Members Present: Angélica Garcia, Andrea Williams, John Nguyen, Kuni Hay, Matthew Freeman, Sean Brooks, Stacey Shears, Carolina Martinez, Carolyn Martin, Claudia Abadia, Djenilin Mallari, Joya Chavarin, Mazin Saeed, Skyler Barton, Thomas Rizza

Guests: Joseph Bielanski, Jr., Dana Cabello, Lisa Cook, Martin De Mucha Flores, Natalia Fedorova, Richard Kim, Cora Leighton, John Saenz, Phoumy Sayavong, Danielle Spencer, Christine Trowbridge

Tri-Chairs: Angélica Garcia, President; Matthew Freeman, Academic Senate President; Andrea Williams, Classified Senate President

AGENDA AND DISCUSSION ITEMS
1.   Roll Call / Review Agenda
Co-chair Freeman called the meeting to order at 12:24pm. Motion to approve agenda by: Andrea Williams Second by: Stacey Shears Votes in favor: 14 Objections: 0 Abstentions: 0 Motion passes.
2.   Review Minutes
Co-chair Freeman requested a review of the October 10, 2022 minutes. Motion to approve minutes by: Carolyn Martin Second by: Kuni Hay Votes in favor: 13 Objections: 2 Abstentions: 0 Motion passes.
3.   IEPI PRT Visit #1 (10/31/22)
Leader: President Angélica Garcia

- This continues conversation from last meeting regarding IEPI. First visit is next week on Halloween, October 31. President Garcia provides a general overview of meetings and interviews that the Partnership Resource Team (PRT) will have at BCC, which relate to the submitted proposal. This was shared with Roundtable so that members could see the particular groups that the PRT will meet with, where, and when. Community members with questions as they pertain to their respective constituency group or department are encouraged to speak with Academic Senate President Matt Freeman, Classified Senate Andrea Williams, VP of Instruction Kuni Hay, or VP of Student Services Stacey Shears.
- President Garcia clarifies that this informational item is presented to the campus community to make sure that the community is updated. A second, follow-up visit from the PRT will take place on December 2, 2022, during which the PRT will share what they learned from their first visit.
- The goal of these visits and proposal is for BCC to receive one-time funds of $200k for BCC to put into motion the efforts mentioned in the proposal.
- Q (Andrea): Will RT meet again prior to 10/31 visit?

A (President Garcia): There is not another meeting planned, but if it would be helpful for her to visit a Classified Senate meeting, she would be happy to pull something together, similar to how Academic Senate Matt Freeman is meeting with faculty.

A (Andrea): Clarifies that she is asking for herself, to learn how to prepare for the PRT meeting such as Classified Senate preparation, a list of questions from the PRT?

A (President Garcia): PRT wants to know who the elected individuals are. For other interviews, questions will relate to the proposal regarding professional development, onboarding, and use of disaggregated data related to Institutional Research. President Garcia proposes connecting offline to ensure that there are materials and information available for upcoming Classified Senate meeting.

- President Garcia concludes by sharing that she will make sure to come back to Roundtable after the PRT visit to share lessons learned, such as information shared during the closing summary meeting with PRT.
- Tri-Chair Matt Freeman shares that he has had a chance to connect with Senate faculty about what the grant is and what the faculty role may be within that proposal. He shares that he looks forward to connecting with the team to help BCC move forward.

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

Integrated Planning Committee (Stacey Shears/Kuni Hay)

- VPI Kuni Hay introduces the four Annual Program Update (APU) templates and IPAR timeline. She begins by stating that completed APUs will go to the respective Deans and managers for review, after which resource allocations will be reviewed by VPSS Stacey Shears, VPAS Sean Brooks, and VPI Kuni Hay before making prioritized recommendations to IPAR. This process began last year, as reflected in shared IPAR timeline.
- VPAS Sean Brooks clarifies that the budget portion of these templates is reflective of the 2023-2024 budget development of District, which is consistent with the timeline.
- Kuni adds that these templates are a pivot to align more closely with what we do to incorporate equity and student access, and success and equitable completion. She thanks committee members for their reflection on the templates and appreciates their feedback. She adds that she wants to make sure that adequate, accurate data is provided and that questions on the templates solicit questions to address these values and priorities.
- Kuni begins by reviewing the Instructional APU template, highlighting where the questions reflect aforementioned priorities as well as emphasize the importance of the student-centered funding formula (SCFF). She mentions that data is also folded into the dashboard and questions on the template, such as Phoumy and Becky's data which does a great job of assessing who students are, where they are going, and what BCC needs to do now knowing that information. For example, knowing that not many seventh graders are BCC-bound.
- Shifting to utilization and assessment, feedback was received from Assessment Committee members for this section. Kuni thanks Kelly and team members for their feedback, emphasizing the importance of doing ALOs and PLOS and, more importantly, knowing what results are there and how they impact decisions.
- Kuni concludes with the resource request portion of the template and clarifies that some information is already front-loaded and not every detail needs to be included. For example, there is not a need to report who needs a laptop at their desk, but generally what equipment is needed

