



NOTICE OF REGULAR MEETING

February 19, 2020 | 1:00 p.m.

District Board Room
Student and Administrative Service Building

Butte College is a student-centered learning institution which provides quality education and support services that are continuously evaluated and improved, to prepare students to be productive members of a diverse, sustainable, and ever-changing global society. We provide career and transfer pathways for students to become life-long learners and critical thinkers through the mastery of basic skills, workforce training, and the achievement of degrees and certificates.

AGENDA

Call to Order

Mr. John Blacklock, President
Mr. John Dahlmeier, Vice President
Ms. Julie Boss, Clerk
Mr. Michael Boeger
Mr. Rick Krepelka
Mr. Eugene Massa
Mr. William McGinnis
Mr. Jimmy Vega, Student Trustee

Pledge of Allegiance to the Flag

1. **Agenda Approval**

2. **Spotlight Presentation**

Ascending Scholars

3. **Communications from the Public – Consent Agenda**

This time is set aside for comments on the Consent Agenda. The Board may undertake discussion only to provide clarification to the public or schedule a matter for a future meeting.

In accordance with *BP 2350 Speakers*, each speaker will be allowed a maximum of five (5) minutes per topic, thirty (30) minutes maximum for public speakers on any one subject, regardless of the number of speakers

4. **Approval of Consent Agenda**

Approval of Minutes January 29, 2020 (Special)	Action	
Approval of Minutes January 29, 2020	Action	
Approval of Warrants	Action	20-7942
Ratification of Contracts	Action	20-7943
Approval of New Courses	Action	20-7944
Approval of Fall 2019 Curriculum Activity: Course and Program Modifications	Action	20-7945
Authorization for Out of State Student Travel Forensics Team, Albuquerque, NM	Action	20-7946
Authorization for International Travel Study Abroad Program, Costa Rica	Action	20-7947

Authorization for International Travel for Faculty San Miguel de Allende, Mexico	Action	20-7948
Approval for Faculty Using Accumulated Load Bank	Action	20-7949
Approval of Fall 2020 Academic Sabbatical Leave Request: Andrea White	Action	20-7950
Approval of Spring 2021 Academic Sabbatical Leave Request: Justin Wentzell	Action	20-7951
Probationary Faculty First and Second Year Recommendations, 2019-2020	Action	20-7952
Approval and/or Ratification of Personnel Actions <u>Management</u> <i>Employment</i> <u>Academic Employees</u> <i>Assignments and temporary employments</i> <u>Classified Employees</u> <i>Employments, reassignment, and permanent increases</i> <u>Temporary Employees</u> <i>Substitutes and professional experts</i>	Action	20-7953

5. Information-Reports

Academic Senate President's Report
Classified Senate President's Report
Student Trustee Comments
Superintendent/President's Report
Board Comments

6. Communications from the Public

At this time, members of the public have the opportunity to address the Board of Trustees on any item within the subject matter jurisdiction of the Board in accordance with *BP2350 Speakers*. Members of the community and employees wishing to address the Board of Trustees are asked to complete a "Public Comment" card and submit it to the Board's Executive Assistant prior to the start of open session.

7. Contracts

Approval of Contracts	Action	20-7954
Approval to Purchase Information Technology Goods and Services from ePlus Technology, Inc. utilizing CMAS Contract Number 3-15-70-1633AG	Action	20-7955

8. Administration

Review of Board Policy 2715 and Administrative Procedure 2715, Board Code of Ethics	Information	20-7956
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9. Future Dates

March 25, 2020	Regular Meeting	Glenn County	1:00 p.m.
April 22, 2020	Regular Meeting	Main Campus	1:00 p.m.
May 20, 2020	Regular Meeting	Main Campus	1:00 p.m.
May 29, 2020	Commencement	Cowan Stadium	7:00 p.m.

10. Closed Session

The Board of Trustees of the Butte-Glenn Community College District will adjourn to closed session under authority of Government Code Section 54954.5 to conduct the following business:

Pursuant to Government Code section 54956.95:

- a. LIABILITY CLAIM – Update on claims filed against the District
Claimant: Joy Gollihar
Agency: Butte-Glenn Community College District

Pursuant to Government Code section 54957(b):

- a. EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Pursuant to Government Code section 54957.6:

- a. CONFERENCE WITH LABOR NEGOTIATOR

Name of Agency Negotiator: Andrew Suleski

Name of organization representing employees: BCPOA

11. **Adjournment**

For Information concerning this Agenda, please contact:

Butte College President's Office, 3536 Butte Campus Drive, Oroville, CA 95965 (530) 895-2484

Persons requiring disability accommodation, please notify this office 48 hours prior to the scheduled meeting.

