. President Updates

Leader: Interim President Denise Richardson

- Strategic Plan Steering Committee (SPSC) is having their first meeting tomorrow, September 26, at 9am. There is a full complement of individuals on steering committee: Interim President Denise Richmond, VPI Kuni Hay, VPAS Sean Brooks, VPSS Stacey Shears, Institutional Researcher Phoumy Sayavong, Classified Senate President designee Ramona Butler, Academic Senate President designee Ari Krupnick, and ASBCC President designee Jennifer Nguyen. Djenilin Mallari is a classified professional providing operational support, and Dr. Becky Gee is a faculty member who will provide research support to Phoumy.
- The committee will discuss the provided framework, as well as progress made on the strategic plan and additional work that's been done by Phoumy and Becky. They will also take a look at previous Strategic Plan for reference and will go on with planning the Strategic Plan that will be developed for this particular Educational Master Plan.
- The website redesign vendor has been approved with diligence from PIO Tom Rizza and Executive Assistant to the President, Djenilin Mallari. There has been no interference with the go-

live.

- Tom: He and Tania Leonian, with Aaron Harbour and Jonathan Freeman (webmasters at the District), will have the kickoff meeting on September 26 at 2pm with the Instrumental Group Project Manager who will help begin the project to redesign and migrate BCC's website to HubSpot.
- This is something that has been in the works for a while, as has been mentioned during last semester's Roundtables.
- Key things: District already has their current website on the HubSpot platform. This redesign allows BCC to fold in the content management system with them. Anticipated timeline is ~20 weeks, starting tomorrow with a target completion of mid-February with some phases. Will begin with a 3-week design phase (planning, discovering, strategy). Hope to solidify tomorrow when they meet with project management team, will create workgroup that involves people of various areas of the President's Cabinet, Academic Senate, Classified Senate, and ASBCC, and it will likely be in a similar structure to the SPSC. Will find out way to disseminate information as there are so many areas of the college and landing pages that must be represented.
- Will send out updates to Senates as that is solidified.
- Denise: Exciting news, can't wait to see what happens.
- Auto Degree/Certification System will finally be fully implemented thanks to the work of VC Tina Vasconcellos in Spring 2024. Will still be manual for Fall 2023, with capacity fully in place for Spring 2024.
- Announcement that BCC has been awarded an HSI grant of \$2.9 million. Dr. Richardson extends gratitude to all who made that happen. VPSS Shears led the effort, with tremendous support from Martín and Lissette. This grant will help a lot of students in significant ways. She looks forward to implementation, getting funding, and moving forward with assisting students.

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

Integrated Planning Committee (Stacey Shears/Kuni Hay)

- Kuni: IPC will meet this Thursday, September 28. They are working on 2023-24 APU template revisions based on feedback that was received. Last year, templates were too close to the CPR, so the goal is to make it simpler and connect curriculum planning and governance retreat outcomes with the EMP goal of equitable student completion. Stacey and Phoumy taking first shot at revisions, will take to IPC this Thursday. Templates will be for Instruction, Student Services, and Administrative Services.
- Stacey and Kuni acknowledge IPC's struggle to reach quorum during their last meeting. IPC is still looking for a Classified Senate representative and how to get one this year.

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

- Sean: IPAR last met on September 12 during which they reviewed committee members, vacancies which have since been filled, and the budget. They went over resource allocation for the 2023-24 year. Their next meeting has been canceled, will next meet on October 10th at 2:30-4pm.
- Phoumy: Because IPAR takes part in the APU process, IPAR received an update from IPC that revisions are taking place.

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

- John: Haven't met since last Roundtable. Next meeting is on Friday, October 13.
- Sean: Confirmed last week that front door will be replaced, which is slated to take place over 12 weeks starting on December 11 and continue through January 19. The front door entrance will be unavailable and the entrance will instead be moved to the ramp near the Learning Resource Center (LRC).

