

Members Present (*bold to indicate present, delete absent*):

Ari Krupnick, Carolina Martinez, Carolyn Martin, Denise Richardson, Joya Chavarin, Himali KC, Ramona Butler, Skyler Barton, Thomas Rizza

Guests (manually type): Roberto Gonzalez, Azul Lewis, Kyla Oh, Amy Lee, Armando Franco, Chris Lewis, Lisette Flores, Joseph Bielanski, Camille Verbera, Dana Cabello, Mary Clarke-Miller, Thao Ha

Tri-Chairs: Denise Richardson, College President; Matthew Freeman, Academic Senate President (absent); Tom Rizza, Classified Senate President

AGENDA AND DISCUSSION ITEMS
1. Roll Call / Review Agenda
<p>Tri-chair <u>Richardson</u> called the meeting to order at <u>12:21</u> pm.</p> <p>Motion to approve agenda by: Skylar Second by: Votes in favor: 8 Objections: Abstentions: Motion does not meet quorum.</p>
2. Review Minutes
<p>Tri-chair <u>Richardson</u> requested a review of the <u>12/9/2024</u> minutes.</p> <p>Motion to approve minutes by: Second by: Carolina Votes in favor: 8 Objections: Abstentions: Motion does not meet quorum.</p>
3. Public Comment
<ul style="list-style-type: none"> • Is there a plan to make undocumented students feel safe on campus?
4. President's Updates
<p>Leader: Denise Richardson</p> <ul style="list-style-type: none"> • Welcome to our newest BCC members: Mozell Person, Dean of Liberal Arts and Social Science; Kyla Oh, our Acting Dean of Math, Science, and Career Education; and Dante, our Head Custodian. • President Richardson shared encouraging news about Berkeley City College's recent accomplishments, emphasizing the collective and individual efforts of the community. She highlighted that the college has reached 6,200 enrollments, making it the second highest in the district for Spring 2025 enrollment growth. Despite being a small institution, Berkeley City College continues to make significant strides in student recruitment and retention. President Richardson also addressed demographic trends, noting that the gap between male and female student enrollment is widening, with growth primarily among

female students. She identified this as an opportunity to enhance outreach efforts, particularly targeting male students of color, to ensure greater enrollment diversity and inclusivity within the community.

- BCC has had a growth in our FTES over the last few years. However, hold harmless is ending soon. Therefore even though our FTES has grown, it has not grown enough to be where we need to be as a District. During Flex Day, the Chancellor shared that compared to other California Districts who had 4 colleges (Los Rios and State Center), Peralta has considerably fewer FTES for the number of colleges that we have. She also compared our district size from across the state and most colleges with our similar FTEs have far fewer colleges. The sobering part of the message from Chancellor Gilkerson is that we have more colleges, but more colleges that do not correlate with the FTES that we have.
- A question came to where we got to where we are now and it's a result of borrowing funds from future years to stabilize the FTES, or in other words "kicking the can down the road" in terms of an emerging debt for the District. We now find ourselves with \$11,499,806 deficit as a District. As a result, all of the colleges have to contribute to the District. The Share for BCC for the 25-26 year is \$461,970.
- **Hiring Updates:** To address this deficit, we've had to make some very difficult decisions, including foregoing our Vice President of Administrative Services and Associate Dean of Student Engagement positions. The new position, Director of Workforce Development is being put on hold, although this is a grant-funded position. The Bursar position is open. We've found a strong candidate for the position and expect to have this position start soon.

Undocumented Students

- President Richardson sent out an email on 1/20/25 that has a lot of resources in terms of how we can take care of our undocumented students. For Flex Day we had a speaker, Nancy Joditis, who is the founder and principal consultant of Institutional Solutions, who came to give us some practical resources and tools as well. One of the areas that we're concerned here at BCC is the location of the UCRC and are considering to relocate that space to keep our students safe. In the messaging sent to all staff, in the event that ICE were to come to BCC, all staff are to not give any information about our students. All referrals must come to the President's Office. We will also have a line of succession of administrators here in the event that if the President is not here. We will not provide any information unless the legal department reviews the request and deems it necessary. Any request for student information will be referred to the legal department at the District. We are doing a campus walkthrough this week to identify a space for UCRC and hope to identify it within the next two weeks. There were discussions among staff expressing concern over student safety with ICE now appearing in the Bay Area near areas where BCC students live. VP Shears and Lisette have been working on messages and resources to have access to.
- **Undocumented Students Task Force:** We are also developing a Task Force to provide ongoing support and to make sure we have the latest information and resources available to students. The task force includes the President, Lisette, and others. One of the visions of this task force is to keep us accountable for implementing some of the things that Nancy Joditas brought up during Flex Day. Another is increasing communication to students that addresses their anxiety on where the school stands in terms of their safety. A member brought up that they heard of parents keeping their kids from school. The President said that Dr. Shears has a message on behalf of Student Services for students and will have the message sent out to students today.
- The enrollment of Latin American Students has been declining for the first time this semester largely

because of what’s going on politically.

