



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

***Date: April 15, 2026***

***Time: 11:00 a.m. – 12:30 p.m.***

***Location: SAS Boardroom***

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***Present***

*Alan Burwell, Janet Guill, Jocelyn Thorpe, Sabrina Bridenhagen, Jordan Rodriguez, Jill Hedman, Jess Vickery, Magian Smith, Erica Piper, Paul Johnson, Deb McCabe, Magian Smith, Tasha Spirk, Malcolm Dixon, Andrea Walters*

***Absent***

*Raquel Pina-Holstrom, Elise Theriault, Shawna Herrold, Renan Young, Kimani Davis, Chris Westbay*

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**1. Call to Order**

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

**2. Introduction of Visitors:**

AB: Welcomed Maria Barriga (Student Success Specialist-Student Services) and Karla Guzman-Mohedano (Student Activities Specialist-Associated Students)

**3. Caring Campus Moment: NONE**

**4. Approval of Agenda:** TS: motion to approve

JG: 2<sup>nd</sup> motion

Abstentions: none

Unanimously

approved.

**5. Public Comment - NONE**

**6. Consent Agenda: AB:**

**1. Minutes:**

SB: motion to approve

TS: second motion

Abstentions: none

Unanimously approved

**2. ProDev Steering Committee: AB**

Appointment: Sabrina Bridenhagen

**7. Unfinished Business:**

1. **Senate Vacancy:** JG: No new updates. JV: announced he is our new MSC Representative.

2. **AP Feedback 3420:** AB: Equal Employment Opportunity- Alan shared that legal language has been vetted by legal counsel, and there is not much wiggle room to make changes, but feedback is open for comments. JV: shared most language is coming from legal template, except for EEO advisory committee language, for

transparency, he included this. AB: E-board will be reviewing and will bring this back to the next college counsel meeting.

3. **Classified Scholarship:** AB: announced that Karla Guzman-Mohedano is our winner of the \$500 scholarship! He encouraged those to apply; it is an annual scholarship and thanked all of those who applied and that the application submissions were extremely great this year!
4. **Grill and Chill:** AW: shared that quotes from dining services total \$418. AW is requesting \$450 for budget to go towards event. AB: soda, water, and condiments are not included in the quote from dining services. JG: suggested Athletics could provide water. AW: requesting \$500 then for a budget to include sodas and condiments. AB: suggests a \$600 to cover drinks and any other items that will be needed for event. SB: motion to approve \$600 budget, JG: second, Voted unanimously approved. AW: Update to coffee and scantrons event, at the next engagement meeting will be discussed. Also, those attending the CLI conference need to connect and make sure all requests are getting handled.
5. **Emeritus:** AB: provided context to senate about BP & AP 3950 regarding current language about “retirement” and that one of the nominees has not technically retired, and that classified senate can set our own procedures for Emeritus, however; we do not select our nominee(s), we recommend. If this candidate is moved through, there is a chance they will not be selected. AB: asked if we would like him to present us with all nominee names, or do we want him to redact the verbiage and then decide? JG: shared that if this subject is “sensitive” it should go only to the Emeritus committee. AB: suggested asking the committee to take it to leadership? JV: recommend that the committee speaks with leadership first to determine that they are in fact eligible. AB: suggested we could hear the list?

SB: Motioned to table item and have Emeritus committee get with leadership and get clarification on those nominees and if they are eligible as pertains to the “retired” verbiage in BP & AP 3950.

JT: second motion.

Abstentions: None

Vote: Unanimous Approved.

6. **Strategic Plan Constituent Feedback:** AB: shared that college counsel is reviewing all 6 units plans, no foundational changes, asked do we need to make any changes, asked senators for any feedback from their area constituents. Opened the floor for any comments: NONE.

## 8. New Business:

1. **Bylaws Proposed Changes – First Read:** AB: shared there are no new feedback now, pointed out changes that committee has suggested. Article III – membership changes previously discussed by the Bylaws committee and viewed by Senate aligns the language. Article IV corrected and keeps consistent title and officer changes. Article V – same as IV Article IX+ Campus wide committees = proposal to change to comprehensive participatory governance framework and clarifies governance work and its definitions. JV: shared that changes occurring are campus wide and ensure that each committee establishes that they have their own membership and governance structure that reports to BCCS. AB: proposes that a governance representative handbook/guide be created.
2. **Senate Elections Preview:** AB: shared that elections will be held at the end of May to allow our 10-month classified time to vote. Alan shared the list of senators whose terms are ending and advised colleagues to self-nominate if interested. Voting will be done at Classified Professional Day.
3. **Coffee & Scantrons:** AB: shared that Senate routinely leads this event that provides snacks, coffee, pencils and scantrons to students at all campus locations. Event is a big hit with students and in the past, we have partnered with First Gen, however; Tray is no longer able to do this. Asked Senators to keep this on their radar as the spring event is coming up and a sign-up sheet will be made available for those interested in volunteering and tabling.

