



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

3536 Butte Campus Drive – Oroville, CA 95965

Minutes

Regular Meeting

Wednesday, February 1, 2023

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Present: Chris Westbay, Sheryl Dysthe, Alicia Mendizaval-Hernandez, Anna Fairbanks, Amy Duncan, Dayna Collett, Krista Collett, Jill Hedman, Susan Roberts, Dave Stephens, Caitlin Torres, Quinn Winchell, Magian Smith.

Absent: Julius McCall, Kim McCall, Deb McCabe, Kyle Landrum.

Guests: Connie Dickens, Meredith Marasco, Steve Solano.

1. Call to Order

Call to order at 11:03 a.m.

2. Approval of Consent Agenda

Agenda for February 1, 2023, and minutes from January 11, 2023 (approved).

3. Introduction of Visitors

Connie Dickens, Meredith Marasco, Steve Solano.

4. Presentations

None.

5. Action Items

1. New Treasurer appointment

A. Fairbanks has agreed to fill the Treasurer position recently vacated by M. Roak, excluding fundraising.

2. New Senator appointments

K. Collett needs to step down from her senator-at-large position due to new work schedule;

Q. Winchell has accepted the appointment and will serve as senator for Area F. Martha Ventura-

Plasencia has accepted the appointment as senator for Area K. We are in need of a head of fundraising.

M. Marasco nominated Marilyn Maghetti. C. Westbay will reach out to her.

6. New Business

1. Agenda item submission process

D. Stephens has inquired about an official process to have items placed on the senate agenda. The Academic Senate has recently implemented an Agenda Item Request Form online. S. Roberts asked if the items could be submitted anonymously; after brief discussion, it was decided that that would be acceptable. D. Stephens motioned to formalize the process of submitting agenda items from the campus community, second by A. Fairbanks (approved).

2. Employee IDs

The topic of employee identification badges has been raised many times in the past. The consensus is that photo IDs are needed for safety and campus visibility purposes. Known barriers to this endeavor are the cost and determining which department should take on this project. C. Westbay will address it in his meeting with President Guleff as well as at College Council.

- 50 **7. Unfinished Business**
- 51 1. *Classified Leadership Institute*
- 52 *After brief discussion regarding who is interested in attending the conference, it was decided that*
- 53 *K. Collett and C. Westbay will be this year's attendees.*
- 54 2. *Spring Gala donation*
- 55 *A. Mendizaval-Hernandez suggested donating an art project using pressed wildflowers in a glass frame*
- 56 *along with an inspirational quote. She will work with Kelly Wood to identify flowers native to our*
- 57 *campus to use in the artwork.*
- 58 3. *Strategic Planning charrette*
- 59 *President Guleff is looking for experts in each of the six strategic initiatives and sent an email on January*
- 60 *13, which included a link to sign-up. Please consider participating in this important process.*
- 61 4. *Results of communications poll*
- 62 *Campus email was overwhelmingly the first choice in the recent communications poll, with the second*
- 63 *most preferred method being District Announcements.*
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- 65 **8. Committee Reports**
- 66 *College Council: They are discussing how to get volunteers for the strategic planning charrette.*
- 67 *Caring Campus: The leadership kick-off is coming up soon. Recruitment for classified participation will*
- 68 *come from MSC and leadership.*
- 69 *Planning and Budget: The budget shortfall is now considered "manageable" (\$24 billion), and there is*
- 70 *now a looming fiscal gap (not cliff). The funding floor will be at whatever funding level we have in*
- 71 *2024/25, and after that, we will be in essence Y-rated for COLAs if our enrollment is where it should be.*
- 72 *The next budget forum is Tuesday, February 14, at 3 p.m., via Zoom.*
- 73 *Classified Professionals' Day Planning: The committee currently only has five people helping with the*
- 74 *planning. S. Dysthe explained that this even cannot happen without more people. Please put out the call*
- 75 *for volunteers to your constituents and make the personal ask.*
- 76 *Classified Emeritus: Tabled.*
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- 78 **9. Representative Reports**
- 79 1. *Associated Students (K. Landrum): None.*
- 80 2. *Academic Senate (D. McCabe): None.*
- 81 3. *Classified Professional Development (M. Smith): January FLEX and BEEP IV were successful. BEEP I*
- 82 *will be Friday, August 11, 9-11 a.m., on Zoom, and will focus on getting to know Butte College. Classified*
- 83 *Professional Development Week will be Monday through Thursday of spring break. The pro dev funding*
- 84 *task force will meet on February 13, and the next funding deadline is Friday, March 31.*
- 85 4. *MSC (K. McCall): None.*
- 86 5. *CSEA (A. Fairbanks): The budget is a little lower than last year's due to reduced membership. They*
- 87 *are in dire need of help on the e-board.*
- 88 6. *Foundation (A. Fairbanks): They gave out 214 scholarships this year as compared to 300 last year,*
- 89 *due to less donations collected. February 6 is the deadline to apply for the classified scholarship.*
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- 91 **10. Regular Reports**
- 92 1. *President: None.*
- 93 2. *Vice-President of Elections: Watch your email for elections info coming soon.*
- 94 3. *Vice-President of Public Relations: Please remember to send your constituents meeting recaps in a*
- 95 *timely manner. We will have a presentation at our next senate meeting about campus security.*
- 96 4. *Treasurer/Fundraising: A. Fairbanks and C. Westbay are working on a more easy-to-read budget*
- 97 *spreadsheet for the senate.*
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- 99 **11. Senator/Visitor/Public Comments**
- 100 *None.*
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- 103 **12. Adjournment: 12:32 p.m.**

104 *Next meeting: March 1, 2023, 11 a.m., hybrid (in the Board Room and via Zoom).*

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Secretary: A. Duncan