



***Butte College Classified Senate  
Meeting Minutes***

***Date: October 1, 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, Paul Johnson, Elise Theriault, Jill Hedman*

***Absent***

*Claudia Godinez, Raquel Pina-Holstrom*

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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**

CW: What is Caring Campus? explained retention, transfer rates 3 I's and 2 W's 5 handoff. AB hopefully we are embodying this behavior anyone wants to share. Jane G shared that students recognize when she is having a bad day, students brought her flowers the next day. Fostering the caring campus. CW: Noticed student on phone looking for something on cell phone, he got students attention, and student was looking for LRC wandered into media center. Malcolm shared that co-worker assisted student with inter department awareness.

**3. Introduction of Visitors:** Kim Hong, Amy Duncan, Anna Fairbanks

**4. Public Comment:** None

**5. Consent Agenda**

1. Agenda and Minutes - Approved.
2. \$100 for 4C's membership dues - Approved.

**6. Unfinished Business**

**1. Ad Hoc Committee Report: Next Steps/Feedback**

AB: Review and Next Steps on Findings from Previous Meeting JR: Reported that area constituents are requesting the findings be presented at the upcoming Board of Trustees (BOT) meeting. AW: Acknowledged constituent concerns but advised caution due to current collaboration between the District and CSEA. Recommended forming a new Ad Hoc Committee to work on refining Administrative Procedures (APs) to eliminate ambiguity. RY: Expressed being torn on whether to present the findings now. Shared pros and cons of both approaches. SB: Emphasized the importance of keeping CSEA and Ad Hoc efforts separate. While CSEA is making progress, the district has not followed APs. Asked when the findings would be shared with the BOT. AB: Clarified that the Ad Hoc report has not yet been shared with the BOT. Suggested there are ways to engage that allow forward movement. Stated that having the Student Trustee speak on behalf of Classified Senate is not appropriate; the Senate has a responsibility to represent its own constituents. KR: Agreed that action is needed to make the BOT aware of the findings. AB: Proposed including the report in meeting minutes to make it public and suggested a verbal report at the BOT meeting. RY: Noted that separation between Ad Hoc and CSEA efforts is already occurring. Supported making the draft public and presenting it to leadership. Opposed forming another committee before presenting the data, stating

that resolution will not occur until leadership is made aware. CW: Asserted that leadership has already been informed through discussion, but now action is needed. Suggested that instead of a formal resolution, the Senate could ask leadership to address the concerns directly. SB: Supported presenting the findings to leadership and forming a new committee to focus on APs. Raised concern about when data on bullying, cronyism, and hostile work environments would be brought to leadership's attention. AB: Expressed preference to have a resolution in place before presenting findings. KH: Shared that making findings public could invite unwanted involvement but acknowledged that BOT attention may be necessary to achieve resolution. AB: Returned focus to APs, specifically the need to revise AP 7400s and AP 3050, which are currently subjective in areas such as hiring practices and ethical treatment. TS.: Stressed that findings must be clearly heard and not left to speculation. RY: Highlighted the need to avoid cherry-picking roles and actions. Asked what three concrete actions should be taken to move forward, emphasizing that every employee has rights. SB: Asked what specifically would be read from the draft at the BOT update. AB: Confirmed that bullet points articulating AP and BP concerns would be presented. PJ: Student Senator: Voiced frustration over limited rights and lack of voice for our Student Trustee at BOT meetings due to changes in BP 2015, including exclusion from closed sessions. CW: Asked how Classified Senate could support the Student Trustee and address leadership-imposed restrictions. AB: suggested that we create a second Ad Hoc Committee to review APs and request that AB presents key (bullet points articulating AP & BP concerns) findings during his next BOT update.

- Motion: Erica Piper: Create a second Ad Hoc Committee to review APs and request that AB presents key (bullet points articulating AP & BP concerns) findings during his next BOT update.
- Second: Alan Burwell
- Vote: Majority Approved
- Abstentions: Two

## 7. New Business: None

## 8. Representative Reports

- 1. Student Senate:** Concerns of the Student Trustee rights at the BOT meetings. There are many concerns regarding not having a voice like they should. Feels that they are not being heard. BP 2015 CW: is there anything that CS can do to support them? They feel that leadership is restricting what Student Trustee can or can't do at the BOT. Student rep shared that the BP verbiage draft was changed to state that the Student Trustee cannot be part of the "closed meeting" session. AB: Second Ad Hoc committee will look into
- 2. Academic Senate:** Meeting later this afternoon, they will be doing team building with senators to provide updates to their areas and communications.
- 3. MSC:** Training on 10/9. Also, they will be voting on who is replacing Denise Adams as Co-Chair.
- 4. CSEA:** Kim Hong: District and CSEA have tentative secured a 1-year retro payment of classification study and CALPERs contribution included. Regarding concerns of all constituents, shared that District is now working with us and we are getting results. SB: regarding COLA, Longevity, and step increase, will we receive update about this has not been negotiated yet focus has been on the classification study for now, does not anticipate the district avoiding the issue, already in the budget. RY: when you refer to budget does that mean? 12/24 - the time agreement is signed. RY: what about those that have left? KH: He does not know who has left the district, so if they are not here, unfortunately they do not get the payment. RY: Is concerned about liability. AB: We are straying off BCCS agenda: Is there any kind of notification that is going to go out to those that are part of the reclassification. KH: whomever received a step increase and contested. JT: if in column C they wouldn't go backwards KH: verified that no, Malcom:

which classifications were affected? AW: reminded senate that back in May areas were assigned a member who reached out and asked if they were good with their classifications or not.

5. **4C's:** Folsom Lake meeting last weekend, gathering of the senates is 10/24 is \$50 to register. Meet new CS workshops, meal, reg is open until 10/10. Talked about name change of caring campus = name suggestions were not that great. going back to drawing board for new ideas. Do not want to use "caring" send Andrea suggestions. Also, June 2-5 in Riverside, CLI 2026 "Everyday Heroes" Engagement committee working with ProDev to go. AB: says we have funding for those who are interested.

## 9. Committee Reports

1. Engagement Committee: AW: working on bake sale only 8 have signed up. Next Saturday is the Bountiful Butte Harvest event. Last year they made over \$800. Committee is requesting more baked items to sell. Jolly dolly sign-ups are all done with senators.
2. Planning & Budget: AB at meeting reviewed charter and bylaws brought some language to Jess to review. for now, on hold.
3. College Council: None.
4. Caring Campus: None.
5. Other Committees: None.

## 10. Regular Reports

1. Classified ProDev Coordinator: None
2. President: None
3. Vice President: None
4. Vice President of Engagement and ProDev: None
5. Treasurer: Budget codes are in place

## 11. Senator Comments

- Motion to extend meeting by 5 minutes:
  - Motion: Alan Burwell
  - Second: Sabrina Bridenhagen
  - Vote: Unanimously approved

## 12. Next Meeting

- October 15, 2025
- 11:00 a.m. – 12:30 p.m.
- SAS Boardroom

## 13. Adjournment

- Meeting adjourned at 12:35 p.m.
- Today's meeting recap - Jordan Rodrigues
- October 15th recap - Tasha Spirk