



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

3536 Butte Campus Drive – Oroville, CA 95965

Minutes

Regular Meeting

Wednesday, January 10, 2024

Present: Alan Burwell, Andrea Walters, Susan Roberts, Amy Duncan, Arlinda Black, Claudia Godinez, Jill Hedman, Tasha Spirk, Magian Smith, Sarah Woolsey.

Absent: Chris Westbay, Anna Fairbanks, Dayna Collett, Krista Collett, Connie Dickens, Malcom Dixon, Meredith Marasco, Deb McCabe, Monica Nunez.

Guests: Ceahana Dodd, Sarah Langley, Jordan Rodrigues, Edith Vargas.

1. Call to Order

Call to order at 11:01 a.m.

2. Introduction of Visitors

Ceahana Dodd, Sarah Langley, Jordan Rodrigues, Edith Vargas.

3. Caring Campus Moment

E. Vargas mentioned that staff from the Career Center are often observed walking students to EOPS, TRIO, Admissions, or any other office that a student might need.

4. Approval of Consent Agenda

Agenda for January 10 and minutes from December 6 (approved).

5. Presentations

None.

6. Action Items

None.

7. New Business

1. Area A senator vacancy

Jordan Rodrigues has volunteered to step in and fill the vacancy of Area A senator previously held by C.R. Schafer. A. Duncan motioned to appoint J. Rodrigues to the position of Area A senator, second by A. Black (approved). A. Burwell swore in J. Rodrigues to the office as such.

2. Policy regarding classified holding faculty positions

C. Godinez inquired why we do not allow classified professionals to also hold faculty positions. Chris Little advised that while there is no official policy prohibiting such, it is not something we do at Butte College. A. Duncan mentioned that one of the issues is that it is problematic for payroll regarding retirement contributions to PERS and STRS. J. Hedman mentioned that at one time we had a classified professional who simultaneously held a faculty position. M. Smith mentioned that that person might have been grandfathered in but that he did not think anyone else had been able to do so since then. A. Duncan will discuss this topic with payroll and report back at the next meeting.

50 3. Discussion of custodian areas of representation
51 C. Godinez reached out to her constituents but only heard back from one. That person enjoyed being
52 included in the geographical area where he works and being in proximity to his representative.
53 A. Black motioned that custodians at satellite campuses should be moved to Area K and main campus
54 custodians should stay in Area H, second by T. Spirk (approved). A. Black will reach out to Pete Huru
55 to get a list of custodians who work at the satellite campuses.
56 4. Ask Me Booth info
57 The Ask Me Booths will be in three different locations the first two days of the new semester,
58 Monday, January 22, and Tuesday, January 23. The sign-up sheet went out via District
59 Announcements, and there are still a lot of open slots. Please encourage constituents to help with this
60 important event, maybe even reach out individually and make the personal ask.
61 5. Classified Professionals' Week
62 M. Smith reported that the dates will be Monday through Thursday, March 18-21, and the sessions
63 will be a mix between in-person and via Zoom, with lunch included for some. He tries to include a
64 mix of teaching opportunities, health and wellness, technology, and diversity. Anyone interested in
65 helping with the schedule should reach out to Magian. Also, reach out to constituents to see what
66 they would like included in the schedule.
67
68 **8. Unfinished Business**
69 1. Coffee/Scantrons giveaway recap
70 The event went well and served many students. A. Walters reported that the sausage sandwiches
71 were a big hit and the cheese sandwiches not so much. S. Roberts added that her program gives out
72 yogurt parfaits from dining services to students, and they are very popular and cost about the same as
73 the sandwiches. That might be another option for next year.
74 2. CLI funding requests
75 A. Burwell suggested that classified professionals should consider putting in a funding request from
76 pro dev to attend CLI as there are funds available and the senate will not be sponsoring any attendees
77 this year. Registration opens on February 12, with early bird registration ending March 15, and
78 regular registration ending May 17. M. Smith mentioned that pro dev has a U.S. Bank purchase order
79 available to use for registration if they are approved for funding.
80
81 **9. Representative Reports**
82 1. *Associated Students*: None.
83 2. *Academic Senate (D. McCabe)*: None.
84 3. *Classified Professional Development (M. Smith)*: January FLEX days begin January 11, and there are
85 76 workshops and activities scheduled, many of which are applicable to classified. BEEP II will be
86 Friday, January 12, from 9-10:50 a.m. via Zoom and will focus on Butte College policies and
87 procedures. Institute Day is January 17, and everyone is welcome. Make sure to RSVP for lunch,
88 please. A. Burwell mentioned that he will presenting his Completers and Leavers report on January
89 11 and Intermediate Excel on January 19. Check them out!
90 4. *MSC (S. Woolsey)*: None.
91 5. *CSEA (A. Fairbanks)*: None.
92 6. *Foundation (A. Fairbanks)*: None.
93 7. *4CS (K. Collett)*: None.
94
95 **10. Committee Reports**
96 1. *Community Engagement*
97 They are working on discussing ideas for a single event for a house cup challenge to bring together all
98 constituent groups for a cause, making sure to have enough time for planning, getting the word out,
99 and that it can be executed timely. The snack cart has been well-received and will be continued, but
100 the walkabouts have had low participation, so they will be discontinued for the time being.
101 2. *Emeritus*
102 The committee has not yet met.
103

104 3. *Elections*
105 The committee will be meeting later this month.
106 4. *CPD Planning*
107 The committee will meet soon. M. Smith mentioned that funding for the event will be increased to
108 either \$5,000 or \$6,000.
109 5. *Classified Scholarships*
110 The application period is open and will close on February 6. Encourage your constituents to apply!
111
112 **11. Regular Reports**
113 1. *President:* None.
114 2. *Vice-President of Elections:* None.
115 3. *Vice-President of Public Relations:* None.
116 4. *Treasurer/Fundraising:* A. Duncan mentioned that our next fundraiser will be at Chipotle on E. 20th
117 Street (at Chico Marketplace) on Wednesday, February 21, from 5-9 p.m. We will receive 30% of the
118 proceeds if people mention that they are there for the Butte College fundraiser. There will also be a
119 code that online orderers can use so that we can be credited for those purchases as well. Since we
120 will not be able to have a bake sale at the event, it was proposed to have a bake sale on campus,
121 maybe around Valentine's Day.
122
123 **12. Senator/Visitor/Public Comments**
124 J. Hedman had a constituent ask if there is any carpool information posted anywhere on campus.
125 S. Woolsey mentioned that that had been discussed in the past but there was a concern about student
126 safety and taking rides with people who had not been vetted in some way. A. Burwell mentioned that
127 his complete report on Butte College Completers and Leavers will be available in the next District
128 Announcements.
129
130 **13. Adjournment:** 12:21 p.m.
131
132 Next meeting: February 7, 2024, 11 a.m., hybrid (in the Boardroom and via Zoom).
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135

Secretary: A. Duncan