



Berkeley City College
College Roundtable for Planning and Budgeting
MEETING MINUTES
Monday, October 25, 2021

Members Present: Joseph J. Bielanski, Jr., Ramona Butler, Martin De Mucha Flores, Matthew Freeman, Angélica Garcia, Sam Gillette, Kuni Hay, Brenda Johnson, Jennifer Lenahan, Christopher Lewis, Harry Mapodile, John Nguyen, Cynthia Reese, Tim Rose, Stacey Shears, Andrea Williams

Guests: Dana Cabello, Mary Clarke-Miller, Francine Lewis, Carolina Martinez, Patricia Mendoza, Verónica Montoya, Alejandra Oseguera, Domonique Prince, Phoumy Sayavong, Randy Yang

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.

Co Chair Freeman reported that Co-chair Garcia and VPSS Shears are attending a Department of Education meeting and will join later.

Motion to approve agenda by: Tim Rose

Second by: Mary Clarke-Miller

Voting occurred in the Chat feature

Votes in favor: 13

Objections: None

Abstentions: None

Motion carries.

2. Review Minutes

Co-chair Freeman requested a review of the October 11, 2021 minutes.

Motion to approve minutes by: Sam Gillette

Second by: Joseph J. Bielanski, Jr.

Voting occurred in the Chat and voting features

Votes in favor: 13

Objections: None

Abstentions: 1

Motion carries.

3. Accreditation Update

Leader: Kuni Hay

Document: Draft 2 PCCD 2021 Functional Map 10_14_21 to Board (Reference [here](#) for details)

- Expanded Chancellor's Meeting has been focusing on the responses to the Follow Up Report that was submitted to ACCJC on October 1, 2021.
 - Ten recommendations were focusing solely on the District functions and identification of the delineation of function was one of the 10 recommendations.
 - Accreditation Liaison Officers were taking the lead to facilitate the wide and thorough reviews of the Functional Map at each college.

- BCC has taken this to different committees, programs, and services to obtain feedback and they have been captured. With the feedback, it was shared with the Board of Trustees at its October 14th meeting.
 - VPI Hay thanked all of the college shared governance committees for their feedback along the way and support.
 - Also thanked was the entire college accreditation team who were important to finalizing the October Report.

Questions regarding this topic will be addressed when President Garcia is able to log into the meeting.

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

Integrated Planning Committee (Written and Verbal Report by Kuni Hay)

- IPC met on October 14, 2021. Per the Brown Act, the committee included the “Public Comment” section in the meeting.
- Major activities that took place in the meeting were:
 - Review of the IPC Charge for the BCC Participatory Governance Handbook.
 - In-depth review of the current charge occurred.
 - This was a good process that exemplifies the evaluative and reflective process of the function and operation of the IPC that will lead to the improvement and focus that are in alignment with the college Mission (Accreditation recommendation March 2021).
 - Subcommittee was identified (Tim Rose, Matt Freeman, Stacey Shears, Martin De Mucha Flores and Kuni Hay) whose focus will be working on the draft revision based on the large committee input.
 - Due by next meeting on October 28, 2021.

Integrated Planning & Allocation Resources (Written and Verbal Report by Phoumy Sayavong)

Document: IPAR Charge_Adopted Oct 12_2021 (Reference [here](#) for details)

- The committee updated the IPAR charge and adopted it on October 12, 2021.
- The Program Review timeline was reviewed and IPAR’s role in the process was discussed.
 - More discussions are needed to finalize IPAR’s Program Review resource prioritization process.
- The next IPAR meeting will be Tuesday, November 9th.

Facilities and Health & Safety Committee (Written and Verbal Report by John Nguyen)

- The Facilities, Health, & Safety Committee met on Friday, Oct. 8th from 12:30 – 1:30pm.
- The committee is considering to add more spots for classified members and also looking for more faculty members.
- We also want to thank Vice President Brooks for answering questions regarding Return to Campus.
- Our next meeting will be on Friday, Nov. 12th from 12:30 – 1:30pm.

Technology Committee (Written and Verbal Report by Mary Clarke-Miller)

Document: Techology Committtee Charge update 10_18 (Reference [here](#) for details)

- The Technology Committee held an emergency meeting on October 14 to review and revise the committee charge.
 - The committee further updated the Technology refresh plans for use in the completion of the Comprehensive Program Review process.
 - These updated plans have been submitted to VPI Hay so she may work with her team to make further progress on the Refresh Plan.
 - The committee reviewed and revised its charge and requests Roundtable discuss and advise on this item in the charge:
 - *Human and Fiscal Resources: Develop, distribute and utilize resources to support the development, maintenance, and enhancement of programs and services (shared with District).*
- Q. Is this a committee or administrative function or is it done through our budget allocation process?

Questions regarding this topic will be revisited when President Garcia is able to log into the meeting.

