



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

3536 Butte Campus Drive – Oroville, CA 95965

Minutes

Regular Meeting

Wednesday, August 23, 2023

Present: Chris Westbay, Alicia Mendizaval-Hernandez, Alan Burwell, Anna Fairbanks, Amy Duncan, Arlinda Black, Connie Dickens, Sheryl Dysthe, Jill Hedman, Meredith Marasco, Tasha Spirk, Magian Smith.

Absent: Dayna Collett, Julius McCall, Susan Roberts, C.R. Schafer, Martha Ventura-Plasencia, Kim McCall, Deb McCabe.

Guests: Elisa Carrillo, Tom Siechart.

1. Call to Order

Call to order at 11:03 a.m.

2. Introduction of Visitors

Elisa Carrillo, Tom Siechart.

3. Caring Campus Moment

A. Duncan told about helping a friend who had posted on Facebook that they will be attending Butte College and was feeling nervous about it; she reached out and was able to get the student a Cares referral to help her get expedited appointments for services such as Counseling and HHIP (Homeless and Housing Insecure Pilot Program) to help give her a successful start to school.

4. Approval of Consent Agenda

Agenda for August 23 and minutes from July 19, 2023 (approved).

5. Presentations

None.

6. Action Items

None.

7. New Business

1. Upcoming events

The Senate has several events coming up in fall that will need task forces to successfully complete.

Please reach out to C. Westbay if interested in serving on any of the following:

- a) Butte Strong Remembrance (M. Marasco volunteered)
- b) Veterans' Day (C. Dickens volunteered)
- c) Giving Tuesday (M. Marasco, T. Spirk, and A. Fairbanks volunteered)
- d) Friendsgiving (C. Dickens, J. Hedman, A. Fairbanks, and A. Duncan volunteered)
- e) Fundraising (A. Fairbanks and A. Duncan volunteered)

- 50 **8. Unfinished Business**
51 a) Website tour: C. Westbay gave a tour of the updated Senate website.
52 b) New Employee Orientation (NEO) procedures: C. Westbay is emailed from HR when a new
53 classified employee is hired. He will then contact senators, and the senator should send a welcome
54 letter to the new employee and reach out to them personally. There is a checklist of eight things
55 senators should do to welcome a new classified employee.
56 c) Committee appointments: C. Westbay reminded all senators that everyone should serve on at
57 least one internal committee. Please contact A. Burwell if interested in serving on a committee.
58 d) Connect with Committee ideas: This year our goal is to put the “community” in community
59 college. We want to find ways to partner with our local businesses for events and fundraisers and
60 also find meaningful ways to volunteer in our community. Reach out to C. Westbay if you have ideas.
61 e) Senate goals: This year we are going to focus on connecting with our community.
62

- 63 **9. Representative Reports**
64 1. *Associated Students*: None.
65 2. *Academic Senate (D. McCabe)*: None.
66 3. *Classified Professional Development (M. Smith)*: August FLEX week went well with over sixty
67 workshops presented. There is one-time increased funding, and there is a new funding application
68 available online. The next funding request deadline is September 29. Jason Trento is the new
69 professional development faculty coordinator.
70 4. *MSC (K. McCall)*: None.
71 5. *CSEA (A. Fairbanks)*: There will be union steward training available from September through
72 November for levels 1-3. See Shannon Hamlyn-Burton’s email from August 8 for more details. The
73 next meeting will be mid-September.
74 6. *Foundation (A. Fairbanks)*: They are looking for board members from Butte or Glenn counties, and
75 they are working on their strategic initiatives, which will coincide with Butte’s strategic initiatives.
76 Lisa Delaby has retired, and Linda Zorn is serving as the interim executive director.
77

- 78 **10. Committee Reports**
79 College Council: None.
80 Caring Campus: The big kick-off will be September 7, and there will be tabling, presentations in the
81 CFE, prizes, swag, and refreshments to introduce Caring Campus to the whole campus.
82 Planning & Budget: None.
83

- 84 **11. Regular Reports**
85 1. *President*: None.
86 2. *Vice-President of Elections*: None.
87 3. *Vice-President of Public Relations*: None.
88 4. *Treasurer/Fundraising*: A. Fairbanks mentioned that the final amount spent on Classified
89 Professionals’ Day was \$4,731.
90

- 91 **12. Senator/Visitor/Public Comments**
92 None.
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- 94 **13. Adjournment:** 12:29 p.m.
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96 Next meeting: September 6, 2023, 11 a.m., hybrid (in the CFE and via Zoom).
97

98 Secretary: A. Duncan
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