Meetings are held in wheelchair accessible locations.

Any public records distributed to the Board of Trustees less than 72 hours in advance of the meeting, and relating to an open session item, are available for public inspection at the Office of the President during normal business hours.



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

BOARD OF TRUSTEES

MINUTES OF SPECIAL MEETING

January 29, 2020

The Board of Trustees of the Butte-Glenn Community College District met on Wednesday, January 29, 2020, at 9:00 AM, in the Board Room at Butte College in Oroville, California.

Board Members Present Mr. John Blacklock, President
Mr. John Dahlmeier, Vice President
Ms. Julie Boss, Clerk
Mr. Michael Boeger
Mr. Rick Krepelka
Mr. Eugene Massa
Mr. William McGinnis

Board Member Absent Mr. Jimmy Vega, Student Trustee

Foundation Board Present Mr. Stan Thompson, President
Ms. Cindy Foor, Vice President
Ms. Trish Dunlap, Secretary/Treasurer
Mr. Dan Alexander, Past President
Mr. R. Scott Chalmers
Mr. Steve DeMaggio, MSC Representative
Ms. Susan Donohue
Ms. Ruth Ann Hansen, Classified Senate Representative
Mr. Tom Lando

Foundation Board Absent Ms. Monica Boeger-Terry
Mr. Patrick Christensen, Academic Senate Representative
Ms. Margaret Hughes
Mr. Troy Kidd

Staff Members Present Dr. Samia Yaqub, Superintendent/President
Ms. Virginia Guleff, Vice President
Mr. Allen Renville, Vice President
Mr. Greg Stoup, Vice President
Mr. Andy Suleski, Vice President
Ms. Lisa DeLaby, Director, Institutional Advancement
Ms. Shannon McCollum, Executive Assistant to the President and the Board of Trustees
Ms. Denise Adams, Dean of Instruction
Ms. Kim Jones, Director Facilities Planning & Management
Mr. Chris Madden, Technical Services Energy Analyst
Mr. Jim Nicholas, Director Business Services
Ms. Melissa Maxey, Account Clerk Senior
Ms. Corinne Martine, Program Administrator, Foundation

Guests None



Board President Blacklock led the Pledge of Allegiance to the Flag.

1. **Agenda Approval**

It was moved by Trustee Massa, seconded by Trustee Boeger, to approve the agenda as presented.

Motion carried unanimously.

2. **Communications from the Public**

There were no public comments.

3. **Butte-Glenn Community College District Board of Trustees and Butte College Foundation Board Joint Discussion**

Board President Blacklock provided welcome remarks and introduced the Foundation Board and Board of Trustees. Blacklock invited Foundation Board President Stan Thompson to speak about the Foundation. Mr. Thompson thanked the Trustees for this opportunity for collaboration. Dr. Samia Yaqub brought to the Board's attention a summary sheet of the Foundation finances and she introduced Lisa DeLaby, Director of Institutional Advancement. DeLaby presented on the endowment, scholarships, grants, as well as fundraising efforts and events. There was a general discussion on the Foundation goals and direction for the future.

Board President Blacklock recessed the meeting for a 10-minute break. The meeting reconvened at 10:30 AM.

4. **Updates from the President's Leadership Team**

Dr. Yaqub stated that this is an opportunity to provide an update on a couple of items to the Board and allow for a discussion.

Vice President Stoup provided an update on enrollments including trends and projections for the future. He also went into depth on enrollment history, planning process, and strategies to increase enrollment.

Vice President Andy Suleski provided an update on the Student Centered Funding Formula (SCFF) and how this relates to Butte College. Suleski went over the data trends over the past few years. He also let the Trustees know there would be no new changes to the SCFF. Suleski provided an update on the Governor's 2020-2021 budget proposal and how this affects Butte College.

Director of Facilities Planning and Management, Kim Jones, provided an update on options in Glenn County. Butte College is currently leasing an inefficient building that doesn't work for our students needs. She updated the Board on a potential property and options to build what is needed. Suleski went through options on how to fund a potential new property.

Board of Trustee President Blacklock recessed the meeting for lunch. The meeting reconvened at 12:50 PM.