- Camille Verbera: Is there messaging or training for those specifically on the front line (i.e. student workers or Marina Security)?
- President Richardson has communicated with Director Pridgen regarding instructions for Marina Security, who assured that they will be given instructions, which will be to refer to the college administration and not to get involved. We will request that if ICE does come, that Marina will have them remain downstairs until the President or our Administrator in charge arrives. The goal is to have training for everyone who’s on the front line, which includes our ambassadors and those at the front desk. Training is forthcoming, but we need to discuss with the District about when that might take place.
- There was a request to get an informational slide deck to send out until we get more formal training.
- Are there going to be guidance if a student is detained, how can or how will we be working with them to come back? Deans will work with faculty members to try and communicate what is appropriate on a need-to-know basis and try to figure out what is the path for the student, whether it’s going to be a withdrawal or a EW. We can’t promise what kind of accommodations can be made at this point because we’re still working through some of these details. However, faculty have been accommodating when it comes to issues like students are ill or something else beyond their control takes place, so we will request that of our faculty as well in this.

New Mission, Vision and Values & Updated Mascot

- President Richardson unveiled our new mission, vision, and values Berkeley City College. We are still here for all of our students, and we're still committed to transforming lives. The shared commitment reflects a journey of growth and learning for every member of our campus community. Students pursue their passions through innovative academic programs, faculty inspire critical thinking and administrators and staff offer vital guidance. Together we create a dynamic and diverse environment that supports students in earning associate degrees and certificates preparing them for successful or successful careers and transfers.
- Our updated Vision: Envision, engage, excel
- Our new mascot is the Owl with 506 votes.

Black History Month & New Year celebrations are forthcoming. Ramona and President Richardson are working on identifying on wonderful ways to celebrate Black History Month.

5. Classified Hiring Prioritization Recommendation Process

Leader: Roberto Gonzalez & Azul Lewis

- The hiring prioritization process was updated for the first time since 2015. Roberto Gonzalez and Azul Lewis reviewed existing documents, past notes, and input from other colleges to create a new, comprehensive version. The revised process introduces three additional scenarios for when hiring prioritization can be applied, beyond the traditional program review or annual program update (APU) cycle.

Azul outlined the structure of the process, which consists of:

- **Four Hiring Scenarios:**
 - **Scenario 1:** Standard process following program review/APU, utilizing all nine prioritization steps. A new timeline was added, stating that the Senate will provide recommendations within 30 days of receiving narratives.
 - **Scenario 2:** When a vacancy occurs or is scheduled to occur (e.g., due to resignation or retirement). A timeline was added for the Senate to respond within 15 days, and the process can begin before the employee departs.
 - **Scenario 3:** Input is required when a new grant proposal is being developed, with the grant submitter providing a narrative on any needed classified staff support.
 - **Scenario 4:** When a new position is proposed using **existing** restricted funding (e.g., grants or parcel tax). The word "existing" was added to clarify the difference from Scenario 3.
- **Nine Prioritization Steps:** Only Scenario 1 follows all nine steps, while the other scenarios use an abbreviated process.

Motion to Endorse the Classified Hiring Prioritization

Votes in favor: 7

Abstain: 1

There are not enough votes to pass this motion. We will table the topic to vote on at the next meeting.

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

Integrated Planning Committee (Stacey Shears/Chris Lewis)

- We have not met yet.

Budget Advisory Committee (Denise Richardson/Phoumy Sayavong/Fatima Shah)

- We have not met yet for this semester; the meeting is tomorrow.

Facilities, Health, and Safety Committee (Denise Richardson/Armando Franco)

- We have not met yet for this semester; the meeting is 2/18/2025.

Technology Committee (Erika Yeh/Tom Rizza)

- We need to make a correction to the Chairs committee.

Enrollment Management (Stacey Shears/Chris Lewis)

- We have not met yet.

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

Berkeley City College
College Roundtable for Planning and Budgeting
 MEETING MINUTES
 Monday, January 27, 2025

Academic Senate (Report by Matthew Freeman)

- Unavailable.

Classified Senate (Report by Tom Rizza)

- The first meeting of the semester is this Wednesday.

Associated Students of Berkeley City College (Report by Himali KC)

- The first meeting of the semester is 1/30/25. Himali has been compiling resources for the undocumented students and reviewing the information to ensure the sources are reliable. ASBCC hopes to share the information on their social media to show support.

8. Announcements

- None

9. Adjourn Meeting

The meeting was adjourned by Tri-chairs Freeman, Richardson, and Rizza at **1:07** pm.

Next Meeting: Monday, February 10, 2025, 12:20PM-1:30PM, Room 451A/B (or via Zoom)

Minutes from live meeting: **Annie Liu, (510) 981-2851, aliu@peralta.edu**