



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

3536 Butte Campus Drive – Oroville, CA 95965

Minutes

Regular Meeting

Wednesday, October 4, 2023

Present: Chris Westbay, Alan Burwell, Anna Fairbanks, Susan Roberts, Amy Duncan, Claudia Godinez, Jill Hedman, Arlinda Black, Sheryl Dysthe, Meredith Marasco, C.R. Schafer, Magian Smith.

Absent: Dayna Collett, Connie Dickens, Tasha Spirk, Kim McCall, Deb McCabe.

Guests: Ulysess GarciaRueda, Kim Hong, Sarah Langley, Andrea Walters.

1. Call to Order

Call to order at 11:00 a.m.

2. Introduction of Visitors

Ulysess GarciaRueda, Kim Hong, Sarah Langley, Andrea Walters.

3. Caring Campus Moment

A. Walters shared about a distraught student coming into Career Services who needed to see a career counselor, and Susie Sierra spent time talking with the student and then walked them around to different offices to help them find resources and services.

4. Approval of Consent Agenda

Agenda for October 4: A. Duncan motioned to add walkabout/talkabout and chips/dips with senators under Unfinished Business, A. Burwell second (approved). C. Westbay motioned to add appoint new VP of Public Relations under Action Items, A. Burwell second (approved). Minutes from September 20, 2023 (approved).

5. Presentations

1. Tristan Bosch from Foundation presented on the campus/community survey regarding the Foundation's strategic direction initiative, which went out via District Announcements on Monday, October 2. The goal is to identify strategies to best support the mission of the Foundation through support of students and the community. C. Westbay suggested spending a special communication to constituents right away encouraging them to take the survey.

2. Kim Hong, CSEA Chapter 511 President, gave us an update on the classification study. Things will not be wrapped up by December as originally scheduled due to problems with our third-party consultant, McKnight and Associates. The new salary schedule could possibly be ready by spring. If you have not yet received your classification study or have questions, you should email McKnight at butte@smcknight.com and cc: your supervisor if you feel comfortable doing so. Kim suggested showing up to the board meeting to express any concerns and share your experience with the process, and he reminded us that there is strength in numbers, so bring a friend. He also suggested submitting a resolution to the board detailing the various concerns many classified employees have expressed thus far as well as comparing your job specifications here at Butte College to other California community colleges and focus on comparing the minimum qualifications.

- 50 **6. Action Items**
51 1. Swear in new senators and VP of Public Relations
52 C. Westbay appointed A. Walters, who accepted the appointment, A. Burwell motioned to approve,
53 second by M. Marasco (approved). C. Westbay swore in C.R. Schafer as Area A senator, C. Godinez as
54 Area K senator, and A. Walters as VP of Public Relations, and they took the oath of office.
55
- 56 **7. New Business**
57 None.
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- 59 **8. Unfinished Business**
60 1. Walkabout/talkabout and chips/dips with senators
61 A. Burwell discussed two ideas the community engagement committee has for connecting to our
62 campus community: walkabout/talkabout with senators (a periodic chance to take a walk around
63 campus with a senator or e-board member) and chips/dips with senators (a social time to have a
64 snack and get to know members of the senate and each other). Interest was expressed for both of
65 these ideas, and it was determined that we do have available funds to support purchasing food for
66 such events.
67
- 68 **9. Representative Reports**
69 1. *Associated Students*: We still need a rep. C. Westbay will reach out to A.S.
70 2. *Academic Senate (D. McCabe)*: None.
71 3. *Classified Professional Development (M. Smith)*: Five applications for funding have been received
72 and will be reviewed soon. There is a new funding application available online for projects and
73 activities. There are two pots of money available, one of which is tied to the Vision of Success, and
74 one which is not, so there are two opportunities for your project or activity to be funded.
75 4. *MSC (K. McCall)*: None.
76 5. *CSEA (A. Fairbanks)*: There will be a special meeting on Friday, October 13, at 10 a.m. to discuss the
77 classification study and the catastrophic leave bank.
78 6. *Foundation (A. Fairbanks)*: Giving Tuesday will be November 28, and the Spring Gala will be
79 Saturday, March 2, 2024, at the Sierra Nevada Big Room.
80
- 81 **10. Committee Reports**
82 Caring Campus: The website has been revamped. The big kick-off presentation was recorded, and
83 people who were not able to attend can view the presentation and answer a short quiz to receive the
84 Caring Campus t-shirt. This opportunity has now been extended to MSC and faculty, and the deadline
85 is October 9. There will be another event sometime this month. The next meeting will be
86 Wednesday, October 25, at 10 a.m. in the CFE.
87 Planning & Budget: The unit planning timeline has been expedited by about a month. The deadline is
88 December 15 for chairs and managers. Funding requests will now be transmitted on a form rather
89 than a spreadsheet. The next budget forum will be Tuesday, November 14, at 3 p.m. via Zoom.
90 Butte Strong Planning: The five-year remembrance event will be Wednesday, November 8 at the Butte
91 Strong tree, and they are planning to have speakers from the first responder academies and the
92 community to speak. The event will be held at the Black Box Theatre in the event of rain.
93 Friendsgiving Planning: The potluck will be held on Thursday, November 16, from 12-1:30 p.m. in the
94 CFE, and the theme is Quick and Easy Dinner Party. We desperately need more recipes! Deadline to
95 submit is Friday, October 13, so please contact constituents right away to remind them. A. Burwell
96 motioned to increase the meeting time by ten minutes, second by M. Marasco (approved).
97 A. Burwell proposed raising the cookbook selling price from \$5 to \$10. Discussion ensued, and some
98 thought that was too much of a price increase but were open to raising the price by a lesser amount.
99 A. Duncan and C. Westbay mentioned that the initial intent of the cookbook was to bring the campus
100 community together and that fundraising was not originally the primary focus. A. Burwell countered
101 that we are no longer in pandemic times and might want to consider shifting our focus accordingly.
102 Community Engagement: tabled.
103

- 104 **11. Regular Reports**
105 1. *President*: None.
106 2. *Vice-President of Elections*: A. Burwell mentioned that the community engagement committee is
107 trying to produce ideas for a house cup competition. If you have any ideas, please reach out to one of
108 the committee members: A. Burwell, A. Duncan, A. Fairbanks, M. Marasco, or C. Westbay.
109 3. *Vice-President of Public Relations*: None.
110 4. *Treasurer/Fundraising*: The budget is now available on SharePoint, but please do not change
111 anything. A. Fairbanks will make it read-only.

- 112 **12. Senator/Visitor/Public Comments**
113 M. Marasco noted that the Chancellor's Office is hosting a free conference for the first day of
114 Undocumented Student Action Week, which will be on Monday, October 16, in Fresno. The rest of the
115 week's events will be virtual.
116

- 117 **13. Adjournment:** 12:38 p.m.

118 Next meeting: October 18, 2023, 11 a.m., hybrid (in the Boardroom and via Zoom).
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122 Secretary: A. Duncan
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