and by whom or which group.
- Phoumy notes that when the template was released in the past, he would historically provide training on the data and how to make use of it. He clarifies that the template mirrors previous APU reviews. He shares that what would typically be done in the past is those completing the APU would look at previous responses and assess what has changed. Phoumy concludes by saying that the APU may not have to change, and it doesn't necessarily need to.
- Q (Claudia): Will these templates be provided as Word documents, as what is currently being shared is a PDF.
  A (Kuni): Yes, these will be sent as a Word doc.
- Kuni invites other execs to walk through the rest of the templates. VPSS Stacey Shears begins by reiterating that the Student Services template is similar to what has just been reviewed on the Instructional template, such as the template echoing grounding principles. She mentions that the template is framed in such a way as to be usable by folx who will be filling it out. It asks for similar information, and has a similar format and dashboards.
- Stacey shares that something that arose from discussions is that sometimes it is helpful to know outcome data for certain cohorts. She scrolls further down the Student Services APU template to see and highlight how many students are completing or being retained from Instructional perspective, and may be looking from the point of view of a specific department, whereas in student services, it would be helpful to consider this data from the perspective of students being served.
- Stacey also highlights how the template reflects Dual Enrollment, facility utilization (similar to OOI template), then engagement. These ensure that as enrollment activities are happening, we are checking what students are enrolling in, particularly after they've received a "treatment," and checking SLOs. She passes it to VPAS Sean Brooks who reviews the Administrative Units template.
- Sean shares that the only difference with the Administrative template is section 3 which addresses asks each group how their unit has committed to SCFF measures, and that raw data impacts what goes into SCFF. They will look there to see how it has impacted funding resources.
- Kuni names that they have made significant pivots, such as growing to four different templates to incorporate different areas that were otherwise excluded. They were also intentional about incorporating SCFF, Guided Pathways (GP), and Distance Education (DE). These guide the implementation of the EMP, and conveys the intention to incorporate informational processes and information here may be helpful for EMP prep. Kuni ends by thanking community members for their feedback.
- Tri-Chair Freeman says it is always great to see data be more specified so that we may close the loop as we move forward as a college. He thanks Phoumy for his continued work with IPC.

Integrated Planning & Allocation Resources (Sean Brooks/Phoumy Sayavong)
- Sean shares that they had a robust meeting on October 11 during which they provided the FY23 budget and results of how the money is being spent. They also discussed the APU resource allocation timeline which fed into APUs. They took into account recommendations on how members are selected to be part of IPAR committee and updated the charge regarding that as to how selections are made moving forward.
- They will meet next on Tuesday, November 8, 2:30-4:30pm.

Facilities and Health & Safety Committee (Sean Brooks/John Nguyen) - update on template name
- Sean shares that building for BCC West is on track. On October 14, administrators me with the Mayor and Vice Mayor to discuss surrounding business communities regarding the project. He also shares that safety members have been selected and notified regarding upcoming trainings.
- Sean asks that ADA needs are brought to the attention of the Business Office.
- The meeting scheduled for Veteran's Day is canceled and the committee will instead meet on December 9, one item for which is evacuation map updates.
- Q (MF): Sean provided an update on the composition of IPAR. Does the committee have an update or have they had discussions regarding the Tri-Chair model?
  A (John): No, not yet.
- Q (AG): For December 9 meeting, can you please bring as a campus-wide conversation two things:
  1. Naming of the building or how it's referred to ("Milvia," "new building," "BCC West"). Establish Sean as the point of connection with the District Department of General Services (DGS) as it's important to be aligned with Board policies and procedures.
  2. Look into the kind of art displayed on buildings, and what the process will look like. Need a starting point which may start in the Facilities, Health, and Safety Committee, then get insight and campus engagement on both of those items.
- Matt brought up that in Senate space, they are curious about the progress of the building and asks for Sean to continue bringing faculty up to speed. Matt shares that Building User Groups (BUGs) faculty have been involved in the past, particularly about art as BCC has students involved. For example, there was lots of discussion about 4th Floor classrooms before the floor was open, and lots of dialogue around art being used. Matt requests outreach to faculty who have been part of BUGs as they are starting to ask those questions again. Matt establishes a standing item to requests report-outs to Senate. He shares that he can make an announcement at the next Academic Senate meeting (the second in November so that people may attend). He concludes by statins that Carolyn in the Art department, also on the Zoom call, may play a big role in determing the art for the new building.

