



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

3536 Butte Campus Drive – Oroville, CA 95965

Minutes

Regular Meeting

Wednesday, November 1, 2023

Present: Chris Westbay, Alan Burwell, Andrea Walters, Anna Fairbanks, Susan Roberts, Arlinda Black, Dayna Collett, Sheryl Dysthe, Claudia Godinez, Jill Hedman, Meredith Marasco, Magian Smith, Deb McCabe, Monica Nunez.

Absent: Amy Duncan, Connie Dickens, C.R. Schafer, Tasha Spirk, Kim McCall.

Guests: Krista Collett, Sarah Langley, Ulysess Garcia Rueda.

1. Call to Order

Call to order at 11:00 a.m.

2. Introduction of Visitors

Krista Collett, Sarah Langley, Ulysess Garcia Rueda.

3. Caring Campus Moment

J. Hedman shared that she gave a student a warm hand-off.

4. Approval of Consent Agenda

Agenda for November 1 and Minutes from October 18, 2023 (approved).

5. Presentations

None.

6. Action Items

None.

7. New Business

1. AP 4027—Catalog Rights. When program, degree, or certificate requirements change while a student is enrolled, the student should have rights to the original course pattern and should be grandfathered in. This applies to students that maintain enrollment within any community college or have an approved educational leave.

2. AP 4021—Program Research & Recommendations (under Academic Senate). To ensure program vitality and continuation, there must be a representative from Institution Research (IR). College Council will review where these documents reside. Classified Senate suggested a centralized location to house documents. A. Burwell will email classified professionals with more information. Classified senators should request feedback from constituents to be provided to College Council by 11/14.

50 **8. Unfinished Business**

51 1. Walkabout/talkabout and snack cart updates

52 A. Burwell facilitated the first walkabout/talkabout (W/T). Thanks, Alan! Senators need to sign up
53 for the rest of the calendar year. Next W/T is Monday, 11/6, at 10 am. Sign-up sheet is in SharePoint
54 under Events. Thank you to A. Black and C. Dickens, who made the initial Costco run for goodies for
55 the snack cart. Dining Services has agreed to provide ice for the cart, but we will need to bring our
56 own ice chest. A. Black suggested we purchase a basket to hold snacks. S. Dysthe will be taking
57 around the snack cart again on Wednesday, 11/8. A. Burwell will be reaching out to the Community
58 Engagement Committee to discuss rebranding and solicit naming ideas for the snack cart.

59 2. Bountiful Butte Harvest Fest recap

60 The event took place on Saturday, 10/14, and included booths and tents set up with games and
61 activities (including pumpkin and cookbook sales). Classified Senate raised \$70 selling Friendsgiving
62 cookbooks. COSMO represented! They offered hair extensions, face painting, and nails (donations
63 were accepted). Goats were a highlight of the event and were named after people on campus. For
64 next year's event, a "goat calendar" has been proposed. Planning for the 2024 Harvest Fest is already
65 underway, and they are asking for more club and program involvement in 2024. If you have ideas or
66 input, please contact Jennifer Charles-Tollerup.

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68 **9. Representative Reports**

69 1. *Associated Students*: M. Nunez recently attended their first conference (held in San Francisco).
70 Monica enjoyed sharing ideas and networking with other colleges.

71 2. *Academic Senate (D. McCabe)*: AB1705 compliance (removed remedial math and English), now all
72 courses are now transfer-level. Distance Education (DE) addressing ongoing problem with
73 fraudulent students enrolling in classes. A larger problem was discovered with fraudulent students
74 (either bots or actual students) receiving financial aid and taking up space in classes. DE working
75 with Admissions to identify these "students" before census. Academic Integrity: recognize need for
76 clear guidelines for accusations of academic dishonesty. What can faculty do, and what are student
77 rights? State senate plenary required to report statewide activity and to share with Butte
78 constituents. Technology Council has not been meeting regularly and concern was raised to
79 President Guleff. As a result, Technology meetings will soon resume.

80 3. *Classified Professional Development (M. Smith)*: M. Smith reported that January Flex schedule
81 planning is underway. If interested in presenting, submit workshop planning form by 11/9.
82 pro dev funds are available (five applications have been approved, and one more is expected).
83 Senators should let constituents know funding is available. Steering committee discussed increased
84 funding for Classified Professionals' Week and Classified Professionals' Day.

85 4. *MSC (K. McCall)*: None.

86 5. *CSEA (A. Fairbanks)*: The next meeting is tentatively scheduled for 11/16 (not yet confirmed).

87 6. *Foundation (A. Fairbanks)*: Next strategic planning meeting will be 11/2. An email went out
88 requesting feedback. The Foundation board meeting is 11/2. Giving Tuesday is on 11/28; senators
89 should share with constituents and encourage donations to the Classified Senate general fund.

90 7. *4CS (K. Collett)*: K. Collett requested ongoing 4CS reinstatement on the senate meeting agenda
91 under Representative Reports. The first meeting of CCLC (Community Colleges League of CA) will
92 take place mid-November. K. Collett will attend via zoom for swearing in of officers, if pro dev
93 funding is not approved in time.

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95 **10. Committee Reports**

96 Caring Campus: M. Marasco reported that the committee needs direction and clarity for goals, roles,
97 and responsibilities. It was suggested that smaller groups/committees are formed to work on specific
98 goals (i.e., rolling out Caring Campus in Chico Center, organizing Ask Me booths, deciding on swag and
99 what it will be used for specifically). The original training/kick off recording is available online on the
100 pro dev website.

101 Butte Strong Planning: The event will be Wednesday, 11/8, from 12:00-12:20 – meet at the Butte
102 Strong Tree (SAS front lawn). Music instructor, Ryan Heimlich, will provide quintet for prelude to the
103 event. Ceremony starts at 12:05 and will honor Camp Fire survivors and those we lost. If raining, we

104 will meet in the Black Box Theater. Event to include 85 secs of silence and testimonials from survivors
105 (classified and faculty), and the theme is "Where are you now?" President Guleff will make closing
106 remarks.
107 Friendsgiving Planning: The event will be on Thursday, 11/16, from 12:00-1:30 p.m. Bring your
108 favorite dish (and list of ingredients for allergies), or just stop by to visit. Our 4th Annual
109 Friendsgiving Cookbook will be on sale for \$5 each, and for those that submitted recipes, a random
110 winner will be announced at the event.
111 Giving Tuesday – The National Day of Giving is Tuesday, 11/28. Watch for the flyer and QR code for
112 elective donations to the program or club you are passionate about. Email will be shared by
113 M. Marasco.

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115 **11. Regular Reports**

- 116 1. *President:* C. Westbay shared gratitude letter from scholarship recipient (Johnathan Szwarc).
117 2. *Vice-President of Elections:* None.
118 3. *Vice-President of Public Relations:* A. Walters offered to help send out flyers/information for
119 Classified Senate. Contact her for help.
120 4. *Treasurer/Fundraising:* S. Dysthe put in her retirement letter on 10/31 and will be resigning from
121 the senate. Her last day at work will be 11/14. Make sure to wish her well and thank her for her
122 service!

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

125 None.

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127 **13. Adjournment:** 12:35 p.m.

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129 Next meeting: November 15, 2023, 11 a.m., hybrid (in the CFE and via Zoom).
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Secretary: A. Duncan