

Members Present (*bold to indicate present, delete absent*):

Ari Krupnick, Carolina Martinez, Carolyn Martin, Denise Richardson, Annie Liu, Gail Pendleton, Joya Chavarin, Himali KC, Matthew Freeman, Phoumy Sayavong, Ramona Butler, Skyler Barton, Stacey Shears, Thomas Rizza, Amy Lee

Guests (manually type): Andrea Williams, Armando Franco, Emily Segal, Lisette Flores, Izzie Villanueva, Mozell Person, Joseph Bielanski, Dana Cabello, John Saenz, Vanessa Phillips, Natalia Fedorova

Tri-Chairs: Denise Richardson, College 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 **12:22** pm.

Motion to approve agenda by: Chris Lewis

Second by: Stacey Shears

Votes in favor: 11

Objections: 0

Abstentions:

Motion passes.

2. Review Minutes

Tri-chair **Richardson** requested a review of the **2/24/25** minutes.

Motion to approve minutes by: Stacey Shears

Second by: Himali KC

Votes in favor: 13

Objections: 0

Abstentions:

Motion passes.

3. Public Comment

- Gail announced that enrollment workshops will begin on March 17 and run Monday through Thursday from 1-3 PM until May.
- Skyler expressed appreciation for the Umoja Day event, emphasizing the excellent leadership demonstrated by students.
- Izzie informed attendees that the Basic Needs office is open for clothing donations in Room 125, with all clothing accepted except undergarments and children's clothes. The final drop-off date is March 21.

4. President's Updates

Leader: Denise Richardson

President Richardson began by stating that she would not be able to stay for the entire meeting as she was co-leading a meeting with the ACCJC. She then provided updates on multiple initiatives, starting with the **new Peralta Safety mobile app**. The app offers a virtual escort feature where someone in the District can track a

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user's location via GPS until their trip is complete. It also allows users to notify a friend of their whereabouts and contains all the relevant emergency information from the safety flip charts.

In terms of **facilities updates**, she shared that construction on the **Milvia Building** is progressing, with the final floor nearing completion. The next phase involves mural work, which will be a collaborative effort with the Senates and the art departments. Meetings will need to be scheduled with Matt, Tom, and the construction team to facilitate this. Additionally, she announced a **preliminary facilities meeting** regarding the move of the **UCRC into Room 126**. After discussions with Deputy Chancellor Nelson, it was confirmed that they can install a floor-to-ceiling partition with a door and clear out desks and computers. However, this transition won't be completed until the end of the semester, so alternative spaces for UCRC are being considered in the meantime.

On the **budget**, Richardson encouraged attendance at the **BAC meeting** to understand how funding is allocated. The budget for this year is approximately **\$25 million**, with a **10% reduction in scheduling** implemented as a cautionary measure. However, once financial matters stabilize, high-demand classes may be added as necessary.

Regarding the **bookstore transition**, she explained that the **District has purchased the remaining bookstore inventory** for student events. There have been conflicting instructions about whether BCC can use the physical bookstore space, but it now appears that the space will be available. Laney College will retain a physical store while other colleges will rely on online platforms. The vending machines for scantrons are currently empty, as Follett previously managed them. VPI Lewis has made a bulk purchase of scantrons and blue books, which are now available in the **Office of Instruction (OOI)**. Faculty in need of these supplies should collect them from their division's staff assistant or the front desk student worker—students should **not** be sent directly to retrieve them. Matt Freeman expressed concern for unhoused students who do not have a physical address to use as a shipping address. President Richardson is confident that we can work out a solution to support the students without physical addresses.

Finally, **graduation logistics** were discussed. The high cost of using **Zellerbach Hall** has made it infeasible to host BCC's graduation there this year. The leading alternative is a **joint graduation with COA on May 23**, which will be an outdoor ceremony and an opportunity for cross-campus collaboration. Other venues in Berkeley, including **Berkeley High School's community theater**, were considered but had limited availability. Gail suggested Laney College as it's located near Bart, which makes it easier for students to get to via public transportation. A final decision on the venue needs to be made this week.

Motion to endorse a joint graduation on May 23rd with COA at COA, pending no available options appear to us.