Technology Committee (Chris Lewis/Mary Clarke-Miller)
- Tri-Chair Freeman asks for updates from the Committee, but Chairs are interviewing candidates right now, therefore not present.

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

Academic Senate (Report by Matthew Freeman)
- Not able to hold 2nd Senate meeting of October as it coincided with mid-semester Flex Day. Matt gives a special shout out to the Professional Development (PD) Committee for putting on an amazing mid-Flex. He hopes everyone had a good time as he learned a lot. He shares that it is great to hear from different folx in different PD spaces. As things are constantly evolving at the College, it is helpful to incorporate updates during Flex Day. He shares that he stopped by Heather Dodge's office to discuss Flex Day and IEPI.
- Matt shares a reminder to close the loop and fill out the Flex Day evaluations, for which Heather will send a reminder to everyone.
- Academic Senate will next meet on November 2 during which they will continue efforts to support colleagues in the Professional Development Committee, receive an update from PD, and also debrief IEPI and the experience from the PD meeting on 10/31 as part of the IEPI Visit #1.

Classified Senate (Report by Andrea Williams)

- Andrea announces that they are meeting this Wednesday, October 26, 2:30-3:30pm. They will meet once more in November and they are planning a retreat, tentatively on December 7.

Associated Students of Berkeley City College (Report by Mazin Saeed)

- ASBCC reopened apps for a couple of vacant positions and many people applied; they may conduct interviews this week. Over the last couple of weeks, many BCC clubs have come to ASBCC to request funding for events, and it's great to see that clubs are actively using funding to hold events. Members have been assigned to committees for shared interests, and they are attending meetings as student reps.

6.	Announcements

- President Garcia announces the upcoming Charrette, which is a fancy word for a community gathering. She invites colleagues to attend and asks that they distribute to community partners in the K-12 and other local industries. She emphasizes the hope that there is ample representation especially of the Berkeley community. She clarifies that the Charrette will be hosted at Laney College as it is considered the most central college.
- VPSS Stacey Shears reminds the group to complete the enrollment form for SISC, an announcement for which went out earlier this week. There was a training today, and another coming up on November 7. She reminds everyone that the form is due by Monday, November 14.
- Carolina thanks the group for supporting Undocu Week of Action and provides the update that SB 1141 passed. She also shares that as a liaison, she will be among a group meeting with the Chancellor in December to update AB540 forms for January 2023.
- Tri-Chair Freeman welcomes Carolina as this is her first meeting as a voting member. He shares that Carolina is a former student of his and he is excited to have her join Roundtable as a colleague of the highest governance committee at BCC.
- VPI Kuni asks President Garcia and VPSS Stacey Shears to join her in sharing that the follow-up visit to the District concluded on October 13-14. Financial Aid questions related to the Department of Education (DOE) program review have been completed as Stacey has contributed. We now await the results and a summary of what they've seen and what they're concluding. President Garcia agrees that it felt really good. District has every reason to be halfway hopeful and halfway holding our breath. Feeling hopeful at the outcome.
- John reminds the group that November 8 is the last day to register online before Election Day (November 8). At BCC, his office is making sure to increase voter turnout, such as directing students to the Welcome Desk if they need help registering to vote.
- President Garcia asks that the group hold December 9, 12:30-3:30pm for the holiday celebration. She will work with the PIO office to get information out next week. She shares that this is usually a collaboration between the President's Cabinet, Academic Senate, Classified Senate, and ASBCC. We will work to set up a time to celebrate the end of the Fall semester.
- Tri-Chair Freeman follows up John's comments with a link to the Secretary of State Office to register to vote.

7.	Adjourn Meeting

The meeting was adjourned by Co-chairs Garcia and Freeman at 1:10pm.

Next Meeting: Monday, November 14, 2022, 12:20–1:30pm, Conf Room 451 A/B + Zoom

Minutes from live meeting: Djenilin Mallari, (510) 981-2851, dmallari@peralta.edu