Technology Committee (Chris Lewis/Erika Yeh)

- Their first meeting was on September 14. Chris requests a Classified Senate representative to bring Tech Committee to alignment with the tri-chair model. There are ongoing questions, including requests for updates for Measure G (bond measure for tech). For the districtwide network infrastructure, 95% of internal cabling is done here and the next phase is hardware deployment in actual rooms such as switchers and routers. Some VLAN mapping needs to take place. Refresh is underway. Per Vincent, 12 new machines have been issued this semester. The District's Apple account is on hold leading to some delays for faculty looking for Apple hardware, which has mostly impacted ASL and some faculty desktops. Some loaners are in use until it's cleared up. Board of Trustees approved the ICC with the Instrumental Group for website redesign, as Tom announced, and it sounds like a participatory governance roadshow is planned.

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

Academic Senate (Report by Matthew Freeman)

- Canceled September 20 meeting, as they usually meet on the 1st and 3rd Wednesdays of the month, (1st and 3rd) so faculty could attend the President Forums. Matt thanks Martín for hosting and shares that the forums were well-received and great questions were asked. He thanks everyone who attended and asked questions of the candidates. Given that the September 20 meeting was canceled, they are rolling the agenda to the October 4 meeting where they will take action to approve goals for the academic year. They will hear from the Guided Pathways faculty lead, and the chair of the Curriculum Committee. They will touch base with Kuni to confirm whether they are on par for the Strategic Plan roadshow.

Classified Senate (Report by Tom Rizza)

- They met on Wednesday, September 13. Tom confirmed BCC's Classified Senate rep for classified senators are himself, Dani, and Ramona. Shared that the Senate has created an ad hoc Professional Development Committee which will work to find ways to create programming for professional development of classified professionals and make best use of the IEPI grant funding that has been allocated to this purpose. The Classified Senate will receive report-outs from the PD Committee during their next meeting which will include ways that the broader senate can access professional development. Also spoke about SPSC and Ramona is representing Classifieds as the designee. He thanks Chris and Kuni for the reminder of IPC's and Tech's need for a classified professional representative. He will solidify Classified reps for those committees.

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

- Their last meeting on Thursday was successful, with about 25 attendees. Possibly the biggest discussion topic was a flea market event where students can donate clothes for students in need,

hosted by the Basic Needs Center. The Transfer Fair is happening in the Atrium this Thursday, September 28. Student representation in committees is at maximum capacity, which hasn't happened in ~5 years, very exciting. Just hired 2 new student ambassadors to work evening shifts 5-7pm, allowing expanded hours at the front desk.

6. Announcements

- Sean: Finalizing final schedule for badging and safety day, scheduled for Tuesday, October 3, 9am-12pm, followed by training for building monitors. This is among the first steps to get up to speed with overall general safety of campus.
- Matt: Reminder that Transfer Fair is this Thursday (3 hours). Always exciting to see students showing up and showing out. If there's time, visit and encourage students, find pennants to put on your walls. Stop by. He acknowledges as a CCC alum how helpful it can be to get this kind of information directly from college representatives.
- Carolina Martinez: Conocimiento Los Caminos (HSI) and Undocumented Community Resource Center (UCRC) are collaborating on the "Undocumented and Unapologetic: Julio Salgado" event taking place on October 10. Flyers are posted, please join the event in the Atrium at 12:20-1:20pm.
- Matt: Personal note and sad news, wonderful steward of the political science department, Margie Haskell, sadly passed about a week and a half ago. She has been transforming lives at BCC for generations of students. Thousands of students have come through her classroom. She had a great impact on BCC and the City of Oakland. She as a huge advocate of grassroots involvement, spearheaded a lot of prelaw students by helping them get to know the field. He will personally miss Marge in the college and community, particularly in the poli sci department. Will be hard to fill those shoes.
- John: Slight correction to ASBCC report: while the board has been filled for several years, this is the first time that there are representatives assigned to each participatory governance committee. Great credit to Kristiyan and the group for ensuring student representation on PG committees.
- John: Lots of great events happening these next few weeks. This week, the Food Pantry is moving to the Student Lounge from the Atrium during the Transfer Fair this Thursday.

7. Adjourn Meeting

The meeting was adjourned by Tri-chairs Freeman, Richardson, and Rizza at **12:50pm**.

Next Meeting: Monday, October 9, 2023, 12:20-1:30pm, Conference Rooms 451A/B and via Zoom

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