



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

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

**Minutes**

**Regular Meeting**

**Wednesday, February 5, 2025**

*Present: Chris Westbay, Alan Burwell, Andrea Walters, Arlinda Black, Elise Theriault, Sarah Woolsey, Claudia Godinez, Jordan Rozrigues, Meredith Marasco, Raquel Piña Holmstrom, Paul Johnson, Jill Hedman, Connie Dickens, Magian Smith*

*Absent: Tasha Spirk, Malcom Dixon, Angelina Heras, Krista Collett, Janet Guill,*

*Guests: Claire Yang, Jaqueline Dillard, Chris Carrero, Courtney Coleman, Liam Raedke*

**1. Call to Order:** 11:00am

**2. Introduction of Visitors:** C. Westbay initiated a round of introductions. This included Jaqueline Dillard, Chris Carrero, Liam Raedke, and Courtney Coleman.

**3. Caring Campus Moment:** E. Theriault shared that our wonderful groundskeeper Miguel, on day one of the semester, had brought a student from one side of the campus to my building where the student's class was located.  
A. Walters shared that she had a student coming into her office freaking out because he was going to be late to his class and he couldn't access the campus Wi-Fi, so Andrea walked the student over to the IT office and got him set up and ready for class.

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

**5. Presentations:** J. Dillard presented on the Marketing Department. She shared that now the office is fully staffed they can support a larger volume of marketing specific support requests. That includes creating and aiding in the design of flyers, brochures, TV screen, and signage throughout all Butte College sites, not only the Main Campus.

**6. Action Items:** None.

**7. New Business**

1. Feedback was collected on AP 3415 Immigration Enforcement Activities, and AP 7120.4 Recruitment and Selection of Full-Time, Tenure Track Faculty, and is being sent forward to College Council for approval.

**8. Unfinished Business:**

1. C. Westbay discussed how both AP 3410 Noni Discrimination Procedures, and AP 5017 Responding to Inquiries of Immigration Status were approved by College Council.

**9. Representative Reports**

1. *Student Senate:* P. Johnson requested that Cupid's Corner be hosted in conjunction with Classified Senates Valentines Day Bakesale.

- 49 2. *Academic Senate*: D. McCabe shared they will be having their first Academic Senate meeting of the  
50 semester on February 5<sup>th</sup>, 2025, from 3 pm to 5 pm. They will be discussing committee appointments,  
51 proposed revisions of AP 2045.  
52 3. *Classified Professional Development*: M. Smith shared they have allocated \$40,850 to Classified  
53 Professional Development. M. Smith is looking for help in building the schedule for Classified  
54 Professionals Week.  
55 4. *MSC*: S. Woolsey shared they are reviewing the same AP's that both Academic and Classified  
56 Senates are reviewing, February 6<sup>th</sup>, 2025, is their first Spring training for MSC. The structure of the  
57 meeting has changed to one mandatory meeting monthly.  
58 5. *Foundation*: C. Westbay shared the foundation is work on scholarships and the Spring Gala.  
59 *4CS*: None.  
60 6. *Caring Campus*: C. Westbay shared they had their first Winterfest event; it was a huge success with  
61 almost 100 guests.

## 62 **10. Committee Reports**

- 63 1. *Planning & Budget*: None.  
64 2. *College Council*: C. Westbay that College Council was still working on approving AP's. The president  
65 is committed to getting the institutional effectiveness manual out early this year.  
66 3. *Caring Campus*: None.  
67 4. *Engagement Committee*: A. Burwell states the committee is planning a tailgate party down by  
68 athletics on April 18<sup>th</sup>, 2025.  
69 5. *Fundraising*: A. Walters discussed the upcoming "Valentine's Day Bake Sale" it will be hosted on  
70 February 13<sup>th</sup>, 2025, from 10 am to 2 pm in the Campus Center on the first floor. All proceeds are  
71 going to support student scholarships and Classified Professional Development. A. Black announced  
72 that Bunco will be hosted on March 19<sup>th</sup>, 2025, in the Center for Excellence from 11 am to 1pm.  
73 6. *Classified Professional's Day*: C. Westbay shared that some of the ideas around Classified  
74 Professional's Day have changed, and they are still looking for a venue. C. Westbay shared that the  
75 date may change due to the location availability.  
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## 78 **11. Regular Reports**

- 79 1. *President*: C. Westbay announced that T. Spirk will be taking over for C. Godinez as Classified Senate  
80 Secretary.  
81 2. *Vice President of Elections & Appointments*: A. Burwell shared that he attended the athletics crab  
82 feed where there was a silent auction, a raffle, and a live auction at the end of the night. A. Burwell  
83 expressed gratitude to Janet for brining the event forward. The CLI Committee has been roughly  
84 formed.  
85 3. *Vice President of Public Relations*: A. Walters announced about the recent Jolly Dolly was successful  
86 and new people on the third floor of SAS got to enjoy the experience. A. Walters reminded senators to  
87 send out their recaps to their constituents and CC her on the email so she can keep track of who is  
88 seeing recaps.  
89 4. *Treasurer/Fundraising*: None.  
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## 91 **12. Senator/Visitor/Public Comments**

92 None.

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

94 Next meeting: February 19<sup>th</sup>, 2025, 11 a.m., hybrid (in the CFE and via Zoom).  
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Secretary: C. Godinez