



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

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

**Minutes**

**Regular Meeting**

**Wednesday, July 9, 2025**

*Present: Chris Westbay, Alan Burwell, Andrea Walters, Wendy Bocast, Mary Vang, Jennifer Bramlage, Elise Theriault, Suhyun Park, Meredith Marasco, Janet Guill, Rebecca Belser, Anna Fairbanks, Amy Duncan, Renan Young, Melissa Taylor, Karla Guzman Mohedano, Dan Barnett, Arlinda Black, Magian Smith, Paul Johnson, Deb McCabe, Sarah Woolsey, Sabrina Bridenhagen, Jocylyn Thorp, Kimani Davis, Karen Roush, Jordan Rodriguez, Malcolm Dixon,*

*Absent: Raquel Holstrom, Connie Dickens, Claudia Godinez, Deb McCabe, Krista Collett,*

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

**2. Introduction of Visitors:** Cory Kozlowski, Kaylee Osborn

**3. Caring Campus Moment:** Tasha Spirk – Last week snagged the students from VG(?) and walked the new students to orientation. Showing interdepartmental awareness and warm handoffs. Jocylyn Thorp – Warm handoffs and connection with students and being able to have a space to talk with them.

**4. Approval of Consent Agenda:** Chris Westbay – Moves to approve, Tasha Spirk – Second; friendly amendment by Alan Burwell – Add CPD update to agenda – passed unanimously.

**5. Presentations:** None.

**6. Action Items:** None.

**7. New Business: CLI UPDATE:**

Jocylyn Thorp: Did not realize she as a classified professional had the capacity to lead. Classified staff have more power than they realize. Andrea Walters stated that they had a good time and that they were all from different areas of campus and other campus locations. She felt she came back with good ideas on how to recruit more classified professionals. First Agenda meeting for 4C's. Some ideas will be presented to the new engagement committee for the upcoming year (Classified appreciation, etc.) Alan Burwell – To acknowledge Chris Westbay received the award for Classified Senate President of the year! Congratulations to Chris Westbay! Chris Westbay – Loved the CLI and the workshops and how spirited the Butte College representatives were. Alan Burwell – Would like for our engagement committee to be more well versed in the requirements for the spirit "twig". "We want the Stick" next year.

**8. Unfinished Business:**

1. *NEO Handbook Feedback:* Alan Burwell – Motion to move to the next meeting; passes unanimously.

2. *Science Building Area Designation* – Chris Westbay asked What area will this fall into? (See handout for proposed changes, Andrea Walters- moves to accept the proposed changes, Seconded; Passed unanimously.

- 50 a. Chris Westbay – Will change the areas on the website and have things changed by the next  
51 meeting.
- 52 b. Andrea Walters – Have any questions we can bring that up at the next meeting to be ready for  
53 the next meeting.
- 54 3. Feedback: Deadline to give feedback by next college council meeting (Classified Senate Meeting:  
55 8/6/25)
- 56 a. Andrea Walters moves to rescind the feedback on the current AP; s until the next classified  
57 meeting being held on 8/6/25. The AP's will be sent out to the new Classified Senators to send  
58 out. (The “How To” do this will be covered at the Senate Retreat). Motion passed unanimously,  
59 moved to 8/6/25 meeting agenda.
- 60 4. RETREAT PLANNING/UPDATE: July 24<sup>th</sup> for the Date: Discovery Bar – Has a space and several  
61 options for a dietary restriction. Asked Jess Vicory (outgoing academic senate president) to give  
62 an overview of governance and structure. How governance on CCC works. Will look at handbook,  
63 charter and bylaws, leadership activities, skills building; Carry Monlux “Robers Rules of Order”:  
64 Leadership activities, identity circles, defining our values, Goal and Priority Charette.
- 65
- 66 a. Feedback: Many people are not available on the 24<sup>th</sup>, but we will send out a schedule  
67 request to see how many people are available.
- 68 b. Brown Act training with Irma during Flex week, Alan Burwell would like all senators to  
69 attend this training to give us a better understanding of the rules.
- 70 c. Alan Burwell – Would like to ask for \$400 for Senate Retreat; motion approved  
71 unanimously.
- 72

