



*Butte College Classified Senate  
Meeting Minutes*

*Date: September 3, 2025*

*Time: 11:05 a.m. – 12:35 p.m.*

*Location: SAS Boardroom*

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**Present**

*Alan Burwell, Janet Guill, Andrea Walters, Chris Westbay, Sabrina Bridenhagen, Jocelyn Thorp, Jordan Rodriguez, Kimani Davis, Tasha Spirk, Renan Young, Karen Roush, Malcolm Dixon, Sarah Wolsey, Raquel Holstrom, Debra McCabe, Paul Johnson*

**Absent**

*Claudia Godinez, Elise Theriault, Jill Hedman*

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**1. Call to Order**

Meeting was called to order at 11:05 a.m. by President Alan Burwell.

**2. Caring Campus Moment**

None.

**3. Approval of Agenda**

- Motion: Chris Westbay
- Second: Andrea Walters
- Vote: Unanimously approved

**4. Approval of Minutes**

- Motion: Chris Westbay
- Second: Andrea Walters
- Vote: Unanimously approved

**5. Public Comment**

None (informational only).

**6. Consent Agenda**

Approved.

**7. Unfinished Business**

None.

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**8. New Business**

**a. SE Plan Feedback**

- Monica Brown presented SE Plan requirements and process. Draft will be distributed by end of week.
- Discussion included data sources (Chancellor's Office), inclusion of LGBTQ+ data, and sharing presentation slides.

**b. Ad Hoc Committee Report**

- Committee provided an update on scope of concerns raised by constituents.

- Motion to table further discussion:
  - Motion: Andrea Walters
  - Second: Sabrina Bridenhagen
  - Vote: Unanimously approved

**c. AP-7110**

- Changes presented by Alan Burwell.

**d. Remote Attendance Options**

- Discussion on teleconferencing, broadcasting meetings, and senator access.
- Task force created to research feasibility.
- Motion to approve formation of task force:
  - Motion: Chris Westbay
  - Second: Alan Burwell
  - Vote: Unanimously approved

**e. Committee Appointments**

- Academic Senate: Andrea Walters (Unanimously approved)
- Accreditation Steering: Chris Henderson (Unanimously approved; 1 seat vacant)
- Institutional Effectiveness Steering: Renan Young (Unanimously approved; 1 seat vacant)

**f. Senate Budget**

- Tabled until September 17 meeting.

**g. Engagement Committee Funding Requests**

- \$250 approved for Jolly Dolly snacks
  - Motion: Chris Westbay
  - Second: Raquel Holstrom
  - Vote: Unanimously approved
- \$40 approved for Harvest Festival tabling supplies
  - Motion: Chris Westbay
  - Second: Raquel Holstrom
  - Vote: Unanimously approved

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**9. Representative Reports**

- Student Senate: Approved for the purchase of new student ID machine.
- Academic Senate: SE Plan presentation scheduled; activities planned for new senators; committee appointments under review.
- MSC: No report.
- 4C's: Considering renaming Caring Campus initiative; meetings scheduled in September and October.

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**10. Committee Reports**

- Engagement Committee: Open house for BC Pride artwork discussed. Butte Strong on hold due to limited volunteers.
- Planning & Budget: No report.
- College Council: No report.
- Caring Campus: No report.
- Other Committees: No report.

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**11. Regular Reports**

- Classified Professional Development Coordinator (Magian Smith): Budget not yet allocated; travel funds paused. Vacancy noted.
    - Motion to table further discussion: Janet Guill
    - Second: Chris Westbay
    - Vote: Unanimously approved
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## 12. Senator Comments

- Motion to extend meeting by 5 minutes:
    - Motion: Alan Burwell
    - Second: Sabrina Bridenhagen
    - Vote: Unanimously approved
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## 13. Next Meeting

September 17, 2025

11:00 a.m. – 12:30 p.m.

SAS Boardroom

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## 14. Adjournment

Meeting adjourned at 12:35 p.m.

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