

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

Laura Ruberto, Carolyn Martin, Denise Richardson, Annie Liu, Gail Pendleton, Joya Chavarin, Himali KC, Matthew Freeman, Skyler Barton, Stacey Shears, Thomas Rizza

Guests (manually type): Lisette Flores, Nghiem Thai, Izzie, Joseph Bielanski, Dana Cabello, J Ino Sanez Williams

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 12:21 pm.

Motion to approve agenda by: Stacey Sears

Second by: Tom Rizza

Votes in favor: 10

Motion passes.

2. Review Minutes

Tri-chair Richardson requested a review of the 10/14/2024 minutes.

Motion to approve minutes by: Stacey Shears

Second by: Himali KC

Votes in favor: 10

Motion passes.

3. Public Comment

- N/A

President's Updates

Leader: Denise Richardson

- Board Meeting on 10/22 was the Laney Showcase. We will also have our BCC Showcase on 2/25/25 and need to start preparing for it.
- During the Board Meeting, the Chancellor and COO Nelson shared that there has been a change to the district's deficit factors, resulting in an added \$2.8 million deficit for the 2024-25 fiscal year. This means the district and colleges will need to make some efficiency adjustments. TCR (Total Computation Revenue) is the funding that the District receives, which comes from data apportionment, Education Protection Act funds, local property taxes and enrollment fees. There's been a change to our deficit factor. The deficit factor is a calculation the state uses when the resources needed statewide outweigh the available revenues. This means the state has to adjust the funding they provide, resulting in a deficit for the district.
- The BCC Budget Townhall on 10/31/24 will discuss this in more depth. We've invited Chancellor and COO Greg Nelson to come to talk about the district budget and BCC budget. We're doing well at BCC overall, but there are areas that we can improve.
- June 31, 2025: The lease for 2000 Center Street "the Annex" is expiring and we'll be vacating the

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building. We are moving Umoja, Wellness Center, MESA into the main building. It will be one year before our new building is ready in 2026, and will have more room for everyone. Leaving 2000 Center Street will save us approximately \$26,000-\$28,000/month.

- We are considering closing BCC on Saturdays. We only have one in-person class on Saturday at the moment and have narrowed Saturday's hours to approximately 8:30am-1:30pm. We have checked in with Marina Security to review the foot traffic and on average, we only have about 6 students who enter the building for those who are not attending the class. The exception to the Saturday closures will be when we host paid events that bring in revenue. We still need to discuss this with all stakeholders before reaching a decision.
- The Chancellor will join us on the 11/25/24 College Round Table to roll out more information on how the District is engaging in cost-saving ideas.
- On a more positive note, we had a very successful Flex Day. The "50 years of BCC" panel was amazing. Thank you to all of those who participated in helping with the Flex Day. We had positive feedback on our Mission, Vision, and Values and mascot survey. We will share the finalized information in January 2025's Flex Day.
- We anticipate hosting an "End of the Year" party in early December. In spite of our challenges, there is a lot to celebrate. We have amazing students and student government. Once we confirm the date and location, we will send out the announcement.
- Question (Matthew Freeman): Asked about the level of direct consultation between the district office, specifically the Chancellor, and the administrative team at BCC regarding cost-saving strategies. What level of consultation has there been around decision of the Village? He noted that there seemed to be some decisions being made, like the potential closure of the 2000th Center Street and Saturday campus closures, without much prior discussion or input from faculty and staff. Matthew wondered if there was a way to have these types of proposals brought to the Roundtable for discussion before decisions are finalized. He wanted to ensure there is a process for collective decision-making and shared governance around budget-related changes that will impact the campus.
 - Answer: President Richardson acknowledged that the consultation process around cost-saving strategies could have been better, and committed to making a more concerted effort to have discussions with faculty, staff and other stakeholders before decisions are finalized. They explained that the additional \$2.8 million deficit has "forced their hands" on some changes like the potential closure of the Annex, but recognized the need for more collaborative decision-making. The President expressed openness to attending future meetings to further discuss proposals like the Saturday campus closure, and welcomed the opportunity for the campus community to provide input on budget-related changes impacting the college. She also explained that we have funding for renovations to turn our space into what is needed to serve our students. These funds were set aside when we created plans to move to 2118 Milvia Street. We're getting ahead of that for the renovations to make sure that we have the spaces. We want to make sure no one will get disadvantaged.
- Comment (Laura Ruberto): Raised some concerns about the potential closure of the campus on Saturdays. She noted that historically, BCC has had the library open and even offered some student services on Saturdays, which provided an important resource for students, especially those taking online classes. Laura pointed out that chairs have been discussing the possibility of

creating a Saturday dual enrollment program to help encourage high school students to get comfortable on the BCC campus. She emphasized that chairs would like to be involved in the conversation about Saturday closures, as it could impact student access and services, particularly for online students who may rely on weekend hours. Laura urged for a more comprehensive discussion about the potential impacts before any decisions are made. The Chairs want to be part of this conversation about the Saturday closures and how our lack of services affects our students who take classes online. 40% of our classes are asynchronous. She wants to know what kind of services are open to students online and in-person on weekends. 2 months ago, the Chairs were asked to create schedules for Spring and had strategies related to what kind of services they think are available.

