



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

3536 Butte Campus Drive – Oroville, CA 95965

Minutes

Regular Meeting

Wednesday, September 20, 2023

Present: Chris Westbay, Alan Burwell, Anna Fairbanks, Susan Roberts, Amy Duncan, Arlinda Black, Connie Dickens, Sheryl Dysthe, C.R. Schafer, Tasha Spirk, Magian Smith, Kim McCall, Deb McCabe.

Absent: Dayna Collett, Jill Hedman, Meredith Marasco.

Guests: Claudia Godinez.

1. Call to Order

Call to order at 11:00 a.m.

2. Introduction of Visitors

Claudia Godinez.

3. Caring Campus Moment

S. Dysthe shared an experience she had speaking with a student in the elevator who was nervous about an upcoming math test and also a presentation they were about to give.

4. Approval of Consent Agenda

Agenda for September 20: C. Westbay motioned to add Area A and K vacancies under New Business and add Pro Dev Steering Committee under Committee Reports, S. Dysthe second (approved). Minutes from September 6, 2023 (approved).

5. Presentations

C. Dickens presented about Bountiful Butte Harvest Fest, which will be Saturday, October 14, from 10 a.m. to 2 p.m. The event is open to the public and will promote the farm and help us connect with our community. We will be able to sell the cookbooks at the event but will need to make arrangements to use a Foundation Square as this is a cashless event. A flyer will be sent out shortly to promote the event.

6. Action Items

1. Strategic plan feedback

No senators received any feedback from constituents. C. Westbay feels like it is solidly written, is very comprehensive, and has no issues. A. Burwell sees an opportunity to grow and develop and does not see any omissions in the plan.

7. New Business

1. Friendsgiving

There will be a potluck on Thursday, November 16, in the CFE, from 12-1:30 p.m. The event will be posted in District Announcements, and make sure to get the word out to your constituents. The cookbooks, new and past editions, will be available for sale. Students who submit recipes for the cookbook will receive a special invitation to attend.

50 2. VP of PR and Area A and K vacancies
51 A. Burwell motioned to appoint Claudia Godinez as Area K senator, second by S. Dysthe (approved).
52 C. Shafer was appointed by C. Westbay to move to Senator A senator from her at-large position.
53 C. Westbay has reached out to M. Marasco to see if she is interested in the VP of Public Relations
54 position, possibly at a later time. Raquel Holmstrom was also mentioned as a possibility.
55 3. Fundraising ideas
56 The fundraising committee met and came up with ideas for several fundraisers: an additional bunco
57 to be held in fall (need to find funding for food), a restaurant take-over at Chipotle combined with a
58 bake sale, a chili and cornbread cook-off, and an adult social event. Reach out to A. Fairbanks or
59 A. Duncan if you have ideas for fundraisers or would like to join the committee.
60
61 **8. Unfinished Business**
62 None.
63
64 **9. Representative Reports**
65 1. *Associated Students*: We still need a rep. C. Westbay will reach out to A.S.
66 2. *Academic Senate (D. McCabe)*: At today's meeting they will be gathering feedback on the new
67 course add authorization process, specifically how it has affected counseling. Freezing the waitlist on
68 the Sunday before classes started made it impossible for counselors to know if there were any
69 openings available. Erik Shearer will recommend staffing for the general ed work group. They are
70 also discussing bots being enrolled in online classes and how to curtail that situation as well as
71 reviewing the strategic plan.
72 3. *Classified Professional Development (M. Smith)*: None.
73 4. *MSC (K. McCall)*: Tray Robinson and Denise Adams are the new co-chairs, Maranda Brown is the
74 new secretary, and Melisse Boyd is their new representative for Planning & Budget Committee.
75 5. *CSEA (A. Fairbanks)*: The results from the classification study from McKnight have been emailed to
76 employees, so make sure to review. The results from the study are negotiable. Reach out to CSEA if
77 you need help.
78 6. *Foundation (A. Fairbanks)*: There was low attendance at the scholarship awards ceremony with
79 only 30% of recipients in attendance. They are looking at ways to increase attendance at future
80 ceremonies. Giving Tuesday will be November 28, and the Spring Gala will be Saturday, March 2,
81 2024, at the Sierra Nevada Big Room.
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83 **10. Committee Reports**
84 College Council: None.
85 Caring Campus: September 7 was the big kick-off. A total of 109 people RSVPed, with 93 actual
86 attendees. The presentation was recorded and sent to Classified. If you were unable to attend, you
87 can complete a short quiz by October 9 to get your Caring Campus t-shirt. The next meeting is
88 Wednesday, September 27 at 10 a.m. in the CFE.
89 Planning & Budget: The 23/24 budget has been passed by the Board of Trustees, which includes the
90 8.22% COLA. They have moved up unit planning one month to October.
91 Pro Dev Steering: It has been suggested that this committee should be a Brown Act Committee as it is
92 a sub-committee of the Academic Senate, and as such, only faculty should be voting members. Jason
93 Trento is researching this. There are currently four Classified professionals on the committee, and
94 they need five. They will hopefully bring back Butte College Leadership Development Institute
95 (BCLDI) in the near future, possibly as a one-year cohort rather than two-year.
96
97 **11. Regular Reports**
98 1. *President*: C. Westbay motioned to extend the meeting by five minutes, second by S. Dysthe
99 (approved). Board of Trustees recap: Enrollment is up 13%, and our target for growth is 6-7% per
100 year. They approved the contract extension of our third-party marketing vendor, 25th Hour
101 Communications. The budget was approved, but Trustee Boeger does not agree with reducing the
102 operating costs of the bookstore, food services, student health center, and child development center
103 and believes we should continue to fund all auxiliary services. The bookstore is looking for a third-

104 party vendor to take over bookstore operations. The board will host their annual food drive, Fill the
105 Boardroom, on Wednesday, November 15.
106 2. *Vice-President of Elections*: A. Burwell motioned to extend the meeting by an additional five
107 minutes, second by S. Dysthe (approved). The constitution and bylaws committee is reviewing how
108 many senators there should be, and there is a lack of procedures regarding committee appointments
109 and terms. The Community Engagement Committee is planning to do a “House Cup” competition
110 during spring semester and are looking for ideas for events. There are two new Act Now proposals:
111 1) Walkabout/talkabout, weekly walks with senators and e-board, and 2) Coffee/doughnuts or
112 chips/dips with senators. Need to discuss if we have budget available to fund.
113 3. *Vice-President of Public Relations*: None.
114 4. *Treasurer/Fundraising*: None.

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116 **12. Senator/Visitor/Public Comments**
117 None.

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119 **13. Adjournment:** 12:40 p.m.

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121 Next meeting: October 4, 2023, 11 a.m., hybrid (in the Boardroom and via Zoom).

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123 Secretary: A. Duncan
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