Members in Attendance: David Payne, Jo Anne Cripe, Kenneth Bearden, Miya Squires, Mary Andrews, Bruce Enyeart, Michael Panunto, Debbie Reynolds, Boyd Trolinger, Shaaron Vogel, Tip Wilmarth, Julie Withers, and Tony Wren.

Members not in Attendance: Shirleigh Brannon, Stacey Burks, Laree Hartman, Colleen Harvel, Andy Vranich, Dave Stephens, and Natalie Shumaker.

I. Call to Order: The meeting was called to order.

II. Approval of Agenda: It was moved by Mary Andrews, seconded by Kenneth Bearden, and carried unanimously to approve the agenda.

III. Business:

1. Food For Thought – Jody Elbe It is being noticed that some students are hungry when they come to school. There is a food pantry being started in the DSPS area. If you want to donated there are a few things you can do. There are $5 food cards purchased from Food Services, you can bring canned goods. Early alert goes to Annette Guffy to start the process for students in need. During Institute Night faculty brought in 168 cans. Mike Rasmussen commented on how many great people donated food so far for this program. They want to continue it through semesters.

2. Student Equity Plan – Mike Rasmussen Mr. Rasmussen updated the forum participants about the student equity plan he has been working on. The idea is that all students have an equal future and plan to make it through Butte College. The focus was on the 5 areas that the student equity plan lays out.
   1. Access
   2. Completion Rate
   3. Degree Completion Rate
   4. ESL
   5. Transfer Rate

There will be more training for faculty and staff in the areas of cultural competency. The student equity task group has been formed and is working together to make sure all areas are
included. Once endorsed by the Academic Senate it will be taken to the cabinet and then on to the Board of Trustees. It will then be time for the task force to start implementing and putting the student equity plan into action.

3. **Education Master Plan Update – David Payne** Laree and Shaaron met with the Academic Senate task force committee to work more on the Ed Master Plan. It is ready to come up for approval at the next academic senate meeting. The Ed Master Planning Committee will meet yearly to make updates or changes for the future year. The Accreditation handbook is complete and is available if anyone would like a copy.

4. **Governance Handbook Update – Les Jauron** Mr. Jauron gave a very detailed description of what the new updates where for the handbook. Work charts and pictures were added. The teamwork between everyone has been great and extremely helpful. They added the following information; what education administrators do, better visibility for areas on campus, added and appendix for operating committees and general guidelines. They replaced the college councils and listed them under the president’s breakout. Once these changes are made it is going to get pushed out to all other committees on campus to have a look at. This is a living document.

5. **Changes in Board Policy – Les Jauron** You can find these particular changes in the back of the governance manual. Butte College is working hard to reformat their board policies so they mimic the rest of the community colleges in the state.

6. **Staff Development Update – Jo Anne Cripe** Staff Development accomplishments where handed out to all committee members. Anyone interested in the SD coordinator position should speak with Teresa Ward for further job details.

7. **Book in Common Update – Suzanne Gripenstraw** She let us know of the spring “Three Cups of Tea” events on campus.
   - February 11th - host a student panel
   - February 25th - SIFE adopted Penny’s for Peace
   - March 2nd - Mike Findley will speak on language and culture
   - March 7th - Angela Kramer will be at Barnes and Nobel
   - April 9th - Suzanne Gripenstraw will be hosting a discussion at Barnes and Nobel
   - April 21st - Greg Normanson will be at Laxon
8. **Basic Skills/Title III Update - Miya Squires** There is a great website available for resources [www.cccbsi.org](http://www.cccbsi.org) if anyone is interested. Workshops are available for Title III during Institute Week and then once during a Faculty Friday’s session. If you

9. **Thoughts on Sustainability – Mimi Riley** Mimi talked about the new developing courses on campus. There was an interdisciplinary program accepted for classes. These classes can be taken for GE and transferable to CSU and UC.

10. **Planning and Budgeting Update - Andy Suleski**
    Andy Suleski gave an overview on the state’s budget. How they think it will affect the community college system. They are trying to suspend state mandates. There will be no charge in student fees. Butte College wants to manage cuts and help off-set our growth. There will be no lay-offs for Faculty and classified. There will be a more formal Budget Forum on February 24th, 2009.

11. **MESA- Math, Engineering, Science and Achievements:** The MESA program is designed for support and help for 1st generation college students, financial aid students looking to transfer to CSU or UC’s. This program increases transfer rates in students who may not have the opportunity in the past. They have many opportunities to attend professional development conference. This is a grant funded program. There are many that receive internships through this program on campus.

IV. **Adjournment: 11:54am**