



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

Date: October 15, 2025

Time: 11:00 a.m. – 12:30 p.m.

Location: SAS Boardroom

Present

Janet Guill, Andrea Walters, Chris Westbay, Sabrina Bridenhagen, Jordan Rodriguez, Kimani Davis, Tasha Spirk, Renan Young, Karen Roush, Malcolm Dixon, Elise Theriault, Jill Hedman, Courtney Coleman, Liam Radecke, Deb McCabe, Alan Burwell

Absent

Claudia Godinez, Raquel Pina-Holstrom, Jocelyn Thorp, Sarah Woolsey, Paul Johnson

1. Call to Order

Meeting was called to order at 11:05 a.m. by VP of Engagement Andrea Walters.

2. Caring Campus Moment

Malcolm Dixon shared he had a student that was concerned about their instructor, connected student with the dean of instructor's department and did a warm hand off.

3. Introduction of Visitors: New attendees via Zoom and Jess Vickery

4. Public Comment: Kimani: Crystal Hedman is asking for volunteers for hiring committee. Janet Guill shared information about this year's annual athletic fund raiser with Chipotle on 11/3 at the Mangrove location. Advised to pre-order food, and that an announcement was flown in the district announcement today. Shared that a QR code for Butte College Athletics is included in the district announcement to place order under Butte Athletics, if you wait in line, let cashier know you are there for the fundraiser, so the athletics gets funds. Renan: Commented on the turnout at the last BOT meeting and is not happy with the outcome and has concerns that we are not being transparent. Courtney: voiced concerns as well about what AB shared at the BOT meeting. AW: Advised senators that we can discuss it at the next e-board meeting and later in today's meeting.

5. Consent Agenda

1. **Agenda and Minutes** - Approved.

6. Unfinished Business: None

7. New Business:

1. Draft Review - Resolution (First read) Jess Vickery

AW, AB, JG met with Virginia this week and discussed AP & Bullet points of concerns. AW: 3400, 7000 committees that dissolved all of a sudden, talked about how we can collaborate with her and address these issues, instances of low morale and doing a survey that will be shared with leadership, communication between leadership and classified, faculty, etc. and discussing the happenings. Told President Guleff that she is welcome to attend BCCS meetings anytime. Jess V was brought in and looked at AP's with BCCS. AW: Asked Jess to discuss findings and what they discussed, reminded BCCS that this is not a resolution but is more about discussing a resolution and finding the best way to address committee findings. CW: shared that we are still navigating the waters and that previous concerns have not been forgotten, but we can discuss the AP's and solve the "loopholes" and tighten up the AP's so there is clarity on both sides. Encouraged senators and guests to visit [Chapter 7: Human Resources](#) Jess shared screen of BP/AP Process and workflow. (Document can be found [AP processes-workflow](#)) CW: commended Jess for all of his work and asked senators if they knew what a chapter is and asked Jess to clarify. Jess: shared where to find

the chapters at butte.edu/trustees under Board Policies and Procedures tab, Chapters are available to open and be viewed and that within the chapter lives the BP and AP data. Jess shared that they are currently working on Ch. 7 Human Resources AP's that address the AP's that the Ad Hoc committee is working on and have found outdated verbiage/information. CW: reiterated navigating the site and their numbers match one another (BP#=AP#). AW: Stressed to senators to pay attention to the AP's and to dive in and read them so they know how they affect us. RY: Climate Survey: was this mentioned to Virginia? AW: Yes, this has been mentioned to Virginia, and the survey idea was receptive with her. RY: Stressed that we continue to push for doing this but be cautious. AW: If Virginia moves forward with the idea, she will want multiple advisors from committees before making a choice on using an outside source or internal. but outside source would be the best choice to keep it fair. TS: Should we do the survey before APs are finalized? Jess: the APs are already being worked, and drafts are already being done and is ongoing. The survey would be in the future and is a long process. Ch. 7, Ch. 3 are being worked. JG: Advised that when speaking with constituents let them know that chapters are being looked at and ask them if they have concerns about them, get constituents feedback and bring it back to senate.

