

Berkeley City College  
**College Roundtable for Planning and Budgeting**  
MEETING MINUTES  
Monday, May 10, 2021

**Present:** Joe Bay, Joseph Bielanski, Jr., Ramona Butler, Joya Chavarin, Mary Clarke-Miller, Lisa R. Cook, Matt Freeman, Angélica Garcia, Barbara Des Rochers, Sam Gillette, Kuni Hay, Brenda Johnson, Ava Lee-Pang, Jennifer Lenahan, John Nguyen, Cynthia Reese, Tim Rose, Stacey Shears, Andrea Williams, Liam Zhu, Phoumy Sayavong, Charlotte Lee, Randy Yang, John Saenz, Dana Cabello, Francine Lewis, Harry Mapodile

**Co-Chairs:** Angélica Garcia, College President and Matt Freeman, Academic Senate President

#### **AGENDA AND DISCUSSION ITEMS**

##### **1. Roll Call / Review Agenda**

Co-chair Freeman called the meeting to order at 12:23 pm.

Motion to approve Agenda by: Joseph J. Bielanski, Jr.

Second by: Ramona Butler

Voting occurred in the Chat feature

Votes in favor: 15

Abstentions: None

Opposed: None

Motion Carries

##### **2. Review Minutes - April 26, 2021**

Co-chair Freeman requested a review of the April 26, 2021 minutes.

Motion to approve Minutes by: John Nguyen

Second by: Mary Clarke-Miller

Voting occurred in the Chat feature

Votes in favor: 14

Abstentions: 2

Opposed: None

Motion Carries

##### **3. Combining Facilities and Health & Safety Committees - Action Item: Tri-Chair Model, Makeup of Committee, Charge**

Leaders: John Nguyen, Brenda Johnson, Ava Lee-Pang

\*Documents: Facilities and Health and Safety Committee, Facilities Comm. Mtg Notes 4-9-21, Health Safety Comm. Mtg Notes 4-27-21

- Health and Safety Committee Co-chair, Brenda Johnson reported that the committee met a couple of weeks ago.
- The Combining of Facilities & Health and Safety was the sole agenda item.
  - The committee voted in favor of combining the committees but it was subsequently noted that there were not enough voting members in attendance to reach quorum.
  - As a result of this, the committee will have to meet again and present this item for approval.
  - The next meeting is on the 4<sup>th</sup> Tuesday of the month or May 25<sup>th</sup>.
- John Nguyen reported that the Facilities Committee did approve the recommendation to combine the committees and he made note of Martin De Mucha Flores' recommendation in regards to having the combined committees ensure that BCC facilities are inclusive, culturally responsive,

- affirming, safe, maintained, and improved to meet the changing needs of staff and students.
- The recommendation is on hold as approval is needed from both committees to move forward.
  - President Garcia noted that our last Roundtable meeting would be held prior to the next Health and Safety Committee so this item should resume in the fall unless another option is considered.
  - Co-chair Johnson will work with Co-chair Ava Lee-Pang and Joanna Louie to schedule a special meeting for the Health and Safety Committee.
    - This will ensure that the recommendation is presented to the committee prior to the next Roundtable meeting.

Q. Jennifer Lenahan asked if there are thoughts on how membership will be decreased since two committees are being combined or, will they start fresh and appoint new committee members.

- Brenda noted that several members currently serve on both committees.
- Since they have not met, they have not had an opportunity to discuss the tri-chair model.
- Additionally, they have not moved in the direction of reducing committee members but agree that this is something they will need to look at that.
- John also added that both committees also do not have all membership positions filled.
  - When the committees are combined, they are hoping to bring in new faculty and classified members to meet the recommended membership levels for each groups.
    - Faculty – Six representatives
    - Classified – Seven representatives (2 of 7 from the Business Office)
    - Administration – Three representatives
    - Associated Students – Two representatives

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

##### **Integrated Planning Committee (Report by Kuni Hay / Stacey Shears)**

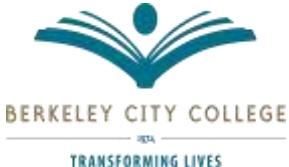
- Co-chair Hay reported that IPC will be meeting on Thursday, May 13<sup>th</sup>.
- Nothing further to report.

