



Integrated Planning and Allocation of Resources Committee (IPAR)

CO-CHAIRS

1. **Dr. Denise Richardson**, President
2. **Dr. Phoumy Sayavong**, Institutional Researcher
3. **Fatima Shah**, Counselor

MEMBERS

1. **Chris Lewis**, Interim VPI
2. **Stacey Shears**, VPSS
3. **Patrick Wallace**, Library Tech
4. **Azul Lewis**, Chemistry and Physical Sciences Laboratory Coordinator
5. **Dr. Jimmy Crutison**, Professor
6. **Dr. Joseph Bielanski**, Articulation Officer
7. **Himali KC**, ASBCC President
8. **Name**, Student Title/Role
9. **Name**, Student Title/Role

Berkeley City College's mission is to promote student success, to provide our diverse community with educational opportunities, and to transform lives.

COMMITTEE GOALS

- A. Create a transparent and holistic prioritized resource allocation process that encompasses institutional planning, communication and data informed decisions in budget development for all stakeholders.
- B. Incorporate information from the Student-Centered Funding Formula (SCFF) and the College Strategic Plan in alignment with the District Strategic Plan and the Vision for Success to inform college resource allocations.

COMMITTEE CHARGE

- A. Inform and discuss the college budget development process for unrestricted general fund (Fund 01).
- B. Review and prioritize resource allocation requests from the Program Review and Annual Program Updates (APU) process that align to the college goals, priorities, district goals, and ultimately Vision for Success.
- C. Recommends adoption of the budget for the new fiscal year.

Location: Room 451A or Zoom (<https://peralta-edu.zoom.us/j/81670508148>)

In attendance: Tania Leonian, Lisette Flores, Laura Ruberto, Mary Clarke-Miller, Nghiem Thai, Ino Saenz, Andrea Williams, Catherine Nichols, Annie Liu

DATE: September 10, 2024		
Agenda	Leader	Notes
1. Approve the agenda	Co-Chairs	Chair Richardson Meeting begins at 3:01pm Moves - Phoumy Seconds - Azul Motion passes: 5-0
2. Approve meeting minutes from 5-14-24	Co-Chairs	Moves - Phoumy Seconds - Azul Motion passes: 3-0 Abstaining: 1
3. Update on Committee members	Co-Chairs	Roll call and introductions on all of the attendees in the room. Interim VPAS role filled by the President until late September/early October. Student representatives pending assignment (3 positions available). VPI Chris Lewis welcomed as a new committee member

2024-2025 Meeting Dates @ 3pm – 4:15 pm
September 10, 24 - October 8, 22 - Nov 12, 26 - Dec 10 - Jan 28 - Feb 11, 25 - Mar 25 - Apr 8, 22 - May 13



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4. Review Committee Goals & Charge	Co-Chairs	Committee goals and charge remain unchanged for the upcoming year
5. Review meeting annual schedule	Co-Chairs	2024-2025 meeting schedules are confirmed and at the bottom of the document header
6. Budget Updates	Co-Chairs	<p>BCC's 2024-25 budget is \$26,863,000, a 4.3% increase from last year. However, we no longer have the pandemic funding that we had before.</p> <p>District-wide cost-saving measures implemented, including salary savings sweeps and collaborative purchasing. We are looking across the District and Colleges to see how we can be more efficient of our spending. Audit of under-used equipment to reduce unnecessary costs.</p> <p>College-level strategies:</p> <ul style="list-style-type: none"> • Intentional leveraging of categorical and grant funds • Vice Presidents to report on discretionary fund spending before December • Timeline-based spending to avoid last-minute fund depletion <p>Link to the FY25 Budget Book</p>
7. Program Review Timeline and IPAR Responsibility Update	Co-Chairs	<p>Program Review and annual program updates require a thorough review and recommendations, endorsements by the IPAR committee. Departments submit feedback by end of November VPs and President present prioritized list to IPAR for review and endorsement</p> <p>Committee self-evaluation results reveal need for more explicit focus on racial equity, student success, and outcomes</p> <p>Classified Senate is working on a prioritization of their hiring requests.</p>
8. Announcements	All	<p>Report by Phoumy</p> <p>Survey results from our last self-evaluation on the committee for Spring 2024.</p> <p>Committee Self-Evaluation Results</p>

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		<ul style="list-style-type: none">• 8 participants in the survey• 75% strongly understood committee charge and objectives• Mixed progress perception: majority noted "some progress"• Areas for improvement:• More explicit and regular discussions on racial equity, student success, and student outcomes• Better review and discussion of previous year's survey results• Clearer incorporation of Educational Master Plan indicators in committee discussions <p>When VPAS comes in, we should consider adding a charge with an emphasis that racial equity, student success and student outcomes are objectives of this committee.</p> <p>Q (Catherine Nichols): Are the performance questions always the same? A (Phoumy): Think they are, but with some modifications from year to year. These are the same performance indicators for all committees.</p> <p>Next Steps</p> <ul style="list-style-type: none">• Schedule discussion on incorporating racial equity, student success, and outcomes into committee objectives when new VPAS is in place• Tri-chairs to review survey results and identify specific areas for improvement• Provide more frequent reminders of improvement areas throughout the year• Consider standardizing self-evaluation questions for year-over-year comparison• Tri-chairs to bring back clear improvement plan to the committee
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		Chair Richardson adjourns the meeting at 3:36pm.
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