



Berkeley City College
College Roundtable for Planning and Budgeting
 MEETING MINUTES
 Monday, March 21, 2022

Members Present: Joe Bay, Joseph J. Bielanski, Jr., Sean T. Brooks, Martin De Mucha Flores, Sam Gillette, Matthew Freeman, Angélica Garcia, Kuni Hay, Brenda Johnson, Ramona Butler, Christopher Lewis, Harry Mapodile, John Nguyen, Gail Pendleton, Phoumy Sayavong, Tim Rose, Stacey Shears

Guests: Mary Clarke-Miller, Patricia Mendoza, Domonique Prince

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

AGENDA AND DISCUSSION ITEMS
<p>1. Roll Call / Review Agenda</p> <p>Co-chair Freeman called the meeting to order at 12:21 pm.</p> <p>Motion to approve agenda by: Joseph J. Bielanski Second by: Sam Gillette Votes in favor: 15 Objections: 0 Abstentions: 0 Motion passes</p>
<p>2. Review Minutes</p> <p>Co-chair Freeman requested a review of the March 7, 2022 minutes.</p> <p>Motion to approve minutes by: Brenda Johnson Second by: John Nguyen Votes in favor: 16 Objections: 0 Abstentions: 0 Motion passes.</p>
<p>3. Tri-Chair Proposal for College Roundtable</p> <p>Leader: Matt Freeman, Academic Senate President & Co-Chair of College Roundtable</p> <ul style="list-style-type: none"> • Matt provided an overview of the nearly year-long evaluation of the BCC participatory governance process. The work began with the June 2022 participatory governance retreat, where all chairs/co-chairs of governance committees came together for Brown Act training, reviewed chair responsibilities, and helped design the year long-review of our participatory governance process. In Fall 2021, committees reviewed their charge, membership, and role in making recommendations for decision-making processes. • The Tri-chair model language presented to College Roundtable, asks for taking action to create a tri-chair model to include the Classified Senate President as co-chair to the College Roundtable. Matt shared how the tri-chair model is being considered and adopted in other committees, including at the college level with the District Participatory Governance Council, Participatory Budget Council. . • Classified Senate President Andrea Williams appreciated that the co-chairs for College Roundtable heard the input from classified professionals in fall 2021 and are bringing this for action. She expressed gratitude on behalf of the Classified Senate for this level of inclusion in full shared

governance.

- President Garcia recognized that Classified Senate leadership is integral to our governance process and this level of inclusion is grounded in BCC values.

Motion to approve College Roundtable adopting the Tri-Chair model and implementing in fall 2022 by:

Ramona Butler

Second by: Sam Gillette

Votes in favor: 17

Objections: 0

Abstentions: 0

Motion passes.

4. Update on 2022 – 2023 FTEF Prioritization Recommendation

Leaders: Angélica Garcia

- President Garcia provided an overview of the FTEF Prioritization Process and the Recommended Prioritization for new faculty hires. This presentation serves as an action to close the communication loop on this item and make the college community aware of the President’s decision about the FTEF prioritization recommendations.
- The following outlines the timeline of communication regarding the recommendations:

Fall 2021: Chairs Council conducts review, discussion, and finalization of the FTEF Prioritization for New Faculty Hires.

December 22, 2021: VPI communicated the FTEF prioritization recommendation list to Academic Senate President and College President

February 2, 2022: Academic Senate endorses the FTEF prioritization recommendation list

March 17, 2022: President meeting with VPI, Academic Senate President, and Chair of Chairs Council to discuss President response to recommendations and next steps for faculty recruitment process.

March 18, 2022: President communication to VPI, Academic Senate President, and Chair of Chairs Council with decision on FTEF prioritization list.

March 21, 2022: President communicates decisions on FTEF prioritization and new faculty hires for 2022 – 2023 academic year

- President Garcia informed College Roundtable that BCC has the opportunity, using new and existing funds, to make four (4) new faculty hires for the 2022- 2023 academic year. President Garcia accepted the FTEF prioritization recommendation list and BCC will proceed with the following faculty recruitments: 1) Psychology, 2) Education: Child Development, 3) Counseling, 4) Multi Media Art.

