



Butte-Glenn Community College District
3536 Butte Campus Drive
Oroville, CA 95965

COLLEGE COUNCIL

January 14, 2025 | 8:00 a.m.

NOTES

Members Present: Denise Adams, Alan Burwell, Melissa Cafferata-Ainsworth, Irma Gonzalez Cuadros, Virginia Guleff, Amanda Montgomery, Tray Robinson, Erik Shearer, Jessica Snelling, Jess Vickery, Chris Westbay, Bob White

Members Absent: Mercedes Cortez-Nava, Jack Henderson, Imelda Simos-Valdez

Guests: None

1. Standing Report - President's Council on Innovation (PCI) Standing Report

Superintendent/President Guleff reported that at the last PCI meeting, MSC Representative White and faculty member Hesam Abedini presented a draft AP for AI derived from the work Academic Senate did around AI last semester. PCI will refine and revise the draft before sending it to College Council. Concepts from the governor's resolution on AI as well as the Office of Civil Rights' warning about the potential for discrimination posed by AI may need to be incorporated into the AP.

Superintendent/President Guleff reported that at its last meeting PCI also received a report from Tech Center Executive Director Jennifer Coleman about the center's use of AI, including how it's used to detect fraudulent applications.

2. Review AP 5017 Responding to Inquiries of Immigration Status, Citizenship Status, and National Origin Information

Vice President Shearer lead a review and discussion of AP 5017 Responding to Inquiries of Immigration Status, Citizenship Status, and National Origin Information. The AP language comes directly from the League which was informed by guidelines provided by the Office of the Attorney General of California.

AP 5017 will be sent to the constituent groups, primarily for information purposes because the opportunity for revision is limited due to legal constraints.

3. Review AP 3415 Immigration Enforcement Activities

Vice President Shearer led a review and discussion of AP 3415 Immigration Enforcement Activities, noting that many community colleges have experienced immigration enforcement activities on campus. This AP addresses how college employees should respond to those activities or queries. The college will also provide employees with training.

College Council discussed how the UndocuCenter might play a role in this procedure, including in the training component. College Council also discussed the notification process outlined in the AP as well as the need to notify human resources in the event that an employee is affected.

Superintendent/President Guleff, Vice President Shearer, and Executive Assistant Cafferata-Ainsworth will revise the AP according to College Council's discussion before starting the constituent group review process.

4. Review AP 7120.4 Recruitment and Selection of Full-Time Tenure Track Faculty

Academic Senate President Vickery explained that AP 7120.4 was developed based on the Academic Hiring Guidelines, longstanding language agreed upon by Academic Senate and human resources. In addition to moving from guidelines to an AP, substantive changes to the faculty hiring process were made. They include changes to screening and the second interview committee composition. It was noted that the college is aiming for consistency in hiring practices and moving toward creating a procedure for each employee classification.

College Council discussed AP 7120.4, including the definition of "screening" and "non-voting" in terms of the EEO representative, and made recommendations for revision. Superintendent/President Guleff noted that work is also being done on AP 7120 Recruitment and Selection to outline the elements of the recruitment process that apply to every employee group.

Academic Senate President Vickery will take College Council's recommendations on AP 7120.4 back to Academic Senate for approval; it will then go to the constituent groups for review and feedback.

5. Review AP 3410 Nondiscrimination

Executive Assistant Cafferata-Ainsworth indicated that AP 3410 Nondiscrimination was revised with League language as part of a review of the 3400 series prompted by changing Title IX regulations. Vice President Shearer led a review of AP 3410.

AP 3410 will be sent to the constituent groups, primarily for information purposes because the opportunity for revision is limited due to legal constraints.