



***Butte College Classified Senate
Meeting Minutes***

Date: October 7th, 2026

Time: 11:00 a.m. – 12:30 p.m.

Location: SAS Boardroom

Present

Alan Burwell, Taylor Weidner, Renan Young, Malcom Dixon, Janet Guill, Andrea Walters, Jessica Jackson, Jess Vickery, Maria Barriga, Jocelyn Thorp, Kylie Strawn, Melissa Pearson

Absent

Amanda Matz, Kimani Davis, Mariela Rivera, Chris Westbay, Erica Piper, Cody Schumacher, Tasha Spirk

1. Call to Order

Meeting called to order at 11:15 by President Alan Burwell.

2. Introduction of Visitors

No Visitors.

3. Caring Campus Moment

No Caring Campus moment shared.

4. Approval of Agenda

Agenda approved with unanimous consent.

5. Public Comment

No public comments were made.

6. Consent Agenda

1. Minutes: Approved with unanimous consent.
2. Committee Appointments
 - PCI and Academic Review: Ashley Sheppard

7. Unfinished Business

1. Strategic Initiative – Alan Burwell presented draft language for the objectives under Initiative 6 and advised that he expected College Council to provide additional draft language for other initiatives' objectives. It was noted that title language for the initiatives remains up for review while objective language is for context only and will be reviewed later. No additional feedback on the title language was shared with this item expected on the next agenda as well.
2. EEO Plan – Jess Vickery provided a synopsis of key changes between the previous and proposed EEO Plans highlighting the centering of student demographics in our comparison indexes and expanded data analysis. No additional feedback was heard.
3. AP 7310 – Motion to forward feedback with guidance to voting members on College Council to vote in approval of Ap 7310 as written passed with Janet Guill and Renan Young voting in opposition. Feedback heard on the item was voiced by Alan Burwell:
 - The only explicitly 'outlawed' things are personnel actions and it's unclear who is responsible for disclosing information and whether/when/and to whom punishment/discipline is given.
 - Close personal relationships are impossible to define and highly subjective. We know it when we see it, but acting on a subjective matter seems like it could expose us to litigation.
 - Personnel decisions are not the only situation where a conflict of interest is present, and we need to flesh these out more.
4. VPSS Job Description – Alan Burwell shared communication from Director of HR Melissa Pearson regarding feedback that constituencies provided regarding proposed changes to the VPSS Job Description. Melissa acknowledged three themes in the feedback, including:
 - Concerns regarding the reduction of the minimum leadership experience requirement from four years to one year. It was advised that the job description will be updated to reflect the CCC Minimum Qualifications Handbook which specifies only 1-year of related experience
 - Requests to restore more explicit diversity, equity, and language inclusion. Advised that district language in how this work is conveyed is changing, but commitments to continuing strategies to recruit a diverse applicant pool were reiterated.
 - Recommendations to better highlight Student Conduct, Student Wellness/Mental Health, and other key Student Services functions. Advised that changes were made to better reflect the VPSS responsibilities to student conduct, wellness and mental health, though specific changes were not shared.
5. Governance Work Update – Tabled until next meeting.

8. New Business

1. 2027 IE Manual – Introduced as a first read. Alan Burwell stressed the importance of this document in outlining and guiding the work of Classified Senate and stressed that senators need to approach this document with a critical eye. Feedback will begin at the next Senate meeting, continuing through the Fall semester with feedback due to College Council ahead of their second to last meeting of the term.
2. Bountiful Butte Harvest Festival – Andrea Walters shared that the harvest festival will be held on Saturday and that the Classified Senate will be holding a bake sale as part of the event. Donated baked goods are requested to Andrea Walters by end of day Friday.

9. Representative Reports

1. Academic Senate – Jessica Jackson advised that the Academic Senate had reviewed AP 7310 and had received draft language for APs 4030 and 4051. The EEO plan was under review as were the strategic initiatives.
2. MSC – Had not met, no update given.
3. Classified Professional Development – Magian Smith reported that Jason Trento was appointed to serve as the Faculty ProDev coordinator in a limited capacity.
4. 4CS – Andrea Walters advised that CLI planning remains underway.

Committee Reports

10. Regular Reports

1. President – No Updates
2. Vice-President of Elections & Appointments – No updates.
3. Vice-President of Engagement & ProDev – No updates
4. Treasurer/Fundraising – No updates
5. Engagement Committee – Andrea Walters advised that in place of a cookbook that the committee intends to develop a calendar featuring the school's Goats and their namesakes. The committee is exploring opportunities for Butte Strong and is gearing up for the harvest festival bake sale.

11. Senator Comments

No comments were given.

12. Next Regular Meeting

October 21st, 2026

11:00 a.m. – 12:30 p.m.

Location: SAS Boardroom

13. Adjournment

Meeting ended at 12:33pm