



Berkeley City College
College Roundtable for Planning and Budgeting

MEETING MINUTES
Monday, October 23, 2023

Members Present: Carolina Martinez, Carolyn Martin, Djenilin Mallari, Gail Pendleton, John Nguyen, Joya Chavarin, Kristiyan Klichev, Kuni Hay (*Chris Lewis proxy as Acting VPI*), Matthew Freeman, Phoumy Sayavong, Skyler Barton, Stacey Shears, Thomas Rizza

Guests: Alejandra Oseguera, Amy H. Lee, Dri Regalado, John Saenz, Joseph Bielanski, Jr., Lissette Maria Flores, Luis Chavez, Natalia Fedorova, Randy Yang, Zaira Sanchez

Tri-Chairs: Denise Richardson, Interim President; Matthew Freeman, Academic Senate President; Tom Rizza, Classified Senate President

AGENDA AND DISCUSSION ITEMS

1. Roll Call / Review Agenda

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

Motion to approve agenda by: John Nguyen

Second by: Joya Chavarin

Votes in favor: 9

Objections:

Abstentions:

Motion passes.

2. Review Minutes

Tri-chair **Freeman** requested a review of the **October 9, 2023** minutes.

Motion to approve minutes by: Stacey Shears

Second by: Skyler Barton

Votes in favor: 11

Objections:

Abstentions:

Motion passes.

3. Action Item: Approval of Menstrual Products in Restrooms

Leader: John Nguyen

- Presenting this item to get approval from Roundtable to have menstrual products in every restroom @ BCC. Unanimously passed by Facilities, Health, and Safety Committee on October 13.
- John presents the Aunt Flow website (<https://goauntflow.com/>) as this the company products and dispensers will come from. Currently, these products are also used by Princeton University and Netflix.
- Products would be free in every women's restroom at BCC where community members can pick up pads, tampons. Basic Needs funds are being used to fund all products.
- Q (Matt): There are members of the BCC community who are Trans who also need these products. Curious why the Facilities, Health, and Safety Committee (FHS) approval was limited to women's bathrooms on campus.
A (John): Pretty much only thought of women's restroom, not of other aspects. If that's something other folks want to chime in on, would be good to have that feedback.
A (Matt): Available in baskets in all restrooms, any conversations about that.

Q (Amy): As part of compliance with the Period Act (Menstrual Equity for All Act of 2021), public California colleges must have in at least one gender-neutral bathroom with clear signage of where students can find menstruation products. Amy will look up the act and send to John.

A (John): Would not be too costly, will look into putting these products in other restrooms also.

A (Stacey): Would be important to consider this for Trans community members and impact it would have to limit this resource to only women’s restrooms. Have them in as many gender-neutral restrooms that we can afford, would be best.

- John will look into having these products in all restrooms on campus.

Motion to approve item by: Stacey Shears (to purchase necessary dispenser)

Second by: Carolina Martinez

- Matt: Requests report-back from John regarding increasing the availability of these resources to other restrooms at BCC.

Votes in favor: 11

Objections:

Abstentions:

Motion passes.

4. Call for Volunteers: 50th Anniversary Planning Committee

Leader: Tom Rizza

- 2024 is the 50th Anniversary of BCC/Vista Community College. President and Tom are putting out a call for representation on the Planning Committee. This is imperative as it is late October thus we are getting close to the end of the year. Hope to get input to start planning events and creating promotional materials to celebrate BCC’s 50th year and looking to the future.
- Specifically, requesting representatives from Classified Professionals, Academic Senate, and ASBCC. Still formulating composition of who will serve and how many, but would be helpful to have a bank of those who are interested. Would love to maximize input and perspectives across all areas and constituency groups.
- Those interested in being on the planning committee should send an email to Tom and Djenilin.
- Denise, Djenilin, and Tom are still relatively new to BCC, therefore would value experience from those who have been here for longer. Perspective is greatly appreciated.
- Q (Matt): Is there a specific number of representative that are being sought?
A (Tom): Still finalizing composition. Likely 2 Academic Senate, 1 ASBCC.
- Q (MF): Deadline by when to share?
A (Tom): Need to reconvene with President as she is the co-lead of the Planning Committee. Would be ideal to hear back by the next Roundtable meeting on November 13.