First by: Chris Lewis

Seconded by: Carolina Martinez

Votes in favor: 13

Objections: 0

Abstentions: 0

Motion passes.

5. BCC Website Ad Hoc Committee

Leader: Matt Freeman & Ari Krupnik

During the previous meeting, a discussion was held about the need for an **Ad Hoc Committee** dedicated to addressing concerns about the **BCC website**. The committee was proposed to tackle **issues that go beyond simple text updates**, such as **structural inconsistencies, missing department pages, and navigation difficulties** that affect user experience. The goal is to create a **more organized, user-friendly, and standardized** website for students, faculty, and staff.

The committee's **membership structure** was debated, with two options considered. **Option 1** includes **two representatives each from administration, faculty, classified staff, and students**, with one of the classified representatives being the **Public Information Officer (PIO)**. **Option 2** takes a different approach by including **one representative each from administration, counseling faculty, non-counseling faculty, and students**, along with the **PIO and the web content developer**. After deliberation, the committee voted in favor of **Option 1** for broader representation.

Ari Krupnick pointed out that **academic department pages on the BCC website currently lack consistency**. Some departments have **only headers with no content**, while others list **degrees in different formats**, either within the main page or on separate subpages. These inconsistencies **confuse users and make navigation difficult**. While individual feedback could be submitted to Tom Rizza, the web content manager, a **centralized committee is necessary to ensure uniform and structured input**, preventing conflicting recommendations from different stakeholders.

The **primary responsibilities** of the BCC Website Ad Hoc Committee will include **identifying major issues and inconsistencies** with the website, **developing structured solutions**, and **streamlining communication between stakeholders before presenting recommendations to the Roundtable committee**. By working collaboratively, the committee aims to implement website improvements **efficiently and equitably**.

A motion was made to **officially establish the BCC Website Ad Hoc Committee** under the **College Roundtable**, with a charge to **identify concerns and propose structured solutions**. The committee will operate using **Option 1 for membership** and will be **re-evaluated as needed**. The **final term for the committee is set to end in December 2025, coinciding with the final Roundtable meeting of the year**.

The **committee's official charge** includes:

1. **Collecting feedback and concerns** from the BCC campus community regarding website issues that **go beyond what can be addressed through the standard update request form**.
2. **Developing and proposing structured solutions** to address those concerns and presenting them to the College Roundtable for discussion and approval.

Motion to create the BCC Website Ad Hoc Committee

First by: Skyler Barton

Second by: Ari Krupnick

Votes in favor: 13

Objections: 0

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Abstentions: 0
Motion passes.

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

Integrated Planning Committee (Stacey Shears/Chris Lewis)

- Not scheduled. IPC will be meeting on Wednesday to work on the schedule for this.

Budget Advisory Committee (Denise Richardson/Phoumy Sayavong/Fatima Shah)

- It was discussed during the President's updates about the \$25M budget and scheduling of classes. The meeting was cut short due to the BCC Showcase.

Facilities, Health, and Safety Committee (Denise Richardson/Armando Franco)

- The **Facilities, Health, and Safety Committee** is scheduled to meet on **Friday at 12:30 PM**, with a key focus on **Annex space allocation**. The committee is actively seeking input from stakeholders who may have **alternative suggestions for space utilization**. Additionally, **Deputy Chancellor Greg Nelson** will be presenting the **BCC Facilities Prioritization List**, which will subsequently be submitted to the **District Facilities Committee**.

Technology Committee (Mozell Person/Erika Yeh/Tom Rizza)

- The **Technology Committee** has not yet convened but is scheduled to **meet later this week**. A major agenda item for this meeting will be the **Tech Priority List**, which outlines BCC's **technological needs and planned upgrades**. This priority list is set to be **submitted to the District in April**, making this meeting a crucial step in shaping the college's **long-term tech infrastructure**.

Enrollment Management (Stacey Shears/Chris Lewis)

- The **Enrollment Management Committee** has also **not been scheduled yet**, but it is expected to be coordinated through the **Integrated Planning Committee (IPC) meeting on Wednesday**. This committee typically meets **once per semester**.

