



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

3536 Butte Campus Drive – Oroville, CA 95965

Minutes

Regular Meeting

Wednesday, November 15, 2023

Present: Chris Westbay, Alan Burwell, Andrea Walters, Anna Fairbanks, Susan Roberts, Amy Duncan, Arlinda Black, Connie Dickens, Claudia Godinez, Jill Hedman, Meredith Marasco, C.R. Schafer, Magian Smith, Deb McCabe.

Absent: Dayna Collett, Krista Collett, Tasha Spirk, Kim McCall, Monica Nunez.

Guests: Nicole Cancilla, Corinne Carter, Katrina Cunningham, Sarah Langley, Alicia Mendizaval-Hernandez, Carrie Soldate, Maisue Thao, Edith Vargas, Claire Yang.

1. Call to Order

Call to order at 11:00 a.m.

2. Introduction of Visitors

Nicole Cancilla, Corinne Carter, Katrina Cunningham, Sarah Langley, Alicia Mendizaval-Hernandez, Carrie Soldate, Maisue Thao, Edith Vargas, Claire Yang.

3. Caring Campus Moment

A. Burwell was chatting with a staff member in the Career Center, and when a student walked in, the person he was chatting with immediately focused on the student and their needs rather than continuing the conversation. A. Walters also joined the conversation and continued to engage with and help the student.

4. Approval of Consent Agenda

Agenda for November 15: A. Burwell motioned to add Maisue Thao and a presentation about the Roadrunner Hub to the agenda, second by A. Fairbanks (approved). Minutes from November 1, 2023 (approved).

5. Presentations

Maisue Thao and Carrie Soldate presented about the Roadrunner Hub. The Hub has a food pantry where students can get bags of groceries and snacks, assistance applying for Cal Fresh, and help with all basic needs: food, housing, transportation, technology, mental health, childcare, physical health, and hygiene, and they can also help with baby formula, diapers, and wipes. They always need grocery bags, so keep them in mind. This year the focus of the holiday drive has changed, and the Hub will be gathering gift cards to stores in \$25 increments rather than the food baskets of previous years in order to provide a more culturally appropriate experience for students. A. Burwell suggested a friendly challenge between classified and faculty to gather the most gift cards for the Hub.

6. Action Items

None.

- 50 **7. New Business**
51 1. Area G senator vacancy
52 The area covers business education, arts, student support center, swing spaces, athletics, Roadrunner
53 Hub, health services, and veterans' resource center. Malcom Dixon has expressed an interest in filling
54 this position. There is also a vacancy for one at-large position. Help get the word out!
55
- 56 **8. Unfinished Business**
57 1. AP4027 and AP4021
58 No feedback has been received from constituents, so we will take that as approval from the senate.
59 2. Gift card drive for Roadrunner Hub
60 A. Burwell moved to table the conversation until the arrival of M. Thao and C. Soldate and their
61 presentation about the Hub, second by A. Walters (approved).
62
- 63 **9. Representative Reports**
64 1. *Associated Students*: None.
65 2. *Academic Senate (D. McCabe)*: Associate faculty now has office space equipped with phones,
66 computer, printers and other technology. Jess Vickery is working on drafting constitutions and
67 bylaws for each committee to adhere to Brown Act standards. There is a draft of the academic
68 honesty policy to be reviewed which outlines clear due process for students and what consequences
69 faculty can impose. The technology council will resume meeting soon. They will solicit any draft
70 resolutions for statewide plenary.
71 3. *Classified Professional Development (M. Smith)*: They are working on scheduling for January Flex
72 week, and so far, there have been 43 proposals accepted with proposals still being accepted. Friday,
73 January 12, will be BEEP part II, 9-11 a.m. These courses do not need to be taken in order. The next
74 pro dev funding application deadline is November 24. There are a lot of funds available, so encourage
75 your constituents to apply, i.e., CLI. There is also a workshop available titled All-Powered Office
76 Mastery: ChatGPT in Excel, PowerPoint, and Word, for \$149. Leadership is encouraging using
77 technology and AI in our workload.
78 4. *MSC (K. McCall)*: Sarah Woolsey will be our new MSC representative as K. McCall is retiring.
79 5. *CSEA (A. Fairbanks)*: The next meeting is scheduled for Friday, 11/17 at 10 a.m. Meetings will now
80 only be in-person with no zoom option. A. Burwell asked for more advanced notice from CSEA about
81 meeting times so that more people can plan accordingly to attend.
82 6. *Foundation (A. Fairbanks)*: Giving Tuesday is on 11/28. Senators should encourage payroll
83 donations to the Classified Senate general fund. If someone sets up a new payroll deduction of at
84 least \$5 to the senate, they will get a free cookbook.
85 7. *4CS (K. Collett)*: None.
86
- 87 **10. Committee Reports**
88 *Butte Strong Remembrance*: M. Marasco reported that it was a lovely event, which featured Sheryl
89 Dysthe and Kristin Milinkevich as speakers and focused on where we are now, where we are going,
90 and the collective recovery and healing process, and C. Westbay provided the history of the Butte
91 Strong tree.
92 *Veterans' Day Tribute*: C. Dickens reported that the committee had a difficult time getting people
93 involved with the event, but they did hang our banners in all the centers. Connie suggested starting
94 the planning for the event at the beginning of the semester and checking with the Veterans' Resource
95 Center to see where they can be the most help for the event.
96 *Friendsgiving Planning*: The event will be tomorrow, 11/16, from 12:00-1:30 p.m., in the CFE. You
97 can attend the event on your lunch break. Our 4th Annual Friendsgiving Cookbook will be on sale for
98 \$5 each, and for those that submitted recipes, a random winner will be announced at the event.
99 *Community Engagement*: A. Burwell reported that everyone was excited about the snack cart, and
100 snacks were also provided to some faculty and students. The next cart date will be in December, so
101 make sure to sign up.
102
103

- 104 **11. Regular Reports**
105 1. *President:* C. Westbay advised everyone to take time off to enjoy friends and family over the holiday
106 and to keep well-being in mind.
107 2. *Vice-President of Elections:* A. Burwell mentioned that he met with Board of Trustees student
108 trustee, Elizabeth Heaton, who reached out to him for help analyzing data from a student survey.
109 3. *Vice-President of Public Relations:* None.
110 4. *Treasurer/Fundraising:* A. Fairbanks mentioned that if ordering from the print shop, please cc: her
111 in the email so that she is aware that charges will be forthcoming. We are planning our bunco
112 fundraiser on December 5 and a Chipotle fundraiser in February.
113

- 114 **12. Senator/Visitor/Public Comments**
115 A. Black met with Area H constituents (custodians) at their safety meeting. It was the first time in
116 years that anyone had visited them, and they appreciated the effort. M. Marasco attended Reg Fest to
117 help students get registered and reported that there were classified folks from lots of different areas
118 to provide guidance and help connect students to resources.
119

- 120 **13. Adjournment:** 12:27 p.m.
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122 Next meeting: December 6, 2023, 11 a.m., hybrid (in the Boardroom and via Zoom).
123

124 Secretary: A. Duncan
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