



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

## COLLEGE COUNCIL

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

### Minutes

**Members Present:** Denise Adams, Alan Burwell, Melissa Cafferata-Ainsworth, Irma Gonzalez Cuadros, Virginia Guleff, Janet Guill, Kim Kirkwood, Amanda Montgomery, Tray Robinson, Erik Shearer, Imelda Simos-Valdez, Jessica Snelling, Jess Vickery, Bob White

**Guests Present:** None

**Members Absent:** Liam Eller, Guadalupe Ocampo

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#### I. Call to Order

Superintendent/President Guleff called the meeting to order at 8:00 a.m.

#### II. Approval of Agenda

The agenda was approved by unanimous consent.

#### III. Approval of Minutes

It was moved by Academic Senate President Gonzalez Cuadros and seconded by Academic Senate Vice President Kirkwood to approve the minutes as presented.

Motion passed

Opposed: none

Abstentions: none

#### IV. Consent Agenda

None

#### V. Reports

##### A. President's Report

Superintendent/President Guleff reported that the Chancellor's Office and Board of Governors visited campus on October 2. They toured the welding and heavy equipment operator programs and the new science building. Superintendent/President Guleff thanked Interim Vice President Adams for her work in developing the college's CTE programs and Dean White for his work on designing Science. She noted that events like this are important because they allow the Board of Governors to see the outcomes of their decisions such as supporting the Strong Workforce Program and MESA. Everyone involved was impressed with Butte College and their interactions with our students. Superintendent/President Guleff concluded the event also provided an element of myth-busting for rural colleges because it demonstrated that Butte has one of the biggest CTE programs in the state as well as one of the highest

transfer rates. College Council performs much of the structural work in support of the college that contributes to those successes.

**B. Accreditation Steering Committee (ASC)**

Interim Director Vickery reported that the ASC met October 8, and reviewed drafts of three of the four sections. He wrote section A, Brian Murphy and Alan Raetz are working on section B, Julie Jenks and Suzanne Wakim wrote section C, and Teresa Ward wrote section D. Interim Director Vickery noted that he expects to receive more material to incorporate into the final draft of the midterm report in November. It will then be circulated to the constituent groups for feedback before going to the board of trustees for review in January and approval in February.

**C. Institutional Effectiveness Steering Committee (IESC)**

Interim Director Vickery reported that the IESC's last meeting was canceled. The next meeting is October 21.

**D. President's Council on Innovation**

Dean White reported that PCI has not met since the last College Council meeting. They will continue to work on AP 3775 Artificial Intelligence at their next meeting.

**VI. Unfinished Business**

None

**VII. New Business**

**A. Wellness Team Charter & Bylaws**

IDEA Officer Robinson explained that the Wellness Team would like to take the place of the Wellbeing Committee described in the Butte College Institutional Effectiveness Manual. He noted that the team has developed a mission as well as language about the meaning of "wellness" with respect to the work the group intends to do.

College Council reviewed the Wellness Team Charter and offered suggestions for revision. It was noted that HR and the director of student belonging and empowerment should be listed as advisory members in the charter to mirror the bylaws. Assistant Superintendent/Vice President Shearer asked about the relationship between the Wellness Team and Behavioral Intervention Team (BIT). IDEA Officer Robinson explained that there's an overlap in membership and BIT uses wellness models to support students. Superintendent/President Guleff recommended clarifying the team's purpose as encompassing the entire college population (faculty, staff, and students), as well as clarifying how the team requests resources. Academic Senate President Gonzalez Cuadros suggested considering replacing "equity-minded" with "equity-centered." IDEA Officer Robinson indicated that the Wellness Team will consider that distinction.

College Council reviewed the Wellness Team Bylaws and offered suggestions for revision, including clarifying that constituent group representatives are appointed by their groups. Superintendent/President Guleff pointed out that the current membership doesn't include an advisory member from instruction and recommended adding an academic administrator appointed by the vice president for instruction. Classified Senate President Burwell suggested language to outline how officers are selected, the length of their terms, and recall procedures. Idea Officer Robinson indicated

that the Wellness Team will consider how officers are selected, other than the chair which is identified as the dean of students.

The Wellness Team will consider College Council's feedback and resubmit their documents.

**B. Next Strategic Planning Cycle**

Superintendent/President Guleff outlined a proposed schedule for the next strategic planning cycle. Review of the six strategic initiatives will happen this semester with review of the objectives in spring 2026. During fall 2026, College Council will lead the review of the action items with the goal of having a new plan complete by fall 2027, including constituent group review and board approval. She noted that this process will likely be a shortened version of what the college did last time because an entire new plan doesn't need to be written. Assistant Superintendent/Vice President Shearer suggested using the GOST terminology (goals, objectives, strategies, tactics). Interim Vice President Adams suggested that the campus-wide strategic planning workshop was beneficial to the development of the plan and suggested a shorter session in early fall 2026. Director Montgomery recommended providing professional development in advance to ensure participants are prepared and to encourage broader thinking; student data should also be used in the process. She also recommended allowing committees to vet proposed action items and responsibility for them, as well as considering capacity and where it might need to be bolstered. Training in project management would also be helpful.

Superintendent/President Guleff indicated that strategic plan tracking in Achieve It will inform which action items are included in the new plan. She proposed asking Institutional Research Director Brian Murphy to give a report on Achieve It at the next College Council meeting. After that, the constituent groups should consider College Council's assessment of the status of the current plan.

**C. Institutional Effectiveness Manual Update**

Interim Director Vickery provided a review of revisions to the Institutional Effectiveness Manual. The section on institutional decision making has been updated and a section on the democratic principles of participatory governance has been added. A model for collegial consultation has also been added. Assistant Superintendent/Vice President Shearer recommended clarifying language in the planning and budget development section to indicate that College Council guides the development and oversees the implementation on the strategic plan.

Interim Director Vickery reported that a great deal of work has been done on the section about college committees and processes, which will include a new diagram showing committee and participatory governance structure. Academic Senate President Gonzalez Cuadros reported that an Academic Senate taskforce is examining some of its subcommittees; she will provide an update on their findings in November. Assistant Superintendent/Vice President Shearer clarified that if an associate faculty member currently serves on a committee, they may remain on the committee for the remainder of their term and must report the hours on their timesheet.

**VIII. Adjournment**

Superintendent/President Guleff adjourned the meeting at 9:33 a.m.