



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

Date: March 18, 2026

Time: 11:00 a.m. – 12:30 p.m.

Location: SAS Boardroom

Present

Alan Burwell, Janet Guill, Andrea Walters, Jocelyn Thorpe, Sabrina Bridenhagen, Jordan Rodriguez, Kimani Davis, Jill Hedman, Jess Vickery, Tasha Spirk, Magian Smith, Erica Piper, Paul Johnson, Curtis Pahlka

Absent

Raquel Pina-Holstrom, Malcolm Dixon, Elise Theriault, Shawna Herrold, Renan Young, Deb McCabe

1. Call to Order

Meeting was called to order at 11:00 a.m. by President Alan Burwell.

2. Introduction of Visitors:

AB: Welcomed Curtis Pahlka (Title IX Coordinator)

3. Caring Campus Moment: NONE

4. Approval of Agenda: AB: motion to approve

AW: 2nd motion

Unanimously approved.

5. Public Comment - NONE

6. Consent Agenda: AB:

1. **Minutes:** AB: motion to approve

AW: second motion

Unanimously approved

7. Unfinished Business:

1. **Senate Vacancies:** AB There are still 2 Classified Senate seats open. Maria Barriga is being considered as a possible Senate appointee, though no motion was made yet. Senators were encouraged to continue recruiting interested employees.

2. **Classified Senate Employee Scholarship:** The Classified Senate Employee Scholarship deadline was extended and applicants increased from one to six. Applications will be reviewed the week of 3/23.

8. New Business:

1. **AP 2410 – Policy and Administrative Procedures:** updates were mostly minor, including capitalization changes and changing the review cycle from 5 years to 6 years to better match the chapter review schedule. Minor edits.

2. **AP 2740.1 – Board Education:** Minor edits and no feedback was given.

3. **AP 2015 – Student Member(s)** For both AP 2740 and AP 2015, the changes were tied to **Senate Bill 707**, which updated the Brown Act and added required language about providing Brown Act training to student trustees and new trustees.

4. **Grill & Chill May 1st:** AW The Grill and Chill event will return May 1, from 11:00 to 1:00 in the Athletics area, outside the Gym. The event will include burgers, chips, soda, games, pickleball, cornhole, and a chance for Classified Professionals to gather, socially. This is a great opportunity to come out and meet your Senator representatives and enjoy some food!

5. **Presidents Evaluation:** AB The Board of Trustees is collecting campus feedback, March 26 from 2:30-4:30 in SAS 238. This is a rare opportunity to meet one-on-one with the Trustees and provide your feedback on the President's performance & Butte College in general. Written, confidential feedback is also available through the President's Office. If you would like to send a confidential email, please send them to cafferataainsworthme@butte.edu

9. Representative Reports

1. **Student Senate:** PJ: NONE

2. **Academic Senate:** NONE

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:** NONE - VACANT

5. **4C's:** AW:

6. **Caring Campus:** AB: shared that they are working on keeping this program but putting it on its own governance to make it more sustainable as a standing subcommittee or in another permanent structure.

10. Committee Reports

1. **Planning & Budget:** AB: NONE

2. **College Council:** AB: shared that he has heard from Pres Virginia- shared that she is active in advocating with state for Butte College with: revenue growth, categorical funding, COLA- advocating for more funding for this. PCI: is beginning the 2nd round of micro grants that are specific to faculty only, cannot recall why only faculty and not classified. Alan suggested visiting with faculty members or get with him and he will take it to Virginia for details. Accreditation Update: Update on AP regarding remote work- committee decided to send to legal counsel for guidance and clarity to work with different work areas (classified vs. faculty and where negotiations can happen) what is our purview and what direction we can go forward. AP34 regarding hazing- findings that need to be addressed before shared. 3430,3433,3434,3435 except 3431: which will be sent to legal for review and guidance. Feedback given was relayed to body and APs are in the hands of leadership now.

3. **Engagement Committee:** AW: BUNCO is tomorrow 11-1 in the NEST 45 attendees so far, pizza, drinks and salad will be served. SFCU donated \$25 gift cards, Grill & Chill being discussed, pickle ball and corn hole have been approved. CPD is rolling along we are finalizing swag items, catering, and making decisions on ProDev games that will be played and donations are being worked on. Possible fundraising towards end of year, will be discussed later on. Still time to sign up for BUNCO, yes. AB: encouraged those that may know businesses that would donate for CPD, many things in the background that can be done if you are not able to take time out of office, reach out to AW or CW and let them know you're interested.

4. **Other Campus Committees:** JV: Accreditation steering our midterm report has been submitted. Began discussion about annual and fiscal reports that are needed. Formed new rule for accreditation (formula) currently no set formula for this data. So, proposal is that accreditation takes on this role of querying this data to create a matrix for the 6 focal points. Apply this information in the minutes report and then make recommendation to leadership then approved from BOT. Fall-Spring data and every year data gets reevaluated. AB: We need to see this data to know where focus should be applied. Matrix created and evaluated every year is important. Zoom: Where is data going to? AB: Chancellor's office is providing this data to college, and accreditation receives it to evaluate. What we do with this data and who would deal with those "trends". Then they are prioritized accordingly. JV hopes that this data will go to Institutional Effectiveness to address those areas.

11. Regular Reports

1. **President:** AB: shared that they have been working on unit plan and have submitted report for next year's budget. BOT- had presentation from C. Guterrez about website demo and why it's taking so long and was very helpful in understanding all that is involved with this process. Alan wants to invite Chris to do presentation at one of our next meetings. Shared that we will be able to review and submit feedback. Highly encourages departments to do this and provide feedback.
2. **VP of Elections & Appointments:** JG: shared that there has been no response to current Senate vacancies.
3. **VP of Engagement & ProDev:** AW: continues to work on getting CLI attendees travel all finalized. Explained that the: "Spirit-stick" is a big deal so this year we are going to try and claim it.
4. **Treasurer/Fundraising:** JT: Unit planning has been done

12. Senator Comments: NONE

13. Next Meeting:

April 1, 2026
11:00 a.m. – 12:30 p.m.
SAS Boardroom

12. Adjournment: 11:53 a.m.