4. **Put-In Cups:** AB: A new message will be created for Graduation! Stay tuned as there will be more to come!
5. **BC Pride Art:** AB: Art piece that was created at last year's CPD day, is now permanently in the lobby of SAS building, in the new sitting area! Many thanks to the Welcome Center who donated \$400 to Senate to keep the art for that area.

## 9. Representative Reports

1. **Student Senate:** PJ: announced that this is his last term as our Student Senate Representative as he is graduating this semester! Senators, all congratulated him and expressed gratitude for his service and that he will be missed.
2. **Academic Senate:** DM: Shared that they have a meeting this afternoon at 3 p.m. and will discuss vacancies in their committee, possible nominees, and Suzanne Wakim will share updates on unit plan and accessibility training.
3. **Classified Professional Development:** MS: shared that they had a FLEX meeting yesterday, discussed an AI forum, and a presentation from ACI committee, and changes to the forum that may include 5 factors of eligibility etc. Working on changes to the August FLEX days, discussions are being held about changes to academic calendar, and the FLEX workshops would be 4 days and not a span of 2 weeks as it has been in the past. There will be an AI forum, and if anyone has a request for any additional FLEX workshops, please email him. For the FLEX workshops, Monday – availability for additional workshops, Tuesday- August 11, is Super Tuesday, Wednesday – available, Thursday- Available, Friday-HR hosting another EEO training. MS shared that for the ProDev Steering Committee, Director of HR, Melissa Pearson and Executive Director of Institutional Effectiveness & Planning, Jess Vickery are part of the committee. AB: announced that at the next E-Board meeting on Tuesday, April 21<sup>st</sup> they will appoint nominee, Financial Aid Senior Administrator, Sabrina Bridenhagen to be on committee. MS: shared that there is 1 more slot open for a classified member.
4. **MSC:** JV: Announced he is the BCCS new MSC Representative and that Tammera Shinar has been appointed to President's Counsel and that on May 8<sup>th</sup> they are hoping to host an off-site MSC Senate meeting. JV: shared that they have approved a monetary \$500 to participate in this year's CPD event and Jess will be helping the day of the event to serve classified staff, breakfast. Also, they shared that MSC has discussed Emeritus nominations and the deadline for submissions.
5. **4C's:** AW: Updated Senators that the Board meeting last Friday was held in San Diego and they discussed the CLI conference and the preparations for the event. If anyone is interested in being on statewide classified senate, they can apply now. They are working on the Bylaws for Classified Senate and the name for **Caring Campus** has officially been changed to **4C's Cares**. AW shared that 4C's is working with legislature on Bylaw's and getting more clarification, and that they have money set aside to do tabling and workshops to bring more awareness to colleges that do not support or have a Classified Senate.
6. **Caring Campus:** NONE

## 10. Committee Reports

1. **Planning & Budget:** AB: shared that we will reach our projected FES goals. Update from facilities, Kim Jones provided a packet that shows buildings that have ongoing maintenance which has been extremely helpful in the long-term budgeting that is needed for facilities and how do we need to plan for future costs to ensure that we have a campus that is well put together and a budget that will sustain them all.
2. **College Council:** AB: shared that there are several AP's still in the review cycle 7280,3436,3432,3440,3550. Discussed the strategic plan, reviewed minor language changes to objectives and the guidance procedures. Initiative 5- plan was built prior to having all details of vision 2030, most changes will be with sustainability initiative. JV: Shared sustainability committee is coming together but it is currently on hold. Jess commended Alan Burwell for the hard work he has put into this and changes will be dramatic. He encouraged those who have specific knowledge in areas and those area's objectives, that the send suggestions to him and the College Counsel so they can discuss it.
3. **Engagement Committee:** NONE
4. **Other Campus Committees:** NONE

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## 11. Regular Reports

1. **President:** AB: Shared “Non-Birthday” treats/cookies with those that attended meeting.
2. **VP of Elections & Appointments:** NONE
3. **VP of Engagement & ProDev:** NONE
4. **Treasurer/Fundraising:** NONE

12. **Senator Comments:** NONE

## 13. Next Meeting:

May 2, 2026  
11:00 a.m. – 12:30 p.m.  
SAS Boardroom

12. **Adjournment:** 12:28 p.m.