## 73 9. Representative Reports

- 74 1. *Student Senate*: Not Back
- 75 2. *Academic Senate*: Not Back
- 76 3. *Classified Professional Development*: Magian Smith: Still working on flex week planning; Flex Days  
77 are workshops/training/activities; primarily geared toward Faculty, **but all classified are**  
78 **invited to attend.**
- 79 4. *MSC*: On retreat, no update today
- 80 5. *4CS – California Community Colleges Classified Senate (4CS)*: Andrea Walters (new representative  
81 for Region 1!): 4CS created a resolution to advocate for the inclusion of CA Community Colleges  
82 Classified Senates in Title 5.
- 83
- 84 a. Student and Academic Senates are already recognized in Title 5, this would add  
85 Classified Senate to this initiative, and it would require that there would be Classified  
86 Senate at all schools to be a part of shared governance and would solidify the role we  
87 play as Classified Senators.
- 88 b. The 4CS Resolution passed at the CLI 4CS meeting in June 2025.
- 89
- 90 6. *Caring Campus Update*: Chris Westbay – Caring Campus conference being put on by IEBC in San  
91 Diego. Can apply for ProDev funding to attend this conference.
- 92
- 93 a. New shirt design by Caring Campus; looking to get a new design
- 94 b. Caring a Latte: Will be kicking off again in August.
- 95 c. Summerfest – July 16<sup>th</sup> date will be pushed for now TBD for current date.
- 96 d. Ask Me Booth – Melanie Henriques stepping down, now two new people will be taking over.  
97 A new booth will be added down by the athletics area.
- 98

## 99 10. Committee Reports

- 100 1. *Planning & Budget*: has a new budget going through review process and headed to the board. The  
101 budget was approved at the board meeting. The Classified Senate is waiting to see what the budget is  
102 for us.

- 103 2. *College Council*: We were provided with some changes happening in Human Resources. We will  
104 wait for President Guelff to announce this at her earliest opportunity.  
105 3. *Engagement Committee*: Andrea Walters: Not yet met, nothing to report at this time  
106 4 \**Added to agenda: Classified Professionals Day Committee*- Chris Westbay: 152 attendees!  
107 a. Theme for next year: Boot Kicking Amazing? Get the contracts in early for next year's  
108 CPD day!  
109 b. 144 Canvases of Art with BC logo, will be placed outside of Student Life for 1 year then  
110 will be raffled, donated or other.

111  
112 **11. Regular Reports**

- 113 1. *President*: Motion to have Jolly Dolly provide snacks for Classified Senate meeting.  
114 2. *Vice President of Elections & Appointments*: Nothing to report at this time.  
115 3. *Vice President of Public Relations*: Nothing to report at this time.  
116 4. *Treasurer/Fundraising*: Jocylyn Thorp: Learning the ropes and learning from past Treasurer.  
117 a. \$1455 in the scholarship fund.  
118 b. We upped our scholarships from 2 to 3 scholarships so \$45 is needing to be transferred  
119 to the account from the general fund.  
120 i. motion to transfer the \$45 from the General Fund to the Scholarship Fund;  
121 seconded; passed unanimously.  
122

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

- 124 1. Renan Young: New policy has been passed as of the last two weeks for health insurance, with  
125 medical expenses going up there could be potential ramifications for local hospitals. RY states there  
126 may be issues within the next 16-24 months where our community may feel the ramifications of the  
127 funding cuts to higher Medicaid utilizing areas (like our constituents).  
128 2. Renan Young: Follow up on AdHoc Committee – Alan Burwell – we have no update formally  
129 as of yet, but we will continue to function and provide updates as they become available.  
130 3. Move to extend the meeting 5 minutes longer, passed (at 12:30PM)

131 **13. Visitor Comments:**

- 132 1. The custodial staff are a large group and should also be encouraged to participate.  
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135 **14. Adjournment:** 12:32pm

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137 NEXT MEETING: 8/6/25, 11-12:30PM in SAS Boardroom  
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Secretary: S. Bridenhagen