##### **Integrated Planning & Allocation Resources (Report by Sam Gillette / Stacey Shears)**

- Co-chair Gillette reported that IPAR will meet this week.
- The pressing item in discussion is moving the committee forward as a full participatory governance committee that would report to Roundtable and have the tri-chair model.
  - There is general agreement within the committee to move forward.
  - Received a temperature check on the idea from Academic Senate, last week, who would appear to support such a move.

##### **Facilities Committee (Report by John Nguyen)**

- The Facilities Committee will be meeting this Friday, May 14<sup>th</sup> at 12:30 pm.
- Discussions for this meeting will be about the BCC Covid-19 Recovery Work Group.
  - This is basically to include two members of each constituency group, students, classified professionals, faculty and administrators, for a total of 10 members.
  - They will specifically talk about a draft return to campus plan for college review.
  - They will be reviewing relevant information regarding the plan and the county and health and



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safety guidelines.

- Will also review BCC's building floor plans to include space utilization, signage and traffic flow.
- Will review the draft return to campus plans and samples from other Bay Area colleges to see what they are doing.
- The plan also includes conducting a physical walk-through of the BCC building to ensure that everything is safe.

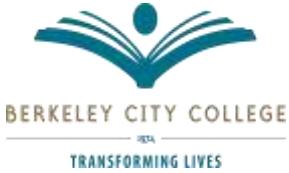
Q. Joseph Bielanski, Jr. asked if looking at vaccinations is being considered.

President Garcia responded that the conversation of vaccination has been at the district level.

- The Chancellor, via the Emergency Operation Command, is holding these meetings.
  - In addition, there is a subgroup specifically looking at vaccinations and that has representation from all of the union groups and college campuses.
  - Prior to the most recent round of information on vaccinations, it was not held mandatory because vaccinations were still under a protected, emergency status.
    - That has since changed and currently the CSU and UC systems are making it mandatory for faculty, staff and students to be vaccinated to return to campus.
  - The Chancellor's Office communication shared that it was leaving this decision at each respective district level, given that we have 72 local governing district boards.
    - This would not be something that the college would entertain but rather the college committees have to be ready when we receive whatever the agreement is across that constituency group representation.
    - This is something that our Board would entertain and potentially vote on.
    - This is for when we return back face-to-face or starting in fall 2021, as the CSUs and UCs have done.

**Technology Committee (Report by Mary Clarke-Miller / Lisa R. Cook)**

- The Technology Committee met last Thursday, May 6<sup>th</sup>.
- An addendum is being developed to add to the technology report.
  - They are hoping to receive more information from the faculty survey to see if there is anything additional they need to add in there and make recommendations.
- Co-chair Mary Clarke-Miller was able to attend the District Technology Committee and ask about the network upgrade that we have been waiting on for quite a few years.
  - Chief Technology Officer Antoine Mehouelle responded that the plan is to do all colleges at once, in the fall.
  - AV Tech Joe Bay has created the classroom update and, what appears to be the information coming from the district is that they want everything done at once, rather than piecemeal.
- Co-chair Lisa Cook reported that in their meeting they were "in progress" with a lot of things and did not file a report for today's meeting.
  - They hope to get all of these pieces together for the Roundtable meeting on the 24<sup>th</sup> because they have documents they are working on to show the progress this year and their recommendations moving forward.
  - Joe is working directly with VPI Hay and district personnel on the different information.
- Mary continued noting that they are trying finite the needs of faculty and students and put forward the recommendations with some suggested pricing.
- There is not much they can do about hybrid rooms until the network is done because our network



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- is so slow.
- If we try to livestream from a classroom, it would not be successful.
  - Mary reiterated that they have a lot of different things going on and pieces that they have to bring together into one report.
  - They are hopeful that the recommendations can go forth over the summer so that we are ready for the fall.

