



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

3536 Butte Campus Drive – Oroville, CA 95965

Minutes

Regular Meeting

Wednesday, April 19, 2023

Present: Chris Westbay, Sheryl Dysthe, Alicia Mendizaval-Hernandez, Anna Fairbanks, Susan Roberts, Amy Duncan, Jill Hedman, Dave Stephens, Quinn Winchell, Magian Smith, Kim McCall, Deb McCabe, Isaac Zink.

Absent: Dayna Collett, Julius McCall, Caitlin Torres, Martha Ventura-Plasencia.

Guests: Nicole Cancilla, Connie Dickens, Meredith Marasco, Sarah Williams.

1. Call to Order

Call to order at 11:01 a.m.

2. Approval of Consent Agenda

Agenda for April 19 and minutes from April 4, 2023 (approved).

3. Introduction of Visitors

Nicole Cancilla, Connie Dickens, Meredith Marasco, Sarah Williams.

4. Caring Campus Moment

I. Zink mentioned that he observed one of his A.S. colleagues help some Reg2Go students by directing them to the bus stop.

5. Presentations

Meredith Marasco presented on the California Community Colleges Chancellor's Office website, Vision Resource Center, which has a large selection of webinars and online trainings that can be completed at your own pace and across a large variety of topics. The site also retains a transcript of completed trainings (not webinars), that could be useful for performance evaluations. You can sign in from our BC pro dev site (butte.edu/prodev) using your campus log in credentials.

6. Action Items

1. Vote on Classified Emeritus

Two nominees were submitted for a senate vote: Bambi Mayfield (approved posthumously), and Peter Dahl (approved). Valerie Holloway was approved to received emeritus status back in 2017, but she was never acknowledged as such. C. Westbay will also present her name to the President's Office for formal recognition, and she will be invited to Classified Professionals' Day to be honored as well.

7. New Business

1. Senate retreat planning

Our annual retreat usually happens at the beginning of August and is an introduction to new senators (and review for seasoned senators) of how to set up email lists, use OneDrive and the dfs, calendars, etc. We will also set goals for the new year and flesh out our standing committees. If you have any ideas for the retreat, contact C. Westbay.

- 50 **8. Unfinished Business**
- 51 1. *Senate elections results*
- 52 *Here are the results of our recent election: Area A Senator (J. McCall), Area B Senator (M. Marasco),*
- 53 *Area F Senator (Q. Winchell), Area G Senator (S. Dysthe), Area I Senator (C. Dickens),*
- 54 *At-Large 1 (A. Duncan), At-Large 2 (D. Collett), At-Large 3 (CR Schafer).*
- 55 2. *Coffee/Scantrons giveaway update*
- 56 *C. Westbay spoke to J. McCall, and he is willing to head up the event again this year. Tray Robinson has*
- 57 *agreed to provide breakfast sandwiches from Proud to be First Faculty and Staff Association. We will*
- 58 *ask A.S. to provide fruit and the Hub to provide snacks for the event as they have in years past.*
- 59 *D. McCabe requested that a flyer be distributed so that faculty can help spread the word as well.*
- 60
- 61 **9. Representative Reports**
- 62 1. *Associated Students (I. Zink): They have created a draft of the budget for next year. For student*
- 63 *activities fees, projected income is \$283,000 with \$309,000 projected in expenditures. For the student*
- 64 *rep fees, projected income is \$18,250 with \$28,250 projected in expenditures. There are reserves that*
- 65 *can be used if needed to cover the shortfall.*
- 66 2. *Academic Senate (D. McCabe): They are set to confirm two emeritus nominees: Fran Babich and*
- 67 *Phoebe Hartt. Steve DeMaggio will provide an update on course materials adoptions. They invite*
- 68 *comments on the statewide plenary resolutions. Erik Shearer will address the changes that are being*
- 69 *made to course add procedures. They are also discussing artificial intelligence (AI) in terms of academic*
- 70 *honesty and what will be considered cheating/plagiarism.*
- 71 3. *Classified Professional Development (M. Smith): They are working on August FLEX week. The new*
- 72 *faculty pro dev coordinator is Jason Trento. The Diversity Academy is coming in June, and space is*
- 73 *limited to 30 participants. May 26 is the next classified pro dev funding deadline, and May 1 is the*
- 74 *deadline for the additional travel and conference funds (which need to be expended by June 30). They*
- 75 *are in the process of getting quotes for new furniture and technology in the CFE.*
- 76 4. *MSC (K. McCall): There are two nominations for emeritus: Eric Hoiland and Gail Stone.*
- 77 5. *CSEA (A. Fairbanks): They are meeting tomorrow (April 20) in the CFE and via Zoom at 11:30.*
- 78 6. *Foundation (A. Fairbanks): Scholarship reading has begun and will end on April 30. Reach out to*
- 79 *your constituents and contact Tristan Bosch if interested in being a reader.*
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- 81 **10. Committee Reports**
- 82 *Onboarding Task Force: D. Stephens reported that they have met three times and are focusing on the*
- 83 *process between HR, IT, pro dev, the senates, etc. Employee status is not clearly defined in Colleague.*
- 84 *There is a huge disparity in training, guidance, and explanation of expectations when starting a position*
- 85 *here at Butte. A survey will go out to the campus asking for feedback.*
- 86 *College Council: They are working on Strategic Planning charrette action plans, prioritizing, and setting*
- 87 *timelines between now and the next three years. They are also working on the Institutional Effectiveness*
- 88 *manual. The HSI task force will develop a website, and there are eleven initiatives that will be presented*
- 89 *to leadership soon. Their hope is to become a standing committee.*
- 90 *Caring Campus: The first and second training sessions for classified were a success, and the join session*
- 91 *with leadership will be Tuesday, April 25.*
- 92 *Planning & Budget: The 2023/24 budget is a moving target as revenues won't be known until October*
- 93 *due to the tax filing deadline extension. The governor's priority is funding the 8.31% COLA.*
- 94 *Classified Professionals' Day Planning: Planning is going well, and we already have 76 RSVPs. There will*
- 95 *be a toothbrush/toothpaste drive at the event to benefit the Hub.*
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- 97 **11. Regular Reports**
- 98 1. *President: C. Westbay reported that about half of the goals the senate set at the beginning of the year*
- 99 *have been accomplished; kudos to all for making that happen!*
- 100 2. *Vice-President of Elections: S. Dysthe reported that she is excited to see newcomers getting involved*
- 101 *with the senate this election. The e-board will be elected at the May 17th meeting.*
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103 3. *Vice-President of Public Relations: Please remember to send your constituents meeting recaps in a*
104 *timely manner. A. Mendizaval-Hernandez recommended participating in Helping Academy in June.*
105 4. *Treasurer/Fundraising: None.*

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107 **12. Senator/Visitor/Public Comments**

108 *C. Westbay reminded all that evaluations of President Guleff are happening today from 2-3 p.m. There is*
109 *room for twelve people to speak for five minutes on her performance over her first year.*

110 *M. Marasco mentioned that next week is Black Student Success Week, and there will be webinars from*
111 *12-1 p.m. from Monday, April 24, through Friday, April 28. Umoja will be hosting an open house as well.*

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113 **13. Adjournment: 12:32 p.m.**

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115 *Next meeting: May 3, 2023, 11 a.m., hybrid (in the Board Room and via Zoom).*

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Secretary: A. Duncan