

Berkeley City College
College Roundtable for Planning and Budgeting

MEETING MINUTES

Monday, January 30, 2023 (Special Meeting, 5th Monday)

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

Guests: Natalia Fedorova, Joseph Bielanski, Jr., Catherine Nichols, Cora Leighton, Richard Kim, Chris Lewis, Lissette Flores, Lisa Cook, Martin De Mucha Flores, Randy Yang, Mary Clarke-Miller, Sylvia Espinosa, Phoumy Sayavong

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

AGENDA AND DISCUSSION ITEMS
<p>1. Roll Call / Review Agenda</p> <p>Tri-chair Freeman called the meeting to order at 12:22 pm.</p> <p>Motion to approve agenda by: John Nguyen Second by: Skyler Barton Votes in favor: 11 Objections: 0 Abstentions: 0 Motion passes.</p>
<p>2. Review Minutes</p> <p>Tri-chair Freeman requested a review of the December 12, 2022 minutes.</p> <p>Motion to approve minutes by: Carolyn Martin Second by: Carolina Martinez Votes in favor: 11 Objections: 0 Abstentions: 0 Motion passes.</p>
<p>3. Accreditation: Reaffirmation</p> <p>Leader: Angélica Garcia and Kuni Hay</p> <ul style="list-style-type: none"> President Garcia announces that ACCJC communicated its action to reaffirm accreditation for BCC, the text for which was shared via email to BCC FAS the previous afternoon. She reminds everyone that this is what BCC has been working on for the past three years. She presents the Powerpoint slideshow (file named "ACCJC Action Letter Update 1-30-23 Roundtable Presentation (1).pdf"), specifically the timeline which outlines the process beginning with ACCJC placing BCC on probation in January 2020. In January 2022, ACCJC issued an action letter noting fiscal deficiencies and non-compliance with identified standards which ultimately put BCC on "Warning" status. An additional follow-up report and site visit took place in October 2022, both of which addressed compliance and deficiencies related to the District. At the conclusion of both, a report to the Commission was that BCC (as well as all Peralta Colleges) met all deficiencies and standards required by Commission. Presidents of Peralta Colleges and the Chancellor's Office presented to the Commissioner meeting

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in January 2023 and the steadfast commentary was that Peralta Colleges have done work to correct deficiencies and are now compliant. They urged the Commission to take action on reaffirmation. Presidents received respective letters from ACCJC last week.

- President Garcia comments that this reaffirmation and the work that led to it is a huge accomplishment amidst the pandemic, unrest in response to racial injustice, and other external and internal factors. She sends a huge congratulations and thank you to all present and the BCC community at large: the President’s Cabinet for taking leadership in key areas and immediately addressing key concerns; Business and Administrative Services (VP Sean Brooks and the team of Classified Professionals) to make sure internal mechanisms were addressed; the Institutional Research office (Dr. Phoumy Sayavong) for his consistent work and presence in front of and behind the scenes to ensure the appropriate use of data; District colleagues and Chancellor Jackson’s office; Trustees for their work and support. She invites VP Kuni Hay who is BCC’s Accreditation Liaison Officer (ALO) to make her remarks.
- VP Hay adds that there was a Comprehensive Site Visit in March 2021 which was virtual, as was the Site Visit previously. She comments that BCC has really gone through unknown territory together and deserves extra kudos for accomplishing this together as everyone got together to address all areas of concern. She thanks everyone for their hard work to achieve this.
- President Garcia review what this reaffirmation means for BCC moving forward, such as calling upon activating the Accreditation Steering Committee which was key in creating ISER, and continuous review and assessment of accreditation requirements and standards. She announces that BCC does not have a written report due until March 15, 2025. She invites all to continuously record ways in which BCC is continuing to address standards and show progress on two recommendations: 1) participatory governance, 2) use of disaggregated data on decision-making processes. Other items coming up are ISER review in Fall 2027, and next visit in Spring 2028.
- President Garcia ends by inviting everyone to stay involved such as through engaging in participatory governance or activities that promote the continuous improvement for institutional effectiveness. There are no questions, to which Tri-Chair Freeman comments that it seems more are just relieved at the news.
- VP Hay comments that what is also needed is for campus to camp up and obtain disaggregated data, and assessment must be done as BCC is “not there yet,” and there is still more to go to develop a “Culture of Assessment” such as taking a look at what is going on and including that in the data. She looks to Richard Kim for his leadership in this ongoing work.

