



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

Date: March 4, 2026

Time: 11:00 a.m. – 12:30 p.m.

Location: SAS Boardroom

Present

Alan Burwell, Janet Guill, Andrea Walters, Chris Westbay, Jocelyn Thorpe, Sabrina Bridenhagen, Jordan Rodriguez, Kimani Davis, Jill Hedman, Jess Vickery, Elise Theriault, Magian Smith, Erica Piper, Debra McCabe, Paul Johnson

Absent

Raquel Pina-Holstrom, Tasha Spirk, Malcolm Dixon, Shawna Herrold, Renan Young

1. Call to Order

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

2. Introduction of Visitors:

AB: Welcomed Jess Vickery.

3. Caring Campus Moment

Jordan Rodriguez shared that Maisue Thao (Program Coordinator Student Services) assisted a student that was upset and calmed them down. CW: shared that he went to the Chico Le Fleur and student that was there recognized him and came up to him and thanked him for his kindness when they attended Butte College several years ago, remembered him and his kindness walking her to CAS and showing her where her class was.

4. Approval of Agenda: AW: motion to approve

JG: 2nd motion

Unanimously approved.

5. Public Comment - None

6. Consent Agenda: AB: motion to remove item 3 (transfer of \$200) to scholarship fund from foundation fund

AW: 2nd motion

Unanimously approved

1. Minutes: AW: motion to approve

CW: second motion

Unanimously approved

2. Committee Appointments:

PCI – Courtney Coleman

3. Engagement Committee: AB motion to approve \$100 for Jolly Dolly

JT: 2nd motion

Unanimously approved

7. Unfinished Business:

1. **Senate Vacancies:** AB advised there are still two vacancies for Area E & Area K and encouraged Senators to remind their colleagues and encourage nominees.
2. **Final Feedback on APs 3430,3433,3434,3435,3431:** AB shared that Ad Hoc committee findings have been with clarification of verbiage and addressed there is much “copy/paste” happening and more work needs to be done to separate those that have legalities and their processes. APs 3433 and 3434 are approved.

- CW: Motion to move forward for adoption
- SB: 2nd motion
- Unanimously approved
- CW: Motion for 3430,3435,3431 APs be sent back to counsel with the findings and recommendations from Ad Hoc committee and staff.
- SB: 2nd motion
- Unanimously approved

3. **CLI Applications:** AW shared that the cost breakdown for each person to attend = \$2010/ea. (solid 6) AB: asked how nominees were selected? AW: considerations were if they had attended before and have attended other professional development conferences.

Nominees to attend CLI:

- Alan Burwell
- Maria Barriga
- Kathryn Sky Roberts
- Alberto Gomez
- Sabrina Bridenhagen
- Ashley Sheppard

AW: Request to include a 7th nomination for Soua Vang and \$500 from balance that BCCS could request from Leadership.

- AW: Motion to approve the 6
- JG: 2nd motion
- Unanimously approved

4. **New Campus committees and taskforces:** AB more committees to come JG: no new volunteers

- FLEX workgroup
- Data Governance
- Wellness Committee
- Land Use Committee
- Sustainability Committee

8. New Business:

1. **Senate Budget Report:** JT: shared we have a healthy budget! District funds: meetings with VP Snelling are going well. Travel funds for 4Cs and CLI. \$11,000 left in district funds for Classified Professionals Day which fell \$1000 short from the requested \$12,000. General funds are at \$7000+ Hearts and Flowers are at \$950, of which we still have a credit of \$800 with the horticulture department. On average only \$100 is spent per year plus money that still comes in which puts it well over and maybe we consider moving these funds that may be utilized in a different way. AB: recommends that we move \$500 over to the scholarship fund but leaving it up to BCCS to vote on. Scholarship fund: after awarding this year’s scholarships there will only be \$100 left in the fund. JG: asked about the past due invoice of \$500 for last year’s scantrons and pencils? AB: we had to pay for it.

- AB: motions to move \$500 from general fund to scholarship fund
- CW: 2nd motion
- Unanimously approved
- AW: motion to move \$500 from general fund to travel fund for CLI 7th nominee
- CW: 2nd motion

- AB: argues that \$11,000 is underfunded for the CPD and refuses to fund 7th nominee
- CW: feels that it will be ok and we can move funds as needed.
- Approve: 14 votes
- Opposed: 1 vote
- Abstentions: None
- Motion Approved

2. **Scholarship Application Reviewers:** AW: Scholarship Application reviewers are still needed and shared that an email will go out to those interested. Email her if interested. Classified Scholarship closes 3/15.

9. Representative Reports

1. **Student Senate:** PJ: NONE, CW asked if Shawna was going to be the 2nd student representative? PJ: he was not sure and would find out.

2. **Academic Senate:** DM: shared that they are voting for a new secretary and they will be working together with some of the new committees. They have been working with ATC committee and the proposal of implementing Gemini AI.

3. **Classified Professional Development:** MS: shared that ProDev has approved two requests for funds. The schedule for Flex week has been posted and links added to RSVP. Shared that HR reached out with offer to have Schools First Federal Credit Union table at flex week – BUNCO event as it is the most popular. Magian suggested they be part of this event. SB: asked if BUNCO event has RSVP link on flex schedule so we can have a head count. CW: said he will work on this and provide invoices from past year for catering costs that he can reference with HR and Schools First as they have offered to provide swag and possibly prizes.

4. **MSC:** JV: shared that college counsel is discussing MSC having their own senate – stay tuned.

5. **4C's:** AW: Asked Senate if they would be supporting putting together a gift basket for the upcoming CLI conference? AB: Asked that we put this on the next agenda to vote on.

6. **Caring Campus:** CW: NONE

10. Committee Reports

1. **Planning & Budget:** CW: shared they had a budget learning moment, student fees and the increase to meet state standards. Approved increase to student health, transportation has increased by \$14 excluding summer sessions. Also, increase to non-resident fees by \$3. Web design project demo was approved in 2024- themes built for student facing, with focused themes, better organization of departments, the next steps will be identifying end users, getting their feedback hopeful by June 15th with new students that will be coming in. Old websites will be essentially phased out. Back door intranet- bare bones as of right now, Next meeting is 5/26 and then not again until 8/25. If interested in demo of new website, attend the next board meeting.

2. **College Council:** AB: provided update from President Guleff and community colleges offering BA degrees. AP 3510 has been approved. AP 4020 regarding catalog rights, feedback was given and has gone back to counsel. AP regarding remote work, more updates to come. CW: shared he has heard a lot of misconceptions about what this is, and to disengage those conversations as we should be focused on outcomes vs. wants.

3. **Engagement Committee:** AW: BUNCO is a go for FLEX week. Grill and Chill is scheduled for 5/1 in the athletic gym. There will be pickle ball and corn hole and more information to come about the event. Classified Day planning committee meets Monday 3/16 of FLEX week at noon, encouraged those interested in helping with planning this event to attend.

4. **Other Campus Committees:** NONE

11. Regular Reports

1. **President:** AB: U in Butte Day will be of solidarity and requested gift cards be given.

2. **VP of Elections & Appointments:** JG: NONE

3. **VP of Engagement & ProDev:** AW: NONE

4. **Treasurer/Fundraising:** JT: NONE

12. Senator Comments: CW: Reminded Senators to send out meeting re-caps in a timely manner.

13. Next Meeting:

March 18, 2026
11:00 a.m. – 12:30 p.m.
SAS Boardroom

12. Adjournment: 12:30 p.m.