- Answer: The President expressed that she would be happy to join in on the faculty senate and Chair of Chair meetings to discuss this if they think it's helpful.
- Skylar: As a representative of Umoja, he would like to be part of the discussion of having Umoja come onto the campus. Umoja has wanted to be on the campus for a while, so he welcome this change.
- Stacey: We're not closing the Village, but relocating to the campus. We will include all stakeholders. All student services and library are closed on weekends.
- Laura: We used to have library and counselor services years ago on Saturdays. There has been discussion on doing a dual enrollment program on Saturday.
- Matthew pointed out an apparent disconnect between the Chancellor's office pushing for more in-person, on-campus opportunities for students, and the proposal to close the campus on Saturdays as a cost-saving measure. He suggested that while the Saturday closure may be beneficial from a budgetary standpoint, it could work against the Chancellor's stated goal of revitalizing the on-campus culture and experience. Matthew encouraged the administration to push back against district-level directives to close campus spaces, arguing that these types of decisions, while focused on the bottom line, may not align with the broader strategic vision of increasing in-person student engagement. He recommended that the campus advocate for retaining weekend access and services as part of a long-term strategy to meet the Chancellor's objectives, even if it is not the most financially expedient option in the short term.
- President Richardson: We've not had academic services on Saturday for the last 6 years, but agree that this would be a good opportunity for the high school dual enrollment students to visit the campus on the weekend.

4. Action Item: Shared Governance Manual Updates

Leader: Matthew Freeman

- Matthew Freeman provided an update on the revisions to the shared governance manual. He explained that the district-level shared governance committees have recently approved changes to standardize the language from "participatory governance" to "shared governance." Matthew noted that this language change is now official at the district level, and he is proposing that BCC adopt these same edits to align with the district's terminology.
- Additionally, Matthew highlighted that the proposed revisions include adding language around the roles of Tri-chairs, as well as specifying a 72-hour requirement for publishing meeting agendas, consistent with what the district-level non-Brown Act committees are doing. The one

area where Matthew differed was on the issue of proxy voting - while the district decided against allowing proxy voting, Matthew is proposing that BCC's shared governance manual include provisions for proxy voting to ensure constituency groups are represented even when the appointed member cannot attend. Overall, Matthew is seeking approval from the roundtable to incorporate these edits and additions into BCC's shared governance manual to align with the district-level changes.

Call for discussion.

Motion to approve edits to align our shared governance handbook with the District shared governance.

First: Skylar Barton

Second: Gail Pendleton

All in favor: 10

Motion Passes.

Matthew will work on finalizing the edits with other Tri-Chairs, Tom and Denise.

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

Integrated Planning Committee (Stacey Shears/Chris Lewis)

- IPC Still working on comprehensive program review and mid-term reports for ACCJC.

Integrated Planning & Allocation Resources (Denise Richardson/Phoumy Sayavong/Fatima Shah)

- IPAR has had 3 meetings so far. IPAR is considering changing their committee's name to "Budget Advisory Committee". They are doing research on other college names and committee charges.
- They are looking at efficiencies that can take place on the campus.
- As for the budget, the spending for 1351 is on track for this time now.

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

- The Annex closure and Saturday was discussed earlier in the meeting.
- Taco 'Bout Safety on 11/1/24 in 451A. Safety training was a topic that was discussed multiple times. We encourage more people to attend.
- They are considering restructuring the Facilities meeting. We currently don't have a Tri-Chair model and need to figure out our quorum. The issue we have now is that the manual requires 20 members, but we don't enough people to meet quorum nor know who are officially part of the committee. They want to reduce the number of members required, to make it more reasonable to reach quorum.
- They are working on updating the emergency flip charts and budget on producing those in-house.
- They are planning to replenish the emergency backpacks.
- Matthew: Academic Senate asked to have an item on the agenda to begin a conversation on office usage and auditing. Faculty was a major part of this conversation, which was last done about 10 years ago.

- Armando: It is on our radar to include the Academic Senate for this discussion.

Technology Committee (Nghiem Thai/Erika Yeh/Tom Rizza)

- Haven't met since the last Roundtable. Their meeting on 11/14.

Enrollment Management (Stacey Shears/Chris Lewis)

- Meeting is coming up.

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

Academic Senate (Report by Matthew Freeman)

- The next meeting is on 11/6. They have 3 discussion topics. VPI Lewis will go over midterm report reviews. Heather Dodge and Scott Hoshida will be presenting on the creation of an equity task force and how to include that into the faculty senate's governance processes. Finally, they'll be reviewing two concept art works or graphics for the new building and get faculty feedback. This is not an endorsement or vote, but just general discussion to see which design they like more. Matthew will not be there to lead the meeting, but Fatima Shah will be running the meeting.

Classified Senate (Report by Tom Rizza)

- The Classified Senate met last Wednesday. They did a debrief from Flex Day workshop, which was about how AI affects Classified employees. This opened the floor for people to come up with ideas for next Flex Day workshops. They are considering having one in-person meeting a month that can be used for classified training.
- BCC Classified Symposium on 11/15. 77 RSVP'ed at the moment. This will be a good networking opportunity across the District.

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

- The Senators started doing presentations for all of the committees. They've been sharing what they've learned from the different committees to get the information all across the board.
- The ASBCC VP of Public Relations came up with an idea to put a whiteboard in front of their room to write questions and let people write in their comments. They had good feedback about the Missions, which was sent to President Richardson.
- They are planning to host a carnival for students either on November 13 or 14 for student engagement and clubs.

7. Announcements

- N/A

8. Adjourn Meeting

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

Next Meeting: Monday, November 25, 2024, 12:20PM-1:30PM, Room 451A/B (or via Zoom)

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