4. PCCD Chancellor Search Process Update

Leader: Angélica Garcia and Matt Freeman

- Tri-Chairs Garcia and Freeman announce that there are changes being proposed or taking place to Board Policy (BP) 2431, and they present a document (file name “BP 2431 Chancellor Selection”) which came to them via Participatory Governance Council (PGC), the District-level equivalent of Roundtable. PGC met for the first time of spring 2023 last Friday and during the meeting, the Chancellor brought this document to PGC which had been; discussed at the Board of Trustees meeting. Tri-Chair Freeman comments that there was lots of attention and interesting conversations, much of which had to do with a variety of parts that contribute to the hiring, screening, and selection committee process for Chancellor.
- Tri-Chair Freeman clarifies that the Chancellor is the singular employee of the Board, which is

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exclusively responsible for the final hiring decision of the Chancellor. The area that got the most discussion was adding 3 Board members to the screening committee (Section C.i).

- The screening committee did not previously include any Board members because the Board is ultimately to whom the candidate is brought for the hiring recommendation. It was called to question what it looks like to have 3 of 4 Board members hiring the candidates also involved in screening the candidates.
- Also commented on by PGC was moving language from “Selection” to “Screening” Committee, as well as the addition of confidentiality. A discussion was also had regarding the language of “shall” vs. “may.”
 - Tri-Chairs Freeman and Garcia invite feedback from the Roundtable Committee and guests present and, as members of PGC, are happy to convey feedback to PGC about these proposed edits.
- Q (Tri-Chair Williams): What is the current process for selecting employees to sit on the screening committee?
A (Angélica Garcia): The composition of the committee (C.ii) is 2 Administrators, 4 Faculty, 3 Classified Professionals (there is a proposed edit to add 1 confidential employee), 1-3 community members, and 3 Trustees. District does not currently have an Administrative Procedure that codifies this. Chancellor Jackson will appoint, though not sure if the Faculty rep will go to DASC or PFT. For the 3 Classified Professionals, there are 2 bargaining units, not sure whether those appointments would be made in concert with the unions or Classified Senate. Tri-Chair Garcia invites Andrea as Classified Senate President to ask questions to colleagues in the District. For community members, an invitation will go out and there will be a process by which an individual can apply to be considered for the committee. Not sure about the selection process for student committee members.
 - Tri-Chair Garcia comments that this document will be brought back to PGC to vote/take action in February. Changes are not set in stone, hence Tri-Chairs Freeman and Garcia looking to get feedback from Roundtable.
 - Tri-Chair Freeman shares his experience of serving in a previous Chancellor screening committee for which he was approached by the PFT President and asked to serve.
 - Q (Angélica): Did BCC have Counseling faculty at the time?
A (Matt): Unsure.
- Q (Carolyn Martin): Glad that language about confidentiality is being included, which has been a concern with some committees. She has served on some District screening committees (language is better than “selection” committee). Has personal concerns about Trustees being part of bringing candidates forth to be part of the process. Historically, PGC used to be larger and have more members (she served previously). Putting it out there, Trustees should not be on the screening committee. Overall, this process seems very irregular.
 - Tri-Chair Freeman speaks to the irregularity, sharing that Chancellor Jackson said during PGC that there’s a trend across CCCs to include Board members in the process, though this was anecdotal, and she did not provide data.
- Q (Dean Lisa Cook: Can you clarify whether 3 Board members would vote twice?
A (Matt): Yes, that’s what that would mean.
Q (Lisa): These board members would be more involved than others. How are they chosen?
 - Sylvia Espinosa comments that she shares the same concern as Carolyn.
- Tri-Chair Freeman comments that PGC questioned why the proposal is to add 3 Board members

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to the selection committee. If 3 of the 4 are Board members, and 4 votes are ultimately required to successfully hire a candidate, this would mean that already a majority of the vote would potentially be Board members. PGC proposed reducing the number to 1 or 2 members instead.