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

Academic Senate (Report by Matthew Freeman)

- The **Academic Senate** last met on **February 15th**, where they **discussed and voted** on the formation of the **BCC Website Ad Hoc Committee**. Feedback from that discussion was brought to this Roundtable meeting to further refine the committee's scope and responsibilities. The Senate emphasized the importance of **website consistency and usability** to better serve students, faculty, and staff.
- Another key topic of discussion was the creating policy for faculty who write grants. The Senate examined **stipends versus release time** and reviewed **case studies from other community colleges** that have established structured **rubrics** for faculty applying for and managing grants. By studying these models, BCC aims to **develop a more standardized approach** to supporting faculty who engage in grant-funded projects, ensuring **clear guidelines for compensation and workload allocation**.

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- The Senate also addressed **support for BCC's marginalized students**, discussing ways to enhance institutional backing for these students and improve their academic experiences.
- Additionally, the **Professional Development Team** is set to host **Flex Day tomorrow (March 11th)**, providing **valuable workshops and training sessions** for faculty and staff. The next **Academic Senate meeting is scheduled for next Wednesday**, where further discussions on faculty policies and institutional priorities will continue.

Classified Senate (Report by Tom Rizza)

- The **Classified Senate** held its last meeting **immediately following the BCC Showcase**, ensuring that discussions on **budget cuts and their impact on classified staff roles** remained fresh in everyone's minds. **President Richardson was invited to the meeting** to foster dialogue on how **classified staff and administration** can work together to navigate these budget challenges effectively.
- A key focus of the discussion was the **importance of interdepartmental communication**. The Senate proposed **holding more frequent meetings** that bring together **classified staff from different departments** to **collaborate, share concerns, and tackle common issues** that arise due to structural or financial constraints. By fostering **stronger communication and support networks**, the Senate hopes to enhance **problem-solving strategies** and **advocate for classified employees more effectively** during budget negotiations.
- The next **Classified Senate meeting is scheduled for next Wednesday**, where discussions will continue regarding **staffing challenges, interdepartmental collaboration, and long-term planning efforts**.

Associated Students of Berkeley City College (Report by Himali KC)

- The **Associated Students of BCC (ASBCC)** has been actively engaged in multiple initiatives focused on **student advocacy, campus resources, and upcoming events**.
- One of the most significant recent actions was **the publication of ASBCC's LGBTQ+ Support Statement**, which was developed in collaboration with the **Wellness Center and the LGBTQ+ Club**. The statement not only reaffirms ASBCC's **commitment to inclusivity** but also provides **resources and support networks** for students. In addition, the **Vice President of Administration** is currently working with **Puente and UCRC** to **draft similar statements** supporting other student communities. ASBCC has also been actively **sharing resources on Instagram** to ensure students are aware of the available support systems.
- In honor of **Women's Leadership Month**, ASBCC will be hosting a **Women's Leadership Panel on March 18th**. This event is being organized in collaboration with the **Women's Leadership Club** and other student organizations. The panel will **feature prominent female leaders**, providing an opportunity for students to **gain insight, inspiration, and professional development guidance**.
- ASBCC is also working on a **Library Technology Equity Resolution**, advocating for **improved access to technology resources** within the library. Himali KC has requested that this resolution be **added to the agenda for the next Roundtable meeting** for further discussion and potential action.
- Additionally, ASBCC is **preparing for Fall 2025 elections**. Efforts are currently underway to **increase student engagement and participation**, with **tabling sessions planned in the coming weeks** to encourage students to run for positions and learn more about student government.

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<ul style="list-style-type: none"> Before concluding the discussion, Matt Freeman requested that Himali KC share ASBCC's LGBTQ+ resolution with the Tri-Chairs to ensure further institutional support and visibility for this initiative.
8. Announcements
<ul style="list-style-type: none"> N/A
9. Adjourn Meeting
The meeting was adjourned by Tri-chairs Freeman, Richardson, and Rizza at 1:26 pm.
<i>Next Meeting: Monday, March 24, 2025, 12:20PM-1:30PM, Room 451A/B (or via Zoom)</i>

Minutes from live meeting: **Annie Liu, (510) 981-2851, aliu@peralta.edu**