2. **Butte Strong Remembrance - Chris Westbay:** Shared in the past what we have done to acknowledge and recognize campfire survivors and honor Butte's resilience. Over time it has grown to include many under the "Butte Strong" umbrella. Nov 8th or close to this date, community gathers at the tree and pays tribute. Feedback given has been that it is a "heavy" memory, can we make it lighter in feel and a happier event? CW shared idea to purchase "Put in" cups that can go into the fence so for the next event on Nov 8, suggested that the week prior to Nov 8 event, we have a table with popsicle sticks for those to write a message on and the sticks will be placed into ends of cups and cups will be placed into the fence to show remembrance and anyone can visit the space for inspirational messages or to show solidarity. CW shared quote and cost of ordering 100 sleeves total roughly \$935 plus shipping and tax. Showed samples of ideas. CW requesting a motion to purchase cups for events. JG: will they arrive in time? CW: Yes roughly 5 days after ordering. MD: Do we need marketing involved? AW: Popsicle sticks in the rain may bleed and not be legible. CW: Thinks it will be ok. AT: We can waterproof them with Krylon paint. DM: Can we utilize makers space? And is this enviro friendly? CW: Maker's space we would need to gather cost and for the amount we are doing the 3D print may not be as economical, but he would find out. RY: Discounts? CW He will ask if education can get a discount. JG: Thinks we should go sustainable as much as possible and likes that we can re-use the put in cups.

- TS: motion to approve
- AT: 2nds
- Voted: unanimously approved

8. Representative Reports

1. **Student Senate:** None

2. **Academic Senate:** DM working through committee vacancies, forums schedule topic = AI instruction, and challenges. Proposed resolutions for the statewide academic senate. Revisions about catalog rights addressing GE patterns and rights and clearing it up, and thermostat issues in classrooms. 68 winter 78 summer? BOG language "as long as it doesn't affect" not considering the location of our schools! Refreshments? Yes! CW: AS forum, is this for all faculty? DM: Yes, CW: is there room for a visitor to do a presentation? DM: Yes, contact Irma and get on the agenda. 10/29? get on their calendar.

3. **MSC:** No report.

4. **CSEA:** No report

5. **4C's:** AW: Holiday save the date is coming out. Next Friday 10/24/25, The Gathering of the Senates in Rocklin, AW & SB are going. CLI 6/3-6/5 Superhero theme, submit request to ProDev now they will be reviewing up to 6 to go. CW: It is a great event, lots of educational tips as classified, sign up. RY: funding from ProDev changes affect the registration of going? Anyone that is interested will fill out form, then a committee will decide the 6 people to go. Encouraging all different diverse group from departments to go.

9. Committee Reports

1. **Engagement Committee:** AW:\$997.50 was earned at the Bountiful Butte Harvest! AW: Thanked everyone that donated and volunteered!

2. **Planning & Budget:** AW: just met and enrollment update is good we are on track for FTS goal to hit 1,000 at the CHC currently at 900, have been able to move some course online to promote enrollment. Online opposed to in person is much more, COS program being onsite may increase these numbers. Axiom demo- for unit planning looks good, waiting for feedback from committee members, updates to come. Reviewed 25-26 budget criteria, reviewed by the board, and not much room. 12/9 next budget forum. CW: Axiom demo is there a roll out date? AB: It has been in place, last meeting they reviewed how it works and was positive, those that need access already have it, but subscriptions are limited. If you are part of unit planning, you should or could have access.

3. **College Council:** JG: Senate com reports IE have not met yet; they have begun going over Bylaws and strategic plan. Go over the plans objectives and have it in effect by the time the school year is over. IE manual update with Jess, which Jess shared. AB: Accreditation is reviewing language ACD and section B at next meeting. Strategic plan, likely council will ask Brian to track progress and will invite Brian to our senate meeting so we can be part of the process and provide feedback.

4. **Caring Campus:** No report.

5. **Other Committees:** No report.

10. Regular Reports

1. **Classified ProDev Coordinator:** Magian Smith: No report

2. **President:** No report

3. **VP of Elections & Appointments:** Janet Guill: Council and Innovation - have 3 people interested already, still have time before next meeting where we will vote. 1 person interested in the steering committee is AW. Both committees are full.

4. **VP of Engagement and ProDev:** No report

5. **Treasurer:** No report

11. Senator Comments: No report

12. Next Meeting

November 5, 2025

11:00 a.m. – 12:30 p.m.

SAS Boardroom

13. Adjournment

Meeting adjourned at 12:30 p.m.

Today's meeting recap will be provided by **Tasha Spirk*

November 5th meeting recap will be provided by **Renan Young*