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- President Garcia communicated her gratitude for the hard work across the departments, the chairs, and the Chairs Council for completing this undertaking. She expressed gratitude for VPI Hay and the Deans for ensuring an open and smooth process for engagement.
- Ramona Butler commented that an intentional review of the diversity among the faculty should be considered, especially in Counseling to use an equity lens in the hiring process.
- Matt Freeman informed the committee that the Academic Senate passed a resolution to encourage the PCCD Human Resources division to expand marketing and recruitment to spaces where HSI, HBSU, and other cultural/affinity group spaces to promote and attract a more diverse pool of applicants. The Faculty Diversity Internship Program (FDIP) in the district and across the state focuses on supporting part-time faculty from diverse backgrounds to be successful in their journeys.
- Martín De Mucha Flores commented that chairs of the screening committees can be thoughtful of the questions to address equity & inclusion work. We have to be explicit about BCC's commitment to equity and racial justice, anti-racism work.
- Chris Lewis shared that HR confirmed in a training for managers the previous week that we can send posting to list servs connected to HBCU's and professional organizations, such as SACNAS.
- Matt Freeman commented how our district does not ask for a diversity or equity statement as part of the application process. The most insight we get from applicants is what they might share in their Statement Letter.
- Stacey Shears thanked Martín for reminding us all that we work towards increasing our equitable practices in our hiring processes, we should allow applicants some time to review the questions, for 15 minutes before the interview.
- Martín shared that this is a good hiring practice seen in other districts and communicates that we are not trying to create a "gotcha" moment. We want candidates to bring their best and collect their thoughts.
- Matt Freeman encouraged the committee members to drive this conversation into our local spaces to incorporate these concerns and suggestions into our district hiring practices.
- Kuni Hay supported the comments about working with HR to raise the quality, relevance, and focus of the interview questions. The HR template for questions can be limiting to get equity-focused language and perspectives.
- Chris Lewis shared that in a previous institution the paper screening process had an EEOP monitor. The paper screening process should allow for the most diverse applicants to be considered if they meet the minimum qualifications.
- Brenda Johnson shared that it starts with the job description and the ways we inform candidates of BCC's values of equity & inclusion as critical to our work. Our job descriptions might invite more qualified and diverse candidates if we share these values up front.
- Matt Freeman shared that we have an opportunity to promote this discussion throughout the college and the district to being about change in our hiring practices with a more DEI focused lens.
- President Garcia added that our DEI focus should be DEIA to include Access/Accessibility, especially given our Mid-term flex keynote presentation that called us to reflect on ensuring accessibility as part of our equity & inclusion work.

Question – Andrea Williams: Are these four (4) faculty hires tenure track positions?

Response- President Garcia: Yes, these are tenure track positions.

Question- Andrea Williams: Are the funding sources ongoing to ensure we do not have to cut these positions in the future?

Response- President Garcia: Yes, these are ongoing general fund dollars. The state provided an allocation to PCCD of \$1.4M for new faculty hires. At the Chancellor's Executive Cabinet level, there was discussion and the Chancellor confirmed that PCCD would be able to hire eleven (11) new full-time, tenure-track positions. BCC is receiving two (2) of these eleven lines. President Garcia stated that should a twelfth (12th) line be made available, she is advocating for BCC to have that additional line.

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

Integrated Planning Committee (Stacey Shears/Kuni Hay)

- During the last IPC meeting they reviewed and revised the committee's charge since it was confirmed that IPC serves a critical and separate function from IPAR.
- IPC plans to finalize the committee's charge to bring to the next College Roundtable for inclusion in the Participatory Governance Manual.
- Next IPC meeting is 3/24/2022 at 12:20 pm. is continuing to confirm and finalize the committee charge for the Participatory Governance Manual.

Integrated Planning & Allocation Resources (Sean Brooks /Sam Gillette)

- The committee reviewed their charge, membership, and role in recommendations for decision making processes. They will continue to review and plan to finalize before the next College Roundtable meeting.
- Sean Brooks provided a college budget update on YTD for FY 22 with FY 23 estimates for general funds,
- IPAR is in the processes of reviewing the resource requests that have come through in the Comprehensive Program Reviews and the Administrative Unit Reviews. They plan to capture the requests in key areas of requests of human resources, operational resources, physical resources.
- Next IPAR meeting is 3/22/2022.

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

- The committee met on 3/10 and had a presentation on the new building (BCC West) from VP Brooks and Kitchell colleagues, Jeremy Bordi and Bob Parks. The update included where we are with the "design-build" process and the progress of the building user group (BUG) meetings. The committee provided input on the "mock-up" of the building, especially the external labeling of the building. The presentation included information on next steps before reaching the construction phase. The presenters shared they are scheduled for the 3/11 meeting with students.
- The committee received confirmation from Sean Brooks that PCCD is maintaining the mask indoors mandate, even when cities and counties are removing the requirement for indoor spaces.
- Next meeting is on 4/15 from 12:30 – 1:30 pm.

