



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

3536 Butte Campus Drive – Oroville, CA 95965

Minutes

Regular Meeting

Wednesday, November 6, 2024

Present: Chris Westbay, Alan Burwell, Andrea Walters, Claudia Godinez, Arlinda Black, Paul Johnson, Janet Guill, Jill Hedman, Elise Theriault, Irma Gonzalez-Cuadros

Absent: Raquel Piña Holmstrom, Jordan Rodrigues, Meredith Marasco, Renan Young, Tasha Spirk, Malcom Dixon, Connie Dickens, Krista Collet, Magian Smith, Sarah Woolsey, Angelina Heras

Guests: Claire Yang, Christopher Carrero, Jennifer Lasell

1. Call to Order: 11:00am

2. Introduction of Visitors

3. Caring Campus Moment: A. Walters walked a student to the IT office.

4. Approval of Consent Agenda:

1. C. Westbay has a change on the agenda to fix the next meeting date. Passed with amendments on next meeting date.

5. Presentations

6. Action Items

7. New Business

1. Fill the Boardroom: C. Westbay explained the event. Next board meeting will be 11/13. The goal is to fill the boardroom with food items for our students.

2. Butte Strong Remembrance: A. Burwell shared we are supporting Phi Delta Kappa in the 6th Anniversary of the Camp Fire event. We will be sharing a moment of silence at the tree. November 12 at 9:30am-11:30am at the nest.

3. Friendsgiving: Booked the CFE on November 21st from 12-2pm. A. Walters requested \$30 for decorations for the Friendsgiving. A. Black second. Passed. They would like to ask people to donate snacks to go towards Coffee and Scantrons, any leftover snacks can go to the Roadrunner Hub.

8. Unfinished Business

1. AP 4105- Distance Ed Feedback: No feedback. C. Westbay will communicate to College Council this is good to go from the Classified Senate.

9. Representative Reports

1. *Student Senate:* P. Johnson shared there will be a presentation on AI this month on November 20th. They appointed a backup delegate for Student Senate for California Committee. The bus survey is going well. They are working on a taskforce for a mural.

- 50 2. *Academic Senate: None.*
51 3. *Classified Professional Development: None. They may still have spots open to fill.*
52 4. *MSC: None.*
53 5. *CSEA: A. Walters shared there was a call out for a committee for negotiating. That committee is*
54 *forming*
55 6. *Foundation: None.*
56 7. *4CS: None.*
57

58 **10. Committee Reports**

- 59 1. **Planning & Budget:** They have their new budget software. It will be a small group and expand from
60 there. No significant changes to the budget criteria going out to the board.
61 2. **College Council:** Meeting will be next Tuesday. C. Westbay requested they add a quick talk about
62 the Annual Report onto their agenda. There were concerns on classified representation in this. Any
63 feedback can be sent to C. Westbay before Tuesday at 8am.
64 3. **Caring Campus:** Caring-A-Latte has kicked off. Our first 3 recipients have been chosen and should
65 hear soon. Please continue to nominate others. They began planning for Winterfest. The plan is to
66 have a 2-hour event during Flex Week. Staff can earn some swag for learning about the High-5
67 behaviors. Caring Campus elections are on now. We have 3 seats up, Chair, secretary, and
68 membership coordinator. Nominations are open and will run until November 17th.
69 4. **Engagement Committee:** A. Walters shared the first Jolly Dolly went out on Halloween. R. Young
70 and A. Walters ran this round. They covered many areas and were met with excitements, specially
71 from departments that do not get many visitors. The next Jolly Dolly is scheduled for next week and
72 has schedules 2 per month moving forward. A. Walters moved to approve to give \$250 to stock for
73 the rest of the year. A. Black second. Passed. The committee will also track the inventory of items.
74 Coffee and Scantrons will continue. Week on December 16th-19th. They are looking for additional
75 members. Engagement committee is looking for new ideas of events, please reach out to A. Burwell
76 with any ideas.
77 5. **Constitution & Bylaws Committee:** A. Burwell shared they are short in the committee. The
78 committee has begun reviewing the charter and bylaws. There are drafts being reviewed, but they
79 would like to add additional members to help.
80

81 **11. Regular Reports**

- 82 1. **President:** C. Westbay shared the bookstore is having a sale on all the old merchandise until it is
83 gone.
84 2. **Vice President of Elections & Appointments:** A. Burwell shared he has been on the CPAC and they
85 share information and help make recommendations for who gets funding and then it goes into unit
86 planning. There is a classified spot open to sit on the committee.
87 3. **Vice President of Public Relations:** A. Walters shared she posted on Facebook to spread word on the
88 Jolly Dolly cart. If anyone needs anything to be sent out to Classified, reach out to her.
89 4. **Treasurer/Fundraising:** None
90

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

- 92 A. Burwell brought up the Unit Planning committee. He moved to create a taskforce with members
93 from the Senate and our President to review the Unit Planning process. A. Walters second, passed.
94 J. Guill shared that athletics is doing a fundraiser at Chipotle on Mangrove. Monday, November 18th
95 between 5-9pm. Proceeds go towards the Athletic Training Student Internship program.
96

97 **13. Adjournment:**

- 98
99 Next meeting: November 20, 2024, 11 a.m., hybrid (in the Boardroom and via Zoom).
100

101 Secretary: C. Godinez