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

### Academic Senate (Report by Matthew Freeman)

- Academic Senate last met on Wednesday, May 5th.
- They had a series of live discussions on everything from the future of distance education at BCC and, our adoption and future participation in the CVC consortium.
  - The California Community Colleges system has a consortium where courses that meet a particular rubric standard of high quality distance education, called the Online Education Initiative (OEI) rubric, are able to participate at the California Virtual Campus (CVC) consortium.
    - The CVC is an exchange where students all across the California Community Colleges system are able to enroll in our online classes, without being assigned a particular community college.
    - There is a huge advantage to Peralta being approved to participate in the CVC consortium for future enrollments.
    - The Senate heard from Distance Ed co-chairs Chris Bernard and Cora Leighton on the development of that work and the efforts that will be continuing into the fall.
- They discussed a process in Distance Education through Assessment, called the Peer Online Course Review (POCR).
  - We have Distance Ed educators at BCC who have been trained and approved by the State of California to be course evaluators to help all of our instructors increase the quality of their online instruction.
- Academic Senate also heard from two Librarian colleagues, Jenny Yap and Heather Dodge, who presented on the potential endorsement for Academic Senate of a new affordable education materials committee.
  - Matt noted that we do not want our students having to make tough choices between having to buy food and paying for a textbook to start a class on time.
  - Our Library and team at BCC have been spearheading an elongated effort with the Academic Senate, across the college, for a couple of years now.
  - He commented that it is time for BCC to move in a direction that some of our other community colleges have done, and have an actual committee that handles this work to streamline it across the different parts of the college.
  - Perhaps as a long-term goal we can have not just courses or instructors that have online education resources available for free to students, but an entire college where affordable education material are available.
- The next Senate meeting would normally be on Wednesday, May 19<sup>th</sup>, which is a district holiday.
  - Academic Senate will have a special meeting to vote on endorsing the creation of an Academic Senate Affordable Education Materials Committee on May 26<sup>th</sup>.
  - This will be their last meeting of the semester.

### **Classified Senate (Report by Jennifer Lenahan)**

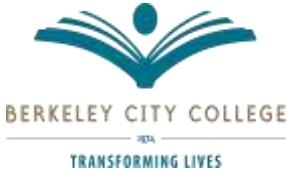
- Classified Senate held their last meeting on May 5<sup>th</sup>.
  - This meeting was pushed from the last week in April.
- They are still working on the stipend/overtime issue.
  - This has now become more of a union issue so Local 39 and SEIU will be working on that.
- They are supposed to be getting professional development funds, which CS President Lenahan understands, are going to be distributed to the campuses very soon. BCC is still waiting.
- She believes Susan Khan has reached out to Academic Senate President, Matt Freeman in regards to keep what they had as a professional development team, 3 Administrators, 3 Faculty, 3 Classified.
  - She is not sure of the status of that yet or whether they will be a stand-alone committee.
- The BCC Covid-19 Impact Survey was distributed.
  - Andrea Williams, Dolores Harshaw and Jennifer have encouraged everyone to complete this important survey.
- They had their first open discussion after their last Classified Senate meeting on the 5<sup>th</sup> and it went really well.
  - This was an open discussion initially set for 30 minutes for staff to talk about things bothering them, issues or concerns they might have.
  - The discussion continued close to an hour and was felt to be a good forum for discussions. They will continue with this practice.
- Jennifer expressed concern with BCC Classified Senate elections that are coming up.
  - She reached out to Classified Staff for volunteers to be on the Elections Committee and has heard from no one.
  - At their next meeting, she plans to ask a few people if they will participate.
    - If they do not have a committee, they cannot have elections.
  - They are hoping to have elections completed by the end of June.

Dr. Garcia commended Classified Senate for consistently submitting reports for the Board meetings.

- She appreciates that they take that opportunity to report on the work that is taking place by BCC Classified Professionals.