Technology Committee (Lisa Cook/Mary Clarke-Miller)

- During the 4/7 meeting where Joe and Willis presented the HyFlex Taskforce updates and options. The committee is reviewing the HyFlex proposals to provide input on the recommended option to pursue for BCC.

- VPI Hay wrote in the chat box: *“Thank you, Tech committee! Just to clarify, BCC Integrated HyFlex task force requested the Tech committee to make recommendations on the equipment for HyFlex as the expenditure timeline is here and we needed to make sure that we could at least process purchases. HyFlex task force got the recommendation from the Tech committee and will purchase a couple of equipment now. HyFlex Task force, per our plan, will continue to conduct R&D about the equipment and beyond, FYI”*
- The tech committee continues to follow the upgrading/replacement of ten (10) computers in Room 324 using SWP and HEERF for HyFlex Rolling Carts for pilot use.
- Next meeting is 4/7/2022.

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

Academic Senate (Report by Matthew Freeman)

- At the 3/16 AS meeting, the senate thanked all those who organized the 3/15 Flex Day schedule and focus on equity.
- Sean Brooks and Kitchell colleagues, Jeremy Bordi and Bob Parks provided a thorough and well-received presentation about the new building. There has been high level of engagement of faculty throughout the process and the AS appreciated that Sean will include AS as part of future presentations before key milestones in the project. Matt invites all faculty, staff, and interested community partners to go to the AS website for the presentation materials. He recommended that the Classified Senate consider having the presentation as well for discussion. Faculty are still engaged in the final BUG meetings and have been since last summer.
- The AS is proud to announce that Fatima Shah has been selected as the faculty speaker for the 2022 Commencement program.
- The AS is crafting a resolution to include class caps as part of the resource allocation model. Faculty feel strongly that faculty should lead discussions about class caps because of what they see and know as what is best for students’ learning.
- Next AS meeting is 4/6/2022

Classified Senate (Report by Andrea Williams)

- The CS continues to provide space for staff to provide input on the role that the CS can have to support staff with internal matters.
- In April, the CS will host two (2) professional development sessions. One is with CSU East Bay pathways program to inform classified professionals to pursue a Bachelor’s Degree in Arts or Science. The second is a Financial Literacy Workshop to help classified staff with managing finances, planning for the future, and transitioning to other positions or other districts.
- The CS leadership continues to work with the college executive administration on supporting return to campus activities for staff.
- Next CS meeting is 3/23/2022

Associated Students of Berkeley City College (Harry Mapodile)

- ASBCC will be sending three (3) student leaders to the ASCCC, April 1-3, 2022:
Mazin Saeed (VP of Public Relations)
RJ Ishimaru (VP of Finance)
Harry Mapodile (President)

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- ASBCC concluded their brainstorming for the 2022 Commencement Theme: Resilience
- Women’s Leadership Club hosted a hybrid event celebrating Women’s History Month that had great attendance and included President Garcia as a speaker. Students really appreciated this space and focus on Women throughout history.
- Psychology Club held an event last Friday that included a game night in the student lounge. The attendance was good and students really enjoyed getting together and building community.
- ASBCC elections will take place 4/12 – 4/13. The Voter Guide will be released soon.
- Food Pantry continues to provide fresh produce and food for students and community members two times per month. The ASBCC appreciates the support and presence the College has in providing food and other itmes.
- Next ASBCC meeting is 4/6/2022.

7. Announcements

- Martín De Mucha Flores announced the “Unapologetic LGTBQIA+ Conference May 4 – 5, 2022. BCC has a contingency of 15 folks attending thus far. Reach out to him if you are interested in being included in the group registration.
- Mary Clark-Miller announced that there are two students participatin in this weekend’s Game Builder conference in San Francisco. This event is hosted by the International Gaming Development Association and a great experience for students.
- John Nguyen announced that the Food Pantry continues to provide fresh produce and food for students and community members two times per month. The ASBCC appreciates the support and presence the College has in providing food and other itmes.
- Tim Rose asked if other items could be donated to be included. He offered private donations of sustainable soaps from a local soap maker. John Nguyen confirmed that donations are welcomed and can be included in the food bags. EOPS provides the bags and students really appreciate tha personal touch.
- Ramona Bulter also shared that EOPS has some toiletries that could be included in the bags and will reach out to John Nguyen for next steps.
- President Garcia announced the next Cafecito with the President for March 24, 2022 from 1:45 – 2:30 pm on campus.

8. Adjourn Meeting

The meeting was adjourned by Co-chairs Garcia and Freeman at 1:20 pm.

Next Meeting: Monday, April 4, 2022, 12:20 p.m., via Zoom

Minutes from recorded notes: Angélica Garcia, 981-2850, angelicagarcia@peralta.edu