



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

3536 Butte Campus Drive – Oroville, CA 95965

Minutes

Regular Meeting

Wednesday, June 12, 2024

Present: Chris Westbay, Alan Burwell, Andrea Walters, Anna Fairbanks, Amy Duncan, Arlinda Black, Dayna Collett, Connie Dickens, Claudia Godinez, Meredith Marasco, Jordan Rodrigues, Magian Smith, Sarah Woolsey,

Absent: Malcom Dixon, Jill Hedman, Susan Roberts, Tasha Spirk, Krista Collett, Deb McCabe, Monica Nunez.

Guests: Nicole Cancilla, Janet Guill, Alicia Hernandez-Mendizaval, Sarah Langley, Chris Lenny, Raquel Pina-Holmstrom, Elise Theriault, Mai Xiong, Claire Yang.

1. Call to Order

Call to order at 11:01 a.m.

2. Introduction of Visitors

Nicole Cancilla, Janet Guill, Alicia Hernandez-Mendizaval, Sarah Langley, Chris Lenny, Raquel Pina-Holmstrom, Elise Theriault, Mai Xiong, Claire Yang.

3. Caring Campus Moment

R. Pina-Holmstrom has had the chance to meet with high school students at multiple events and let them know about all of the programs and resources Butte College has to offer.

4. Approval of Consent Agenda

Agenda for June 10 and minutes from May 1: A. Burwell motioned to move Action Items and New Business to after Unfinished Business, second by A. Fairbanks (approved as amended).

5. Presentations

None.

6. Action Items

1. Elections results and elect new e-board

This round of elections garnered 66 votes—an all-time record. Six candidates were voted into office: A. Burwell, C. Godinez, J. Hedman, R. Pina-Holmstrom, E. Theriault, and C. Westbay. There is currently one two-year position open as well as one one-year position (due to resignation). The following members are stepping down: D. Collett, A. Duncan, A. Fairbanks, and S. Roberts.

President: A. Burwell nominated C. Westbay for President, second by A. Black (accepted). A. Burwell nominated A. Walters for President, second by C. Westbay (accepted). A. Black nominated A. Walters for VP of Public relations, second by A. Burwell (accepted and approved). C. Westbay nominated A. Burwell for President, second by A. Black (accepted). C. Westbay was voted President by majority vote.

VP of Public Relations: A. Black nominated A. Walters for VP of Public Relations, second by A. Burwell (accepted and approved).

49 VP of Elections & Appointments: A. Black nominated A. Burwell for VP of Elections & Appointments,
50 second by C. Dickens (accepted and approved).
51 Treasurer: A. Burwell nominated R. Pina-Holmstrom for Treasurer, second by C. Dickens (accepted).
52 A. Burwell nominated A. Black for Treasurer, second by A. Walters (accepted). R. Pina-Holmstrom
53 was voted Treasurer by majority vote.
54 Secretary: M. Marasco nominated C. Godinez as Secretary, second by C. Dickens (accepted and
55 approved).
56

57 **7. New Business**

58 1. Review who sits on Planning & Budget committee
59 C. Westbay pointed out that the Planning & Budget committee's bylaws (currently under revision)
60 indicate that the President and VP of the Academic Senate will serve on the committee, but for
61 Classified representative, they just indicate two members of the Classified constituency. C. Dickens
62 motioned to specify that the two Classified members of the Planning & Budget committee will be the
63 President of the Classified Senate and one e-board member, second by A. Walters (approved).
64 2. Senate retreat
65 The retreat will happen in early August; more discussion to plan at next meeting.
66

67 **8. Unfinished Business**

68 1. CPD recap
69 A. Black reported that everyone loved the extra activities (goat petting, Azad's Martial Arts, Qigong,
70 and massages) and the towel giveaway. They did run out of food. Some didn't like the speed dating
71 game as they felt the questions were too personal. Reach out to A. Black if you have suggestions.
72 2. Coffee/Scantrons giveaway recap
73 A. Walters reported that the event went well and the students were appreciative. This year, the event
74 was extended to Thursday; we will need to see how busy it was that day to see if we want to continue
75 that extra day for next semester's event. R. Pina-Holmstrom recommended having it set up by the
76 bus drop-off for more student visibility as well as messaging to students about the event via TMI.
77 3. CLI update
78 Nine delegates attended this year, and everyone had a great time and enjoyed getting to network with
79 different departments and make connections with other Butte College colleagues as well as meet new
80 contacts at other colleges. The workshops were an inspiration to participate more on campus.
81

82 **9. Representative Reports**

83 1. *Associated Students*: None.
84 2. *Academic Senate (D. McCabe)*: None.
85 3. *Classified Professional Development (M. Smith)*: M. Smith is finalizing the August FLEX schedule.
86 Let him know ASAP if you'd like to submit a workshop planning request. They are anticipating
87 getting more funding for travel in the new fiscal year.
88 4. *MSC (S. Woolsey)*: None.
89 5. *CSEA (A. Fairbanks)*: All Classified professionals should have received their job descriptions from
90 McKnight by now. Contact Kim Hong, Shannon Hamlyn-Burton, or Dane Mutters if you have any
91 issues with yours, sooner rather than later.
92 6. *Foundation (A. Fairbanks)*: A. Fairbanks has committed to a three-year term serving as the
93 Classified representative on the Foundation board. The scholarship reception is in the planning
94 stages and will likely be different this year as compared to years past. A. Burwell motioned to extend
95 the meeting by ten minutes, second by A. Black (approved).
96 7. *4CS (K. Collett)*: None.
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98 **10. Committee Reports**

99 None.
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- 103 **11. Regular Reports**
104 1. *President:* C. Westbay presented certificates of appreciation to members who have completed the
105 2023/24 term.
106 2. *Vice-President of Elections:* None.
107 3. *Vice-President of Public Relations:* S. Woolsey mentioned that classified professionals in her area are
108 not receiving communications on a regular basis. Make sure you are sending meeting recaps timely.
109 4. *Treasurer/Fundraising:* A. Fairbanks reported that all funds allotted from pro dev for CPD have
110 been spent. In our Foundation scholarships account, there is \$1,765, and in our general fund, there is
111 \$3,322 remaining. Unspent District funds is about \$1,799. Ideas were discussed on how to spend the
112 remaining funds. A. Burwell motioned to form a task force to decide how to spend remaining District
113 funds, second by C. Dickens (approved). The task force will be A. Black, A. Duncan, and A. Fairbanks.
114 Email A. Black if you have ideas for items to be purchases.
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- 116 **12. Senator/Visitor/Public Comments**
117 None.

- 118 **13. Adjournment:** 12:38 p.m.

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121 Next meeting: July 10, 2024, 11 a.m., hybrid (in the Boardroom and via Zoom).

122 Secretary: A. Duncan
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