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

Academic Senate (Report by Matthew Freeman)

- Academic Senate did not convene for their regularly scheduled third Wednesday of the month meeting due to the college-wide Flex Day.
- Matt thanked Susan Khan and the Professional Development Committee for the success of Flex Day.
- The next Academic Senate meeting will be held on Wednesday, November 3rd.
 - An action item that will be presented by the Curriculum Committee is recommendations and language with regards to our curriculum process at the college and subsequently the district level CIPD.
 - There will be a presentation by VP Brooks to further discuss with faculty on the most recent updates with regards to HEERF spending.
 - Also on the agenda will be an update on the development and design of our new building from two faculty members who have been a part of the Building User Group's conversations.

Classified Senate (Written and Verbal Report by Andrea Williams)

- At the October 13th senate meeting they discussed the inclusion of a tri-chair model for Roundtable.
 - Members were supportive and will vote on the final decision at the next meeting weds October 27th, 2021.
- Professional Development is still in limbo.
 - Funding has been available since 2019 but has not been distributed to the campuses until a decision was made on how to share the funds.
 - Jennifer Lenahan is researching where the funds are being held, how to access them, from what Department and how to support other classified professionals at the other three campuses to form a committee.

- This has been suggested to decide how we will distribute the professional development funds.
- They are hoping to receive the funds prior to the end of the year.
- BCC Classified Senate Leadership hosted a workshop titled “Get to Know Your BCC Community”, an enjoyable and informative activity to create a bond amongst one another.
- Next Classified Senate Meeting: Wednesday, October 27th, 2021 at 3:00 pm.

Associated Students of Berkeley City College (Written and Verbal Report by Harry Mapodile)

- "Last Friday ASBCC officers met with Vice Chancellor Siri Brown to discuss bringing back the AC Transit EasyPass.
 - The ASBCC will decide this Thursday at 12:20pm if the AC Transit referendum should be back in the Spring 2022 ballot.
- In our last meeting the ASBCC appointed two officers to participatory governance.
 - We have an additional student representative in the Presidential Task Force and one in the Student Senate for California Community Colleges.
- The Return to Campus Student Town Hall on Oct 15th was a huge success.
 - There was an attendance of over 40 students, and the administration of BCC answered many of the questions students had.
 - Thank you to all the faculty for who answered the questions and also thank you to the BCC Student Activities for organizing and advertising the event and making it a success.

Accreditation (cont'd.)

- Classified Senate President Williams asked for a brief overview on the Accreditation visit.
 - The meeting last week focused on the commission’s letter to each of the four colleges, addressing some of the deficiencies or shortfalls in key functions that are predominantly housed within the district operations.
 - At the report-out, with resounding affirmation, each of the team members readily acknowledge how much work is happening at the college levels.
 - They noted that they have seen great improvement in areas related to Board relationships and delegation to the Chancellor, and some of the fiscal operations that have been addressed and the work that has gone into the campus functional map.
 - The functional map was reported to have turned into an incredibly in-depth document to try and clarify where the college role ends and begins, where the district role ends and begins and the shared functions.
 - The team was stated to be working hard to showcase the work that we have done and to put forth a report that captures that work.
 - President Garcia will receive the written report from the team chair within the first week of November and will have a short amount of time to address errors of fact in the report, and submit it back.
 - The final report will be sent to the Commission who will meet in January.
 - President Garcia will likely go to the Commission and entertain any questions they might have.
 - They will then take action and will have 30 days to send the decision letter to President Garcia.
 - There are two points of action at this point:
 1. Advancing to Show Cause

2. Move back to Warning

- There is a gray area as to whether or not we would continue on Probation because in June, the Commission voted to extend the probation from two to three years.
- There is uncertainty as to whether we get captured in the new revision or if we are held to the previous two years.

Technology Committee (cont'd.)

- To inform the Chairs and everyone about what is happening, Co-chair Clarke-Miller asked if it would be possible to get an update from Roundtable as to what the budget is going to be for the refresh plan, so they can adjust it accordingly to submit in the Comprehensive Program Reviews.
- There was also a question on the charge as noted above.
Response: President Garcia's initial thought is that it is an administrative function.
 - She will follow-up with the Tech Committee and Leadership team.
 - It was also noted that the Technology Committee does not provide training as also noted in the Purpose.
 - President Garcia also took note of that statement.

6. Announcements

- President Garcia hopes that as a college community it is felt that the leadership team is providing as much communication as possible in regards to the return to campus.
 - There are moving components on a daily basis.
 - She encouraged everyone to feel free to ask her directly or anyone on the President's Cabinet team but specifically, VP Brooks, if any information is unclear.
 - Academic Senate President Freeman thanked President Garcia for her commitment to transparency as the president of the college.
- Mary Clarke-Miller announced that they have the virtual Digital Media Educators Conference this week, where she is also a presenter. If anyone is interested in attending they have a couple of tickets to share.
- Cafecito tomorrow, Tuesday, October 26th, 12:30 pm.

7. Adjourn Meeting

Co-chair Freeman adjourned the meeting at 1:27pm.

Next Meeting: Monday, November 8, 12:20 p.m., via Zoom

Minutes from recorded transcript: Cynthia D. Reese, 981.2851, creese@peralta.edu