5. President’s Updates

Leader: Djenilin Mallari (on behalf of President Richardson)

- Institutional Data Newsletter – This data resource will be provided twice a semester to Faculty,

Classified Professionals, and Administrators. Please share what data/information would be helpful in moving toward the goals of increasing enrollment, closing equity gaps, increasing program completion.

- Phoumy: The goal is to release the first edition at the next Flex Day in January.
- Reach out to Phoumy and Tom with recommendations for requests for data newsletter items.
- Budget Report – Grant budget reports will be included in IPAR discussion and made available to campus stakeholders upon request of the VPAS.
 - Send those requests directly to VPAS Sean Brooks.
- Single Sign On (SSO) – An enhancement that will allow transitioning between modules more easily. Was originally scheduled to go live on October 21. However, due to a browser issue, the date has been moved to the end of the month.

These weren't included on agenda, as more arose after the agenda was published.

- Districtwide Infrastructure Project for BCC to be completed by mid-November
- Effective Nov 1, 2023, the District will strictly adhere to the 30-Day Travel Request policy which also requires Board approval for all out of state travel. Please prepare travel plans accordingly.
- Public Spaces on campus:
 - Library is open to public (non-students) as long as they meet the visitor code of conduct, e.g. not disruptive by actions and hygiene. These visitors are unable to utilize BCC resources, such as computers, staff, books, etc.
- The District is adopting AP 3516 – Registered Sex Offender Information – This AP is being formally developed for PCCD and will align us with other community colleges.

Another announcement from VPSS Stacey Shears on behalf of President Richardson: Joseph has termed out of the role of updating Administrative Procedures. She thanks Joseph for years of doing that. Heather Sisneros has taken over that responsibility.

- Matt agrees that he has learned much from Joseph for all of his work with APs. Trusts that Heather will continue with the momentum.

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

Integrated Planning Committee (Stacey Shears/Kuni Hay)

- No updates. Next meeting in early December, working on annual updates for program review.

Integrated Planning & Allocation Resources (Sean Brooks/Phoumy Sayavong/Gabriel Martinez)

- Stacey: Sean is not in attendance as he is attending Association of Chief Business Officials (ACBO) Fall Conference.
- Phoumy: No significant updates. Next meeting scheduled for tomorrow, no updates so will cancel. During their last meeting, they updated the committee on IPAR's role in the APU process to prep committee members for when the completed APU process reaches IPAR. For new members, this was hopefully a good explanation of how to participate.

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

- Met on October 13, VPAS provided updates on 2118 Milvia. Will break ground in Summer 2024, estimated to end in Spring 2026. Ongoing facilities updates, various events, IT facilities updates. FHS unanimously approved of installation of menstrual products in restrooms.
- Next meeting on December 8, 12:30–1:30pm. Not meeting in November as that is Veteran’s Day.

Technology Committee (Chris Lewis/Erika Yeh)

- Met on October 12, next meeting on November 9. Ongoing discussion about switching to tri-chair model. Would require Classified Professional co-chair. Discussion is still ongoing. Request to Classified Professionals on the call to let Tom know if you are interested in tri-chairing Tech Committee. Still hopeful for update on when bond funds will be made available for tech projects.
- Had another shutdown over the weekend, hoping no one is experiencing issues with internet or other tech. Seems that there are no complaints but Phi and Phu are available today and throughout the week for lingering impacts. Have been taking care of rewiring during off-business hours, hence weekend updates. One more late shutdown next weekend Saturday through Sunday evening.
- When Vincent returns, he will hopefully provide an update on the refresh plan
- Some classroom update needs. Will broach topic further with President’s Cabinet as there are some issues with A/V.
- Website migration to HubSpot is ongoing. Approved by Board in September. Hoping for rollout with newly redone website in Summer 2024. Efforts are being led by Tom and Tania.

