



**Butte-Glenn Community College District
CLASSIFIED SENATE**

3536 Butte Campus Drive – Oroville, CA 95965

Minutes

Regular Meeting

Wednesday, July 6, 2022

Via Zoom

Present: Peter Dahl, Chris Westbay, Amy Duncan, Anna Fairbanks, Dan Buzan, Connie Dickens, Jill Hedman, Alicia Mendizaval-Hernandez, Matt Roak, Susan Roberts, Magian Smith, Dave Stephens, Caitlin Torres, Jess Vickery.

Absent: Sheryl Dysthe, Dayna Collett, Julius McCall, S. Tyler, Kim McCall.

Guests: Dan Barnett, Meredith Marasco.

1. Call to Order

Call to order at 11:03 a.m.

2. Approval of Agenda

Approved.

3. Approval of Minutes

June 15, 2022 (approved)

4. Introduction of Visitors

Dan Barnett, Meredith Marasco.

5. Presentations

None.

6. Action Items

None.

7. New Business

1. Classified Staff Scholarships

We offer one scholarship every year to a classified professional, and most years we don't have any eligible applicants to award it to. Foundation has presented us with a few options to help get it awarded: 1) we can accept applications outside of the normal scholarship cycle where students are awarded a check at the end of the semester instead of at the beginning; 2) we can donate the funds to the faculty/staff grants fund to be used for professional development; or 3) we can keep it as is and advertise better for the beginning of the next scholarship cycle. The Senate is interested in accepting applications outside of the normal scholarship cycle.

2. Caring Campus

A. Mendizaval-Hernandez shared videos from other schools who are already participating in this program. It was suggested that this probably needs to be taken to College Council and get President Guleff's buy-in before moving forward. A. Mendizaval-Hernandez volunteered to chair the task force and will reach out to Retention and Outreach to let them know of our plan. A. Fairbanks, A. Duncan, C. Dickens, and M. Marasco agreed to serve on the task force.

- 50 3. *Methods of employee dismissal*
51 *An employee was recently dismissed and was escorted out by campus police. The employee did not know*
52 *it was their last day of work, and the incident was intimidating, disconcerting, and a degradation of*
53 *morale for all who witnessed the event. Is there a procedure or policy in place for employee dismissals?*
54 *P. Dahl advised treading carefully as we don't know all the details leading up to the dismissal. This is a*
55 *situation that would be more appropriate for CSEA to address rather than the Senate as it should be an*
56 *item for contract negotiation to be codified in our contract. C. Westbay will reach out to CSEA and will*
57 *mention it to Virginia in his President's meeting.*
- 58 4. *E-board reorganization*
59 *S. Tyler has taken a new position elsewhere and will no longer be on the Senate, so we now have an*
60 *opening for Vice President of Public Relations. A. Mendizaval-Hernandez is interested in the position.*
61 *Motion by D. Buzan to appoint A. Mendizaval-Hernandez into the position, second by S. Roberts*
62 *(approved). The Vice President of Elections and Appointments is now open; S. Dysthe is interested in the*
63 *position. Motion by A. Duncan to appoint S. Dysthe into the position, second by C. Torres (approved). A.*
64 *Duncan will take back the Recorder position in addition to being Secretary.*
- 65
- 66 **8. Unfinished Business**
- 67 1. *CLI reports*
68 *A. Fairbanks is interested in Caring Campus, and she enjoyed the breakout groups for specific areas of*
69 *expertise as well as the session for first-time conference attendees. There was also a good session on the*
70 *topic of mental health and recognizing warning signs in students.*
- 71 2. *Retreat planning*
72 *The senate retreat will be Friday, August 12. In the morning, we will meet at one of the computer labs*
73 *on the main campus take care of the technical things, setting up email lists, etc., and will then go to C.*
74 *Westbay's home for lunch and to set senate goals for the year and flesh out standing committees.*
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- 76 **9. Committee Reports**
- 77 *Planning & Budget: P. Dahl reported that the tentative budget has been adopted by the Board of*
78 *Trustees and includes a 6.5% COLA and a 5% base funding increase. There were 150 items approved for*
79 *augmentation.*
- 80
- 81 **10. Representative Reports**
- 82 1. *Academic Senate (J. Vickery): Leadership changes have been approved. Jess Vickery is the President,*
83 *Irma Gonzalez-Cuadros is the Vice President, and Kim Kirkwood is the Treasurer. There will be an*
84 *election for the Secretary in fall. They will continue discussions regarding including equity in faculty*
85 *evaluations. A task force has been formed to help meetings be more productive and focus on issues and*
86 *not people.*
- 87 2. *CSEA (A. Fairbanks): The updated contract has been ratified, and updated job descriptions and a*
88 *COVID MOU have been approved. There is no meeting in July.*
- 89 3. *Foundation (A. Fairbanks): August 10 will be the ribbon cutting at the new Glenn Center. August 17*
90 *will be the scholarship awards ceremony at the Elks Lodge in Chico.*
- 91 4. *MSC (K. McCall): None.*
- 92 5. *Classified Professional Development (M. Smith): They are preparing for August FLEX days, and the*
93 *calendar is now posted online. Zoom links will be added soon. The next funding application deadline is*
94 *July 29.*
- 95 6. *Associated Students (S. Houston): None.*
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- 97 **11. Regular Reports**
- 98 1. *President: Huge thank you to P. Dahl for his steadfast leadership and mentoring for over 30 years at*
99 *Butte College. He will be greatly missed!*
- 100 2. *Vice-President of Elections: None.*
- 101 3. *Vice-President of Public Relations: Make sure to go to Peter's retirement soiree on Thursday, July 7,*
102 *from 9-11 a.m. in the CFE.*
- 103 4. *Treasurer/Fundraising: None.*

104 **12. Senator Comments**

105 *A. Duncan mentioned that S. Roberts offered to assume the Recorder position. Motion by D. Buzan to*
106 *appoint S. Roberts into the position, second by A. Fairbanks (approved).*
107 *P. Dahl mentioned that COVID testing for staff is no longer required.*
108 *M. Marasco advised that if interested in hiring committee opportunities, please email her directly.*
109 *D. Buzan checked with campus police and found out that there is no set standard for employee*
110 *dismissals as there are varying degrees of possible situations.*

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112 **13. Visitor/Public Comments**

113 *None.*

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115 **14. Adjournment: 12:30 p.m.**

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117 *Next meeting: August 3, 2022, 11 a.m., hybrid (in the CFE and via Zoom).*

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Secretary: A. Duncan