



## Butte College Classified Senate Application for Classified Emeritus Consideration

Submit completed application to the current Classified Senate President  
(please use print when filling out form in writing)

**Nominee's Name:** \_\_\_\_\_ Today's Date: \_\_\_\_\_

Retirement Date: \_\_\_\_\_ Deceased? (posthumous nomination)

(When filling out form: if exact dates are unknown, use academic year where possible)

1. Provide the nominee's Total Years of Employment (minimum 10 years).

Employment Years Calculator		
Years as part-time (195) Temp	_____ (50% credit given)	
Years as permanent employee	_____	<b>Total:</b> _____

2. List nominee's Classified professional history at Butte College.

(List held positions and any additional duties nominee performed, attach add'l sheets if needed)

3. List committees nominee has held a seat on or shown significant contribution as a member.

Including, but not limited to: senate, leadership, fundraising, hiring, or other committees.

(Attach add'l sheets if necessary, see sample list, pg 3)

4. List activities in which nominee has represented or served the College on a volunteer basis during or after work. (Sample list, pg 3)

5. List achievements and/or awards nominee received either from the College or associated with the college (Sample list, pg 3)

6. Why do you feel the nominee deserves Classified Emeritus status?  
(Attach add sheets if necessary)

7. Provide at least 2 brief letters of support and/or endorsement for the nominee from current or former Butte College employees (faculty, staff, or administrator)

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## **Samples of committees and/or activities (not a comprehensive list):**

Classified Senate (full terms)  
Classified Senate or CSEA (union) officer (one-year terms)  
4CS (statewide classified senate)  
Faculty, Staff, and/or Management Hiring Committees  
Staff Development:

Flex, Conferences, Projects, Workshops, Classified Day Planning, CLI, BCLDI

### **Committees:**

CSEA Committees (local & statewide)  
Accreditation Steering  
Wellness Team  
College Council  
Diversity, Equity, & Inclusion  
Early Alert (Roadrunner Cares)  
Educational Planning  
Education Without Borders  
Equal Employment Opportunity (EEO) Advisory/Training  
Facilities Planning  
Foundation Grant/Scholarship  
Guided Pathways  
Land Use  
Planning & Budget  
Professional Development Steering/Funding  
Program Research & Recommendation  
Safety  
Student Equity & Achievement  
Sustainability

### **Activities:**

Facilitator, speaker, presenter  
Student mentor  
Community College Bond Committee  
Leadership Butte  
Leader Development Institute  
Think Pink Day  
Contributions to students, securing funds or grant writing, participation in  
Department projects, Classified Projects, Adopt a Tree, Amphitheater Sponsor,  
Campus Cleanup weekends, Career Day booth, Scholarship support, club advisor,  
student mentor, Americorps literacy program, etc.

### **Recognition Awards:**

What Would We Do Without You Award  
Excellence of Service Award  
Department or Division Awards  
A.S. Award  
EOPS Awards

## **Emeritus Application: Attachments**

**Applicant: Jennifer Lasell**

**3. List committees nominee has held a seat on or shown significant contribution as a member. Including, but not limited to: senate, leadership, fundraising, hiring, or other committees.**

- 2019 to Retirement : Classified Professional Development Funding Task Force
- 2024 : Ethnic Studies Hiring Committee Co-Chair
- 2024 : Library Technician Hiring Committee Member
- 2023 : Administrative Secretary Hiring Committee Member
- 2022 : Ethnic Studies Hiring Committee Chair
- 2019 to 2021 : Technology Council Member
- 2017 to 2020 : Digital Literacy Committee Member
- 2017 : Communications Studies Hiring Committee Chair
- 2016 : Classified Day Committee Member
- 2016 : CCC Program Manager Hiring Committee Chair Person
- 2015 to 2018 : Book in Common Committee Co-Chair
- 2015 to 2017 : WordSpring Creative Writing Conference Committee Member
- 2015 to 2017 : Travel and Conference Innovation Award Committee Member
- 2015 : Dean of Student Equity Hiring Committee Member
- 2015 : Library Technician Senior Hiring Committee Member
- 2014 : Accreditation Self Study Team Member
- 2012 to 2015 : Book In Common Committee Member
- 2013 to 2021 : Land Use Committee Voting Member
- 2013 to 2014 : Accreditation Standard 3B Committee Member
- 2013 : Political Science Instructor Hiring Committee Chair Person
- 2012 to 2020 : Library Beautification Committee Member
- 2012 to 2013 : Associated Students Public Events Committee Member
- 2011 : Classified Days Committee Member
- 2011 to 2014 : Library Newsletter Editor
- 2010 : HVAC Hiring Committee EEO Representative
- 2010 : Library Senior Technician Hiring Committee Member
- 2010 : Classified Day Committee Member

