



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

COLLEGE COUNCIL

November 25, 2025 | 8:00 a.m.

Minutes

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

Guests Present: None

Members Absent: Janet Guill, Guadalupe Ocampo

I. Call to Order

Interim Director Vickery 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, seconded by Dean White, to approve the minutes as presented.

Motion passed unanimously.

Opposed: none

Abstentions: none

IV. Consent Agenda – None

V. Reports

A. President's Report

Superintendent/President Guleff reported that she sat in virtually on the Assembly Oversight Hearing on the Federal Impact on Higher Education where representatives from California's college systems reported on the impact of federal actions on higher education in California. The end of the Grad Plus loan program will impact Butte College even though we don't have graduate students because the college hires people after they attend grad school, and the end of the program may make it harder for people to obtain advanced degrees. The reclassification of "professional occupations" may also impact Butte College's students' ability to obtain financial aid for certain degrees. President Daisy Gonzalez of the California Student Aid Commission also provided a report and offered hope for state-wide solutions. Superintendent/President Guleff reported that the CCLC Advisory Committee on Legislation (ACL) discussed similar issues at their meeting last week. Other ACL concerns include pending legislative work on the 50% law, changes to the Department of Education, and the recent federal legal challenge to AB 540.

B. Accreditation Steering Committee (ASC)

Interim Director Vickery reported that the ASC met on November 12, and worked on developing the one-voice mid-term report, which will be presented to College Council today. He noted that the ACCJC will host a convening at Sac City College on April 16 focused on data and storytelling. The ACCJC has grant funds for seven Butte College employees to attend.

C. Institutional Effectiveness Steering Committee (IESC)

Interim Director Vickery reported that the IESC has met twice since the last College Council meeting. In addition to continuing their review of the Institutional Effectiveness Manual, they approved the draft sustainability committee charter and for AP 3820 Gifts and AP 6620 Naming Buildings to go to the subject matter expert for revision. The IESC also approved AP 3415 Immigration Enforcement Activities, as well as a series of APs related to sexual harassment and discrimination. Finally, IESC had further discussion about AP 7280 Working Remotely.

D. President's Council on Innovation

Dean White reported that PCI finalized and approved AP 3775 Artificial Intelligence at their last meeting; it will be presented to College Council today. PCI also received information from technology-mediated instruction about learning management system updates, specifically AI products such as Nectir AI and Qikr that some faculty are using. Superintendent/President Guleff noted that the college will eventually have to choose between the products being piloted.

VI. Unfinished Business

A. Professional Development Work Group Update

IDEA Officer Robinson reported that he worked with Interim VP Adams to develop a charge for the Flex Calendar Work Group now that Title 5 regulations require Flex for classified and MSC professionals. They proposed a work group with the standard spine membership, as well as the faculty development coordinator and administrative secretary for professional development. IDEA Officer Robinson reported that their goal is to request volunteers from the constituent groups by the end of the semester with meetings starting in spring semester. Classified Senate President Burwell questioned whether union representation should be included in the work group. College Council discussed and concluded that they do not need to be. Professional develop issues are worked through the senates and sent to the union if they will impact negotiations.

It was moved by Academic Senate President Gonzalez Cuadros, seconded by Assistant Superintendent/Vice President Shearer, to approve the Flexible Calendar Work Group charge as presented.

Motion passed unanimously.

Opposed: none

Abstentions: none

B. Data Governance Committee (DGC) Proposed Charter

Dean White indicated that the college has a pressing need for data governance that emerged from conversations with IT about one specific issue that is symptomatic of similar issues. The college needs structures and processes around who may have access to certain data, particularly personally identifying information. We also need to have clear data definitions, which requires coordination with institutional research. Finally, the DGC will drive training on FERPA, HIPAA, and data use.

Superintendent/President Guleff asked how VAR and MIS will interact with the DGC. Dean White explained that employees involved in those areas will be important resources for the DGC. Vice President Snelling noted that common data definitions and ensuring data accuracy will support the college's SCFF funding. The work the DGC does will also support the IT department with processes for handling data and reporting requests. She added that IT is working on security roles, so that access can be granted based on an employee's position rather than by person on an individual basis. Interim Vice President Adams strongly recommended that Classified Senate consider sending a dean's secretary as one of their representatives. College Council members recommended several additions to the advisory membership: the director of institutional research rather than an institutional researcher, the manager of curriculum and scheduling services, any major consumers of data and reporting such as admissions and records and financial aid, someone from student services who can provide support for student success data, the dean of scheduling and program logistics, and the college's MIS reporter.

Dean White noted that he'd like the DGC to have a connection to web steering.

