



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

3536 Butte Campus Drive – Oroville, CA 95965

Minutes

Regular Meeting

Wednesday, July 10, 2024

Present: Chris Westbay, Alan Burwell, Andrea Walters, Anna Fairbanks, Amy Duncan, Arlinda Black, Raquel Piña-Holmstrom, Claudia Godinez, Elise Theriault, Meredith Marasco, Jordan Rodrigues.

Absent: Tasha Spirk, Connie Dickens, Jill Hedman, Krista Collet, Magian Smith

Guests: Nicole Cancilla, Janet Guill, Alicia Hernandez-Mendizaval, Amy Duncan, Sarah Langley, Allison Hardeay, Cecilia Romero, Claire Yang, Ashley LaCroix, Kristle Hunderman, Renan Young, Kelsey Harvey, Marillyn Maghetti.

1. Call to Order

Call to order at 11:00 a.m.

2. Introduction of Visitors

Nicole Cancilla, Janet Guill, Alicia Hernandez-Mendizaval, Amy Duncan, Sarah Langley, Allison Hardeay, Cecilia Romero, Claire Yang, Ashley LaCroix, Kristle Hunderman, Renan Young, Kelsey Harvey, Marillyn Maghetti.

3. Caring Campus Moment

A. Walters shared a caring campus moment about J. Gomez who walked a student to various departments they were interested in working for.

4. Approval of Consent Agenda

Agenda for July 10 and minutes from June 12: Approved.

5. Presentations

None.

6. Action Items

None.

7. New Business

1. Caring Campus Caring-A-Latte

Individuals will be able to nominate other individuals who do one of the 5 behavioral commitments. Every month, starting in September, Caring Campus will pick 3 individuals and offer a \$10 gift card to dining services. They are hoping to gather donations for 30 gift cards. A. Burwell motioned to donate \$300 from the Classified Senate, second by Elise Theriault (approved).

2. Peak Performance Fair 9/10/24

This fair will take place on September 10th from 9am-1pm. Volunteers are needed for this event. A call will be put out to ask for volunteers soon.

3. Ask Me Booths

48 Caring Campus will be putting together the Ask Me Booths. They would like 3 people for each booth.
49 Sign ups will be going out. The booths will focus on the 5 behavioral commitments. The Ask Me
50 Booths benefit both students and staff. This will take place the first 3 days of the semester.

51 4. Area Appointments

52 A. Burwell filled us in on the election process this year. Area appointments took place between last
53 meeting. The following are the new or returning senators overseeing these areas: J. Rodrigues-Area
54 A, M. Marasco-Area B, J. Guill- Area C, E. Theriault-Area E, T. Spirk-Area F, M. Dixon-Area G, A. Black-
55 Area H, C. Dickens-Area I, J. Hedman-Area J, C. Godinez-Area K. J. Guill self-nominated to take a 2 year
56 appointment. A. Burwell motioned for J. Guill to be a senator over Area C, second by A. Walters.
57 (accepted). J. Guill was sworn in. We have not confirmed appointments for Associated Students,
58 Academic Senate, MSC and CSEA.

59

60 8. Unfinished Business

61 1. Review who sits on Planning & Budget committee

62 A. Duncan has stepped down. C. Westbay and R. Piña-Holmstrom will be the two representatives
63 sitting in on the Planning & Budgeting Committee.

64 2. Senate Retreat Planning

65 C. Westbay summarized what the details for the retreat. Retreat is set to take place on Thursday,
66 August 1st. The first half of the day will take place at the Oroville Campus. We will go over technical
67 skills and what it means to be a senator. Senators will be trained on SharePoint, learn to access the
68 staff list, and build your email list. The second half will be off campus. We will go over our by-laws, fill
69 our committees, and determine our goals for the year.

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72 9. Representative Reports

73 1. *Associated Students*: None.

74 2. *Academic Senate*: None.

75 3. *Classified Professional Development*: None.

76 4. *MSC*: None.

77 5. *CSEA*: June 27th meeting was cancelled. If you have not reviewed your job descriptions, please do
78 so. If you have any concerns, please reach out to Kim Hong.

79 6. *Foundation*: A. Fairbanks shared that they are in the middle of conducting interviews for a new
80 director. Scholarship awards will be on Saturday, August 17th at 10am. This will take place by the
81 solar panels. They are looking for volunteers to help. If you are interested, please reach out to A.
82 Fairbanks. If you would like to attend, let A. Fairbanks know, as they need a headcount.

83 7. *4CS (K. Collett)*: None.

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85 10. Committee Reports

86 1. *Budget & Planning*: C. Westbay C. informed us they needed a new member and they found one. Next
87 meeting they will meet the new VP.

88 2. *College Counsel*: None

89 3. *Caring Campus*: C. Westbay mentioned that Wednesday, July 17th will be the first Caring Campus
90 Summerfest. There will be activity booths. Tie dye station. If you have a T-shirt you want to tie dye,
91 Bring them by. There will be food and drinks. There is also new caring campus swag. A. Burwell
92 motioned to donate the drinks left from CPD. A. Black second (accepted). M. Marasco is looking for
93 someone to cover her booth for this event, from 10am-11am.

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95 11. Regular Reports

96 1. *President*: C. Westbay Thanked everyone for showing up to today's meeting. He will be reaching out
97 to the new senators to get their headshots done.

98 2. *Vice-President of Elections*: A. Burwell mentioned that there are many committees, and they are not
99 exclusive to senate members. If you are interested in getting involved in any way, please reach out.

100 3. *Vice-President of Public Relations*: A. Walters would like anyone who needs events promoted, to
101 reach out to her.

102 4. *Treasurer/Fundraising*: R. Piña-Holmstrom mentioned she will be reaching out to get volunteers for
103 the fundraising committee.

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105 **12. Senator/Visitor/Public Comments**

106 None.

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108 **13. Adjournment:** 12:28 p.m.

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110 Next meeting: July 24, 2024, 11 a.m., hybrid (in the Boardroom and via Zoom).

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Secretary: C. Godinez