



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

3536 Butte Campus Drive – Oroville, CA 95965

Minutes

Regular Meeting

Wednesday, March 6, 2024

Present: Chris Westbay, Alan Burwell, Andrea Walters, Anna Fairbanks, Susan Roberts, Amy Duncan, Arlinda Black, Dayna Collett, Claudia Godinez, Jill Hedman, Meredith Marasco, Jordan Rodrigues, Magian Smith, Sarah Woolsey, Deb McCabe.

Absent: Connie Dickens, Malcom Dixon, Tasha Spirk, Krista Collett, Monica Nunez.

Guests: Nicole Cancilla, Alicia Hernandez-Mendizaval, Edith Vargas.

1. Call to Order

Call to order at 11:01 a.m.

2. Introduction of Visitors

Nicole Cancilla, Alicia Hernandez-Mendizaval, Edith Vargas.

3. Caring Campus Moment

M. Dixon met at student at his office who wanted to change their major, so he walked the student over to the Welding department.

4. Approval of Consent Agenda

Agenda for March 6: C. Westbay motioned to add New Business item 4: Diversity award nominations, second by A. Black (approved as amended). Minutes from February 21 (approved).

5. Presentations

None.

6. Action Items

None.

7. New Business

1. Donation to the Steinway Soiree

A. Burwell let us know that the Music department will be holding a fundraiser soiree on April 19 to include a silent auction and student performances, and they are seeking silent auction donations.

A. Burwell proposed spending up to \$60 of our Foundation funds to cover expenses to donate another photograph to the event as we did for Spring Gala (contingent upon the same student being willing to do so), second by A. Walters (approved).

2. Board of Governors Classified Employee of the Year award nominations

Nominations are now being accepted by the California Community Colleges Chancellor's Office for outstanding classified professionals who have demonstrated exceptional service. Each recipient will receive a \$750 cash award and a commemorative plaque. Nominations can be emailed or mailed, postmarked by March 29.

50 3. 2025/26 academic calendar, first look
51 There is a proposal to add two new holidays to the 2025/26 academic calendar: Native American
52 Day (September 26, 2025, and thereafter, the fourth Friday of September), and Cesar Chavez Day
53 (March 31), as well as proposes swapping one of the observed President's birthdays for Lunar New
54 Year (February 17, 2026, and thereafter the date changes annually). Please gather feedback from
55 constituents about this proposal and report to C. Westbay.

56 4. Diversity award nominations
57 If you'd like to nominate a classified professional, faculty, or student for their contributions to
58 Diversity, Equity, Inclusion, Anti-Racism and Accessibility at Butte College, you can nominate them
59 online (see District Announcements from March 6) now through March 15.
60

61 8. Unfinished Business

62 1. Spring resource drive update
63 A. Burwell reported that the Academic Senate has agreed to participate, and the committee is trying
64 to meet with MSC and Associated Students to see if they are interested as well. The plan is to focus on
65 collecting gift cards to be used to purchase food.

66 2. Bunco update/reminder
67 A. Fairbanks reminded us that our final fundraiser of the year will be our annual bunco event on
68 Tuesday, March 19, in the CFE, from 11:30 a.m. to 1 p.m. The cost is \$10 and includes pizza and salad
69 lunch. Contact A. Duncan if interested in playing.

70 3. CLI update/reminder
71 A. Burwell has submitted a request to fund six attendees for CLI. M. Smith confirmed that the pro dev
72 funding committee approved funding for six attendees but stipulated that the two people who have
73 applied individually for pro dev funds to attend CLLI and were approved by the committee should be
74 included in the six to attend. A. Burwell motioned to form a task force to solicit and oversee who the
75 six attendees will be, second by A. Black (approved). Reach out to A. Burwell if interested in
76 attending. A. Walters volunteered to be on the task force.
77

78 9. Representative Reports

79 1. *Associated Students*: None.
80 2. *Academic Senate (D. McCabe)*: Update on elections cycle, including which positions are open and
81 the process for nominations. Bob White will give an update on the progress reports that faculty have
82 received. They are still reviewing academic hiring guidelines as well as syllabus guidance updates
83 and continued discussion on AI.

84 3. *Classified Professional Development (M. Smith)*: The pro dev funding committee recently reviewed
85 twelve requests, of which eleven were approved, and one is up for further discussion. There is
86 currently \$33,600 remaining in the pot that includes the Vision for Success requirement and \$1,210
87 remaining in the pot that doesn't include that requirement. There is a draft of the Classified
88 Professionals' Week calendar available online.

89 4. *MSC (S. Woolsey)*: They will be voting on the proposed \$300 donation for CPD at their next
90 meeting, on March 12.

91 5. *CSEA (A. Fairbanks)*: Sarah Langley is the new communications officer. There is still no update on
92 the classification study. If you have any items you wish to be included on the sunshine list for the
93 bargaining agreement, send them to Kim Hong or Shannon Burton-Hamlyn. The CSEA conference is
94 in San Jose last year, and there will be 13 resolutions to vote on. The proposed attendees are Kim
95 Hong, Michelle Monnot, and Sarah Langley. If any regular employees were formerly temporary
96 employees, contributed to Apple, and would like to roll that over into PERS, contact payroll to get the
97 process started.

98 6. *Foundation (A. Fairbanks)*: The senate donation to the Spring Gala brought \$125. They need
99 scholarship readers; contact Tristan Bosch if interested.

100 7. *4CS (K. Collett)*: None.
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- 104 **10. Committee Reports**
105 *1. Planning & Budget*
106 None.
107 *2. College Council*
108 They are continuing to review the institutional effectiveness manual. Make sure to check out the
109 strategic plan.
110 *3. Community Engagement*
111 No further updates.
112 *2. CPD Planning*
113 Planning is in full swing; they are working on the contract for the venue and deciding catering.
114 *2. Emeritus*
115 There are a few more names to the eligible candidates. Keep an eye on your email for that info.
116 *3. Elections*
117 The hope is to integrate elections processes into CPD this year.
118

- 119 **11. Regular Reports**
120 *1. President:* None.
121 *2. Vice-President of Elections:* None.
122 *3. Vice-President of Public Relations:* None.
123 *4. Treasurer/Fundraising:* None.
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- 125 **12. Senator/Visitor/Public Comments**
126 None.
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- 128 **13. Adjournment:** 12:32 p.m.
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130 Next meeting: April 3, 2024, 11 a.m., hybrid (in the Boardroom and via Zoom).
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132 Secretary: A. Duncan
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