



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

3536 Butte Campus Drive – Oroville, CA 95965

Minutes

Regular Meeting

Wednesday, February 7, 2024

Present: Chris Westbay, Alan Burwell, Andrea Walters, Anna Fairbanks, Amy Duncan, Arlinda Black, Claudia Godinez, Jill Hedman, Meredith Marasco, Jordan Rodrigues, Sarah Woolsey, Deb McCabe, Monica Nunez.

Absent: Dayna Collett, Krista Collett, Connie Dickens, Malcom Dixon, Susan Roberts, Tasha Spirk, Magian Smith.

Guests: Ashley LaCroix, Cecilia Romero Robles, Claire Yang.

1. Call to Order

Call to order at 11:01 a.m.

2. Introduction of Visitors

Ashley LaCroix, Cecilia Romero Robles, Claire Yang.

3. Caring Campus Moment

Ashley LaCroix, the new administrative secretary in the IDEA office, mentioned that she encountered a student in the hallway who complimented her earrings.

4. Approval of Consent Agenda

Agenda for February 7 and minutes from January 10 (approved).

5. Presentations

None.

6. Action Items

None.

7. New Business

1. CPD Planning

A. Black reported that they desperately need help on the committee! The event is tentatively set for May 28th at Durham Park. We will have an additional \$1,000 from pro dev for a total of \$5,000, and we can still solicit donations from the three other groups on campus who usually donate (CSEA, BCEA, and MSC). The theme will be "Connecting the Dots," focusing on connecting with the community. A. Burwell suggested including senate elections that day to boost voter response as well as including a campus survey. He also mentioned that all senators should be available to help with this event in some way.

2. AP 5521 (Academic Integrity)

The College Council has drafted this procedure regarding best practices in regards to artificial intelligence. Please send out to constituents and ask for feedback by February 13.

50 3. Bake sale on February 14

51 Our next fundraiser will be a bake sale on February 14 on the first floor of the Campus Center from 10
52 a.m. to 2 p.m. We need volunteers for bakers and for staffing the table.

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54 **8. Unfinished Business**

55 1. Spring Gala donation

56 A. Walters was able to solicit a donation from a student photographer, who will donate one of their
57 photos, which we will put on a canvas as our donation to the Spring Gala event in March.

58 2. Classified working as faculty

59 C. Westbay talked to President Guleff, and she advised that this is not under senate purview, but
60 rather a matter for CSEA. Reach out to Kim Hong if you would like this item included as a sunshine
61 item for our bargaining agreement.

62 3. Chipotle fundraiser

63 Our Chipotle fundraiser will be Wednesday, February 21, at the E. 20th St location from 5 to 9 p.m.

64 You must mention the fundraiser for us to get credit, and Chipotle will donate 33% of the proceeds to
65 the senate, to be used for student scholarships and professional development.

66
67 **9. Representative Reports**

68 1. *Associated Students*: Their car seat and diaper giveaway drive-thru was a success but didn't have a
69 huge turnout due to the rain. They were able to get three car seats donated to Campus Police to use
70 when giving students with children rides. They are working on an anti-racism task force training,
71 which will be held the first week of April. They are also considering a name change to align more
72 with other campus constituency groups.

73 2. *Academic Senate (D. McCabe)*: The first meeting of the semester will be February 7 at 3 p.m., and
74 they will appoint committee members. They are revisiting academic hiring guidelines as well as
75 Academic Council petition procedures.

76 3. *Caring Campus*: The Chico kick-off event was successful. The next meeting will be February 28,
77 from 10 to 11 a.m. in the CFE.

78 4. *Classified Professional Development (M. Smith)*: C. Westbay reported that there are funds available
79 for pro dev activities including conference, workshops, activities, speakers, etc. CLI is coming up—
80 consider applying for these funds to cover those expenses. Help get the word out to constituents.

81 5. *MSC (S. Woolsey)*: None.

82 6. *CSEA (A. Fairbanks)*: The Legislative Analyst's Office (LAO) is predicting a .76% COLA for 2024/25.
83 There is no update on the classification study. The CSEA conference is coming up. You must have
84 attended at least three meetings/events in the last year to be considered to go as a delegate. Contact
85 Kim Hong if interested in attending. The donations of \$300 each to our bunco event as well as CPD
86 were approved.

87 7. *Foundation (A. Fairbanks)*: They still need silent auction items donated for the Spring Gala. Alcohol
88 can no longer be included in gift baskets. There is over \$200,000 available for student scholarships,
89 almost double the amount available last year.

90 8. *4CS (K. Collett)*: None.

91
92 **10. Committee Reports**

93 1. *Community Engagement*

94 The request for nominations to be the resource drive recipient for spring semester went out via
95 District Announcements. The committee will review the nominations to determine the winner. The
96 Jolly Dolly Morsel Mobile is still going strong, and there are plans to visit each area by the end of the
97 academic year. A. Black volunteered to keep track of inventory and re-stock accordingly.

98 2. *Emeritus*

99 C. Westbay has the list of retirees for this year and last, and he will send out the request for
100 nominations in the near future.

101 3. *Elections*

102 The hope is to expand elections proceedings to be included in CPD. There might be items for the
103 bylaws committee to revisit and discuss.

- 104 **11. Regular Reports**
105 1. *President:* C. Westbay welcomed everyone to the spring semester and mentioned that it's great to
106 see students back on campus. We need to start thinking about commencement activities as
107 volunteers are always needed. Reach out to Julie Aguiar if interested in volunteering.
108 2. *Vice-President of Elections:* A. Burwell motioned to add five more minutes to the meeting, second by
109 A. Fairbanks (approved).
110 3. *Vice-President of Public Relations:* None.
111 4. *Treasurer/Fundraising:* The scholarship committee will review three applications for the classified
112 scholarship, which will be awarded later this month. A. Fairbanks reviewed the budget spreadsheet
113 she created.

- 114
115 **12. Senator/Visitor/Public Comments**
116 There will be a candlelight vigil today from 3 to 4 p.m. at the Campus Center to commemorate the
117 recent loss of Butte College employee, Christmas Aumua.

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119 **13. Adjournment:** 12:32 p.m.

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121 Next meeting: February 21, 2024, 11 a.m., hybrid (in the Boardroom and via Zoom).

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123 Secretary: A. Duncan
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