**4. List activities in which nominee has represented or served the College on a volunteer basis during or after work.**

- 2018 to 2019 : CAS Digital Literacy Workshops
- 2017 to 2019: Book In Common Book Selection Committee with CSUC and Community
- 2018 : Book in Common Community Release Ceremony for Matt Richtel
- 2017 : Book in Common Community Release Ceremony for Gloria Steinem
- 2016 : Book in Common Community Release Ceremony for Bryan Stevenson
- 2015 to 2017 : BCLDI VI
- 2011 to 2012 : Leadership Butte VII
- 2013 : National Library Week Support Person
- 2012 to 2021 : Building Monitor for 2nd Floor Library
- 2012 : Banned Books Week Support Person
- 2014 : Butte College Job Placement and Cooperative Education Office Self Study Team
- 2012 : National Library Week Chair Person
- 2011 : National Library Week Chair Person
- 2010 : National Library Week Chair Person

#### **Other activities**

- Association of College and Research Library Conference
- Microsoft Access Database Class
- Microsoft Excel Class
- Microsoft Word Class
- Gender and Communication Class
- Colors Workshop
- Butte College Orientation Training
- Butte College Values Training
- On Course Workshop

#### **5. List achievements and/or awards nominee received either from the College or associated with the college**

- 2014 Butte College Excellence in Service across Categories – Worldshare Implementation
- 2013 Butte College Excellence in Service across Categories – Book In Common Committee
- 2013 Butte College Office Decorating Contest
- 2013 Certificate of Excellence in Recognition of Service for National Library Workers Day

- 2012 Certificate of Excellence in Recognition of Service for National Library Workers Day
- 2012 Best in Show Butte College Spring Carnival Parade
- 2011 Butte College Excellence in Culture of Learning – Reading Lounge
- 2010 Certificate of Excellence in Recognition of Service for National Library Workers Day

Michael Zenkus  
Library Technician  
Butte Community College  
zenkusmi@butte.edu  
4/10/26

To Whom It May Concern,

I am pleased to support Jennifer Lasell for emeritus staff recognition for her work at Butte College. As her former colleague, I saw her consistent dedication to student success and her commitment to always putting students first. Jennifer approached her work with compassion, and professionalism making a lasting impact on those she worked with and served. She was also a reliable and supportive coworker who I could always rely on. I strongly believe she is well deserving of this recognition.

Sincerely,

Michael Zenkus

## **Letter of Support for Classified Emeritus Status**

To: Classified Senate, Butte Community College

Date: April 10, 2026

Applicant: Jennifer Lasell

Dear Classified Senate,

I warmly write to you a letter of support for Jennifer Lasell for the recognition of Classified Emeritus status. As you can see from the long list of committee work, activities, and achievements in the attachments, Jennifer has shown herself to be someone who cared deeply for Butte College and her colleagues. Jennifer and I would regularly take walks around campus, and I was amazed at how many colleagues she stopped to chat with due to the connections and relationships she made across campus.

Speaking to her dedication to the Library specifically, Jennifer proved to be a leader and mentor to not only the student assistants she supervised over the years, but also her fellow library colleagues. Jennifer could be counted on to solve problems such as leading us through two very technical library platform software changes. She could be relied on to dive into new and challenging aspects of her position to bring improvements to the library. Her dedication to advocating for the library was always admirable.

I strongly recommend Jennifer for Emeritus status and sincerely believe she represents the values of Butte College and deserves this recognition.

Sincerely,

Tia Germar

Butte College Librarian