Dean White will revise the DGC charter and present it to College Council at the December 9 meeting.

VII. New Business

A. Accreditation Mid-Term Draft Report

Interim Director Vickery presented the draft accreditation mid-term report for College Council review and feedback. He will present the report to the constituent groups at their next meetings and receive their feedback to take to the ASC for consideration. After that, the draft report will go to the President's Leadership Team, and then to the board of trustees for a first read at their January meeting and approval at their February meeting.

Executive Assistant Cafferata-Ainsworth asked about inconsistency in the use of Hispanic and Latinx in the report. Interim Director Vickery explained that ASC discussed it; there should be alignment in the next draft.

It was moved by Dean White, seconded by Assistant Superintendent/Vice President Shearer, to approve the accreditation mid-term draft report and send it to the constituent groups.

Motion passed unanimously.

Opposed: none

Abstentions: none

B. AP 3415 Immigration Enforcement Activities

Interim Director Vickery reported that AP 3415 was approved last spring and recently revised due to legislative changes.

It was moved by Academic Senate President Gonzalez Cuadros, seconded by Assistant Superintendent/Vice President Shearer, to approve AP 3415 and forward it to the President's Leadership team.

Motion passed unanimously.

Opposed: none

Abstentions: none

C. AP 3775 Artificial Intelligence

Dean White reported that PCI had made good progress on this AP over the last few months, but the Digital Futures conference brought several issues to light that prompted reconsideration. Superintendent/President Guleff expressed appreciation for the inclusion of the HUMANS Principles.

It was moved by Academic Senate President Gonzalez Cuadros, seconded by Assistant Superintendent/Vice President Shearer, to approve AP 3775 and forward it to the President's Leadership team.

Executive Assistant Cafferata-Ainsworth questioned item 15 in district responsibilities, namely who will conduct a yearly audit of AP 5521 Academic Integrity. Assistant Superintendent/Vice President Shearer suggested that it should be the responsibility of the vice president for instruction and Academic Senate to review it yearly; the first such review should revise the AP to include that requirement. Interim Director Vickery proposed calling it an "annual review" rather than a "yearly audit." With respect to item 16, Executive Assistant Cafferata-Ainsworth questioned the list that's indicated as part of the AP, noting that every time a list included in an AP needs to be modified, the AP will have to move through the entire review process.

It was moved by Dean White, seconded by Assistant Superintendent/Vice President Shearer, to strike item 16 and change "yearly audit" to "annual review."

Motion passed unanimously.

Opposed: none

Abstentions: none

It was moved by Academic Senate President Gonzalez Cuadros, seconded by Assistant Superintendent/Vice President Shearer, to approve AP 3775 and forward it to the President's Leadership team.

Motion passed unanimously.

Opposed: none

Abstentions: none

D. SLO Committee Charter & Bylaws

Interim Director Vickery explained that College Council previously considered the SLO Committee Charter and Bylaws and sent them back to the committee with recommended revisions. College Council reviewed the revised documents. As currently written, the non-voting student equity representative from student services would be appointed by the vice president for student services. Assistant Superintendent/Vice President Shearer suggested that as the college doesn't have a student equity department, the reference is too vague. The connection between student equity and SLOs should be made more explicit. He also recommended including a representative from institutional research as a non-voting member to provide needed expertise in data collection and interpretation.

It was moved by Dean White, seconded by Assistant Superintendent/Vice President Shearer, to add a non-voting institutional research representative to the SLO Committee.

Motion passed unanimously.

Opposed: none
Abstentions: none

It was recommended by Interim Vice President Adams and Vice President Simos-Valdez, to eliminate the references to the student equity representative from student services.

Superintendent/President Guleff suggested that if the student equity plan includes SLO data, the director of student equity should remain a non-voting member. Classified Senate President Burwell added that to ensure connectivity, the position responsible for the student equity plan or the chair of SEAPAC should be included as a non-voting member. College Council discussed the relationship between SLOs and the student equity plan. SLO data does not currently inform the student equity plan due to barriers to disaggregating it. Equity is built into SLOs by the Curriculum Committee. Additionally, SLO data is supposed to drive the planning and budgeting and program review processes in instruction, but the current membership has no link to resource allocation. Dean White noted that he's building infrastructure for that sort of coordination into the program review process.

It was moved by Superintendent/President Guleff, seconded by Dean White, to send the SLO Committee Charter and Bylaws back to the committee for further discussion under Assistant Superintendent/Vice President Shearer's facilitation.

Motion passed unanimously.
Opposed: none
Abstentions: none

VIII. Adjournment

Interim Director Vickery adjourned the meeting at 9:45 a.m.