- Matt asks whether the concern is including Board writ large, or is it the specific number?
- Carolyn: Volume is certainly a concern and if this truly is a trend as Chancellor Jackson noted, perhaps 1 would be appropriate but data is needed on other institutions moving to this model. This generally feels problematic.
- Angélica shares that she commented during PGC that it is concerning that quorum would potentially be mostly Board. Across other CCCs, Board is supposed to be governing policies, not operations. She sees the benefit of grounding the process, in a way, with additional perspective. 3 seems excessive, though she notes that she is not sure what the appropriate number would be. Existing Board Policy notes that the Board, when they receive the finalist list, can bring people to interview even after screening has passed on them, which Angélica argues is more problematic because the screening committee at least takes part in discussion as a body.
- Q/Comment (Sylvia): 3 is too much as governing body of District. She understands the validity of having representation of Board on screening committee, but what if there is 1 person to choose. The Board President or designee may represent the Board, which would suffice. Skyler and Joya comment on the Zoom chat that 3 is too high.
- Tri-Chair Williams reviews that language that “Should Board members decided to conduct a site visit, they will manage the process as follows.” She notes that this makes it seem optional and asks why so? Angélica responds that search consultants remarked that site visits may not add more depth than references and the consultants may reach out beyond the reference list to previous institutions for which the candidate(s) worked. An example of a site visit possibly being beneficial is that the most recent permanent hire did not have a site visit, and might that have impacted the hiring decision?
 - Andrea: How is this determined? How would feedback from the site visit even be considered? Angélica notes that clarification is needed on the site visit team selection process.
- Comment (Lisa Cook): Noting that Board members are not employees of the District, when employees serve on search committees, they must sign a confidentiality agreement. It seems there is a new addition for additional accountability for non-employees. Typically in Peralta search processes, there are confidentiality agreements even between committees.
- Tri-Chair Freeman notes that there seems to be consensus and concern about the addition of Board members and others as part of BP 2431. He mentions that a lot of other groups must also be consulted for feedback and review, such as PFT which must be alerted 30 days before changes are implemented.
- Tri-Chair Garcia shares that the search consultants provided 3 hiring timeline scenarios to the Board during their January 24 meeting Board seems to have gravitated towards Dec. 1 or thereafter start date in which community input would be gathered throughout the spring, they would devise a job description and post it, take hiatus over the summer, then reactivate the screening committee in early fall to go through process.
 - First level interviews in October/November, final interviews into November/December; Jan. 1 most realistic start date.
 - Current Interim Chancellor contract is through December 31, 2023. Might be overlap if new Chancellor starts before December 31, 2023.

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5. BCC Educational Master Plan Update

Leader: Angélica Garcia and Phoumy Sayavong

- Tri-Chair Garcia shares that great work has been done by Phoumy and WestEd and there is a working draft for BCC’s EMP and all PCCD colleges are following a template. Members of the President’s Cabinet have been taking point on some areas.
- This Friday, the EMP Steering Committee is hosting a Campus Forum to share and review where themes have emerged, which have since been solidified. Phoumy helped synthesize the list of 8 to understand what the ultimate goal of EMP is: Equitable Student Completion.
- Angélica presents a preview of the preliminary draft so that all can see how it is coming along. The Campus Forum is the venue through which the Cabinet and Steering Committee are seeking feedback of what has emerged and will be coming up. She reviews the table of contents and comments that each college has an acknowledgements section, Executive Summary, introduction, etc. There will be various narrative pieces focused on the ISER, updates, accomplishments, etc. She ends by displaying a graphic of the “EMP Shared Vision.” Equitable Student Completion is the overarching goal, which relates to three main strands, which themselves connect to the emerging themes. She invites Phoumy to share any comments and thanks him for his synthesis of previous work leading up to this draft.
- Dr. Phoumy Sayavong comments that this draft is the first iteration with more conversations to happen and more updates to be presented on Friday. Things have been moving really well on the data. President Garcia presents the flyer inviting BCC community members to this Friday’s Campus Forum (February 3, 2023 at 12:30pm).

6. Announcements

- Martín is super excited to welcome a new colleague to the community: Lissette Flores who is BCC’s new HSI Director. She came from UC Berkeley. Lissette introduces herself and shares that she is super excited to be here. At UC Berkeley, she had been working on a federal grant to recruit and retain students to the School of Social Welfare. She also worked with the College of Marin, and was a CC student (DVC) before going to Cal. AG says Tom will reach out for an announcement to community.
- John Nguyen share that as part of Spring to Success, free meals will be provided to students on Tuesdays 12-3pm in the Atrium, in partnership with the City of Berkeley. Also, BCC has welcomed its Basic Needs Coordinator, Izzie.
- Tri-Chair Freeman congratulates Roundtable Committee member, Joya Chavarin, on her first Roundtable meeting as a full-time faculty at BCC.
- President Garcia announces that President’s Award nominations are open. This Award is an opportunity to recognize Faculty, Classified Professionals, Administrators who demonstrate the very best of BCC’s mission, vision, and values. The deadline for nominations is Friday, February 24, and awardees will be announced during Spring Flex Day on March 14. She thanks the Classified Senate, Academic Senate, President’s Cabinet, Tom Rizza, and Djenilin Mallari for helping to bring this to fruition. The nomination process will be a Microsoft form instead of paper form sent via email, and nominators may submit more than one nomination. She comments that the nomination is more aligned to connect with each of the values and asks that nominator’s provide examples of how nominee exemplifies each of those values. She looks forward to the amazing outpour of what we are noticing, and what we may not see or know about. Nominations will roll out today.

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- She adds that in the past, student employees were included in the President's Award. However, after taking in feedback, she has decided to instead host a Student Worker Celebration so that we are not only highlighting one person, but all student workers.

7. Adjourn Meeting

The meeting was adjourned by Tri-chairs Garcia, Freeman, and Williams at **1:18** pm.

Next Meeting: Monday, February 13, 2023, 12:20-1:30pm, 451A/B and via Zoom

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