### **Associated Students of Berkeley City College (Report by Liam Zhu)**

- As reported at the last meeting, three BCC clubs held a joint event called the Road to Internship series, where students were able to win awards from the LinkedIn profile competition and also participate in mock interviews with real acquisition specialists and management level professionals.
- The big upcoming Campus Life event is the AAPI leadership panel this Wednesday.
  - You are all cordially invited to join us in a celebration of Asian American Pacific Islander Heritage Month.
- The Associated Students of Berkeley City College will hold a meeting on the 13<sup>th</sup>, and a final meeting next week on the 20<sup>th</sup>.
- Overall, it has been a year full of challenges, ingenuity, and perseverance.
- ASBCC President Zhu yielded a minute of his time to introduce the next ASBCC President for the 2021-2022 academic year, Harry Mapodile.



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- Harry has been one of the students overseeing one of the largest clubs this year.
- He volunteered consistently to escort Asian American elderly in Oakland Chinatown.

*Harry Mapodile*

- Harry reported that he is looking forward to working with everyone in the fall and spring semester.
  - He expressed that the current ASBCC officers have done a very good job at helping the new Student Council transition.
  - All of the projects to increase engagement have been working pretty well.
  - He looks forward to increasing student engagement as well as addressing the needs and concerns of BCC students, as they arise.

Roundtable Committee members overwhelmingly offered Harry congratulations and a warm welcome in the Chat Feature, while also expressing gratitude for ASBCC President Zhu's leadership.

- President Garcia thanked Liam for inviting Harry to join the meeting and personally welcomed him.
- She also recognized Liam for regularly showing up to the Board meetings and consistently providing ASBCC reports for the Board.
- Co-chair Freeman echoed President Garcia's welcome to Harry, noting that we're excited to be able to work with him moving forward.
  - Matt noted that it is great to see student leaders running for office, trying to get the vote out to increase participation, and then stepping into public service roles.

*Congratulations Harry!*

## 6. Announcements / Other

### End of Year Celebration (by President Garcia and Brenda Johnson)

- President Garcia announced that there will be an end of the year celebration.
  - They will try to hold some space for closing out the year and recognizing faculty, classified professions, administrators, and would love to have students participate.
  - She acknowledged that it will not be "the best party" due to our remote working conditions and asked for a little grace this year.
- The celebration will be held on May 25<sup>th</sup>, 12:30 – 1:30 pm.
- Brenda Johnson is the Administrative lead for the celebration.
  - She is looking forward to receiving information on faculty and staff who are assisting and also regrets that the event will not be held in person.

### Career and Transfer Center (by Andrea Williams)

- There will be a Transfer Celebration via Zoom.
  - Date and time are pending.

### Commencement (by John Nguyen)

- Berkeley City College's commencement will be held on Friday, May 28<sup>th</sup>, 6pm to 8pm.
  - Attendees were asked to block off their calendars for this special event.
  - An invitation with the YouTube link will be sent out.
  - Commencement Chair Nguyen noted how meaningful it is to students to see their professors, classified professionals and other students recognizing their amazing work.

**Annual African and African American Graduation (by Ramona Butler)**

- The 13<sup>th</sup> Annual African and African American Graduation will be held via zoom on Saturday, May 22<sup>nd</sup> beginning at 11am.
  - Ramona will be sending out an invitation with the zoom link for everyone to attend.
  - Our very own UMOJA and EOPS student ***Crystal Swan*** will be one of the student keynote speakers.

**Dr. Fabian Banga Appointed Chair, MLA (by President Garcia / Lisa Cook)**

- Berkeley City College's Fabian Banga has just been appointed as the Chair to the MLA Association of America.
  - This announcement will be a part of the President's News for the Board, tomorrow, May 11<sup>th</sup>.
- Dean Lisa Cook added that it is a national committee for Community Colleges of the Modern Language Association.
  - She noted that it will be great that we will be strongly represented and also that we can learn more about what issues are coming up for the MLA for Community Colleges, that we could weigh in on.

**7. Adjourn Meeting**

Co-chair Garcia adjourned the meeting.

*Next Meeting: Monday, May 24, 12:20 p.m., via Zoom*

Minutes taken: Cynthia D. Reese, 981.2851, [creese@peralta.edu](mailto:creese@peralta.edu)

\*Document Location:

<https://www.berkeleycitycollege.edu/wp/roundtable/schedule-of-meetings/roundtable-documents/>