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

Academic Senate (Report by Matthew Freeman)

- Shouts out to folx who planned midterm Flex. Lots of activity took place, and discussions, updates. Please provide feedback, an email was sent by Heather and Scott, so PD Committee can work to improve future Flex Days.
- Next meeting November 1, will hear from VPI about a couple of big up and coming changes within BCC Curriculum. State of CA passed many assembly bills, such as ABs 928 and 11
 - 11: Common course numbering across CCCs
 - 928: Update in Fall 2025 requiring one singular transfer pathway (Cal-GETC)
 - In partnership with common course numbering, will change how we communicate to students about the transfer process. Big systemic changes that will be upon us quickly.
 - We have local level common course numbering at PCCD. AB 11 requires common course numbering across all CCCs.
 - Fortunate to have an amazing Instructional team and Curriculum Committee that is very on top of these updates/changes.
- Meet in 424, with Zoom options. Will also hear from new chair of Distance Education who will present with a student panel with new ideas about Distance Education.

Classified Senate (Report by Tom Rizza)

- Did not meet after last Roundtable. Working on planning the agenda to send out for this Wednesday’s meeting. A couple of workshops at Flex Day. One in particular yielded a lot of input

regarding PD opportunities. Trying to see ways to suit colleagues' wants and needs. Sent out survey to broader Classified Professional community at BCC to get more input. Putting together ideas for later retreat and other PD opportunities. Anyone in this room who hasn't seen the survey, it was sent on Friday afternoon and they would greatly appreciate all input.

Associated Students of Berkeley City College (Report by Kristiyan Klichev)

- ASBCC Executive Council met with President Richardson last Friday. Spoke out about things observed on campus, what is working (student engagement) and needs improvement (campus life mainly). Kristiyan and VP went around campus to ask students what they want to see at BCC. Discussed open Computer Lab, wifi, so many things. General look on campus.
- Kristiyan and Tom currently creating focus group(s) to gather feedback in preparation for website redesign. Asking Council to participate in focus group to discuss changes to be made.
- Working w/ Tom and Interclub Council President to make a calendar in accordance with events on the website to increase awareness about events on campus/in community.
- A lot of club events are starting to happen, multiple funding requests being approved at ASBCC meetings. Activities ramping up on campus.
- Comment (Chris): Since it came up in Tech Committee, glad that ASBCC is proactively planning to get involved in website redesign. Part of redesign will be a roadshow and meeting with all different departments to review what is on the website. Look for those updates in the coming months.

8. Announcements

- Matt: As an instructor in poli sci, he thanks Skyler and Dri for their support with hosting an event for Society of Scholars students, as it helped them come together as a community to provide support for the midterm. Looking like the support has been very beneficial as grades are being processed! Will happen again for finals.
- Luis: This Friday, had originally planned Career Advancement Academy (CAA) gathering for Guided Pathways co-Coordinators. In convo with CAA, discovered there needs to be more building up of CAA. With Melina, adjusted to administration of holding back for CAA gathering. Bringing in faculty from other campuses with deeper experience, bringing in reinforcements to help faculty and staff move forward together. Very important communities that need to be built, connected to everyone on campus. Must be involved *in some way* with ACCs. October 25 event postponed.
 - Q (Matt): Will there be an announcement sent via email?
 - A (Luis): Yes, still pivoting. Will send one out.
- Tom: Big shoutout to Carolina and everyone involved in Undocumented Student Action Week (USAW), a great 4 days of events, speakers, art creation. This week is Basic Needs Awareness Week organized by Izzie, Basic Needs Center (BNC) Coordinator. Today, we had a Know Your Rights workshop. Tomorrow, BNC Buddies Closet will take over Atrium from 12:20–1:20pm to distribute clothes for free. Thanks to everyone who made donations. On Wednesday, Dia de los Muertos event 12:20–2pm. Thursday, a mental health workshop with P2P collaboration, paid to make art. Events sent via newsletter to students. If you need flyer materials or newsletter, email Tom and he can share collateral.

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9. Adjourn Meeting

The meeting was adjourned by Tri-chairs Freeman, Richardson, and Rizza at **1:04**pm.

Next Meeting: Monday, November 13, 2023, 12:20–1:30pm in Conference Rooms 451A/B and via Zoom

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