



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

**3536 Butte Campus Drive – Oroville, CA 95965**

**Minutes**

**Regular Meeting**

**Wednesday, December 18, 2024**

*Present: Chris Westbay, Alan Burwell, Andrea Walters, Meredith Marasco, Renan Young, Magian Smith, Irma Gonzalez-Cuadros, Jill Hedman, Jordan Rodrigues, Janet Guill, Paul Johnson, Arlinda Black, Raquel Piña Holmstrom*

*Absent: Claudia Godinez, Tasha Spirk, Connie Dickens, Malcom Dixon, Sarah Woolsey, Elise Theriault, Angelina Heras, Krista Collet*

*Guests: Liam Eller, Nicole Cancilla, Anna Fairbanks, Alicia Mendizaval-Hernandez*

**1. Call to Order:** 11:05am

**2. Introduction of Visitors:** Liam Eller

**3. Caring Campus Moment:** A. Walters shared that they have had many moments with students this week through the Coffee and Scantrons event. They have supported students with encouragement. C. Westbay shared students came into his office to ask questions on where their instructors are located and he has done warm handoffs.

**4. Approval of Consent Agenda:** Approved.

**5. Presentations:**

1. Student Senate-Bus Survey: L. Eller presented shared they had 105 responses to the survey. They found that students would like more routes available after 4pm. They also asked for more buses between 12-4pm. They found that 55% of students expressed this affected their enrollment in classes. They also asked for bus service on Fridays. They also expressed that offering more classes at the Chico Center and Glenn would decrease the need for buses. They would like to come out to the Centers to get more input from students in the Chico and Glenn area.

**6. Action Items:** None.

**7. New Business**

1. CLI 6/25-6/27/2025: J. Guill shared their experience attending the CLI conference. A. Burwell shared they created a committee to review CLI applicants. They would like to send at least 6 people. You can still apply in addition to the 6, just apply through professional development.

**8. Unfinished Business:**

1. Charter and Bylaws: A. Burwell shared they had some comments from senators to make changes. They will be changing wording from "shall" to "will." They will be doing a last review in the Charter and Bylaws committee. That will be sent out for review and any feedback can be sent to A. Burwell.

**9. Representative Reports**

- 49 1. *Student Senate*: P. Johnson shared A. Heras will be transferring to Chico State and will no longer be  
50 with us. He will continue to be our Student Senate representative.  
51 2. *Academic Senate*: I. Gonzalez Cuadros shared they have been working on their Bylaws and Charter.  
52 They are checking and monitoring that the work gets done. D. Davis will be retiring and someone else  
53 will be stepping in as the Curriculum Chair.  
54 3. *Classified Professional Development*: M. Smith shared they are finalizing the flex days schedule.  
55 They are taking RSVP for the Academic Technology Symposium. They will have food for the Classified  
56 Professionals Day Planning workshop. They have received 5 or 6 applications for funding towards  
57 CLI. Those have all been approved. They also asked for someone from Classified Senate to speak at  
58 the Butte Employee Education Program for 15 minutes about the Classified Senate.  
59 4. *MSC*: A. Burwell shared he saw the number of gifts that were collected to donate for the families  
60 from MSC. N. Cancilla shared the event was very successful.  
61 5. *4CS*: None.  
62 6. *Caring Campus*: C. Westbay shared they will have new swag available during Winterfest on January  
63 23<sup>rd</sup> from 12-2pm in The Nest. There will be food and professional development. They are still doing  
64 Caring-A-Latte and nominations are open.  
65

## 66 **10. Committee Reports**

- 67 1. *Planning & Budget*: C. Westbay and A. Burwell shared the meetings are now on zoom. The Unit  
68 Planning is complete. They are still working on getting the new budget planning software up and  
69 going.  
70 2. *College Council*: A. Burwell shared they are continuing to work on the AP's. C. Westbay mentioned  
71 4100 was approved. 4025 is going back out for review.  
72 3. *Caring Campus*: None.  
73 4. *Engagement Committee*: E. Theriault shared Coffee and Scantrons is going well. A. Walters shared  
74 they sent snacks and coffee to all the locations. They also started the Dolly Jolly cart.  
75

## 76 **11. Regular Reports**

- 77 1. *President*: C. Westbay thanked the Senate for all they do and wished everyone a good break.  
78 2. *Vice President of Elections & Appointments*: None.  
79 3. *Vice President of Public Relations*: None.  
80 4. *Treasurer/Fundraising*: R. Piña-Holmstrom shared everything is looking good. They updated  
81 documents to reflect the current people.  
82

## 83 **12. Senator/Visitor/Public Comments**

- 84 M. Smith shared they are still seeking a classified representative to serve on the professional  
85 development steering committee.  
86 E. Theriault shared the CARD center is available for CPD. They require a deposit of \$500. Motion to  
87 approve \$500 for reserving the location. Passed.  
88 J. Guill shared the Athletics department Crab feed is happening on Saturday, January 18<sup>th</sup>.  
89

## 90 **13. Adjournment: 12:30pm**

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92 Next meeting: January 15th, 2025, 11 a.m., hybrid (in the CFE and via Zoom).  
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Secretary: C. Godinez