There was a general conversation on building in Glenn County and if this is something we can afford at this time. The Board directed the President and her staff to move forward with additional planning and look into purchasing land for the Glenn County Center.

Ms. Jones update the Board on the Public Safety Power Shutdown (PSPS) and how to mitigate future shutdowns. Jones introduced Chris Madden, Technical Services Energy Analyst, who explained how Butte College is powered by PG&E and the details into the infrastructure.

Denise Adams, Dean of Instruction, gave an overview and future plans of Dual Enrollment.



Butte-Glenn Community College District
3536 Butte Campus Drive
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BOARD OF TRUSTEES

5. **Review of Board Code of Ethics**

The Board reviewed Board Policy 2715 – Board Code of Ethics and Administrative Procedure 2715 – Board Code of Ethics Violations.

The Trustees agreed that no changes were necessary at this time. If any changes or recommendations are needed, they will be submitted to staff to include as part of a future Board agenda.

6. **Update on 2019-2020 Board Goals**

Dr. Yaqub provided an update on the Board's progress toward completion of goals for 2019-2020. The Trustees requested a study session to discuss the direction of the Foundation as well as additional information on the Student Health Center and mental health services.

7. **Update on 2019-2020 Superintendent/President Goals**

Dr. Yaqub provided an update on her goals for 2019-2020. Dr. Yaqub discussed how each goal has either been completed or in the progress of completion.

8. **Adjournment**

Board President Blacklock adjourned the meeting at 2:46 PM.



MINUTES OF REGULAR MEETING

January 29, 2020

The Board of Trustees of the Butte-Glenn Community College District met on Wednesday, January 29, 2020, at 3:00 PM, in the Board Room at Butte College in Oroville, California.

Board Members Present Mr. John Blacklock, President
Mr. John Dahlmeier, Vice President
Ms. Julie Boss, Clerk
Mr. Michael Boeger
Mr. Rick Krepelka
Mr. Eugene Massa
Mr. William McGinnis

Board Member Absent Mr. Jimmy Vega, Student Trustee

Staff Members Present Dr. Samia Yaqub, Superintendent/President
Ms. Virginia Guleff, Vice President
Mr. Allen Renville, Vice President
Mr. Greg Stoup, Vice President
Mr. Andy Suleski, Vice President
Mr. Kenneth Bearden, Academic Senate President
Mr. Peter Dahl, Classified Senate President
Ms. Denise Adams, Dean of Instruction
Ms. Melissa Cafferata-Ainsworth, Admin Secretary to the Dean
Mr. Tim Calhoon, Executive Director CCC Technology Center
Mr. Casey Carlson, Chief of Police
Ms. Elizabeth Connors, Manager Information Technology
Ms. Lisa DeLaby, Director Institutional Advancement
Ms. Teresa Doyle, Dean of Instruction
Ms. Kim Jones, Director, Facilities Planning & Management
Mr. Joel Keebler, Dean of Instruction
Ms. Christie Lee, Office Coordinator Facilities
Mr. Chris Little, Executive Director of Human Resources
Ms. Andrea Mox, Chief Technology Officer
Dr. Carrie Monlux, Dean of Instruction
Mr. Jim Nicholas, Director Business Services
Ms. Shaaron Vogel, Faculty and BCEA Board

Guests Brian Dauer, Oracle

Trustee Dahlmeier led the Pledge of Allegiance to the Flag.

1. **Agenda Approval**

It was moved by Trustee Boss, seconded by Trustee Massa, to approve the agenda as presented.
Motion carried unanimously. Student Trustee not present.



2. **Communications from the Public – Consent Agenda Items**

There were no public comments.

3. **Approval of Consent Agenda, Item 20-7927 to 20-7935**

It was moved by Trustee McGinnis, seconded by Trustee Dahlmeier, to approve the consent agenda as presented.

Motion carried unanimously. Student Trustee not present.

4. **Information Reports**

Academic Senate President's Report – Kenneth Bearden

Mr. Bearden stated Academic Senate had a great assembly where they honored Emeritus faculty Mark McKinnon as well as Katherine MacKinnon who was honored by the California Association for Postsecondary Education and Disability for her excellence in teaching.

Classified Senate President's Report – Peter Dahl

Mr. Dahl notified the Board that Classified Senate gave away over 1500 scantrons to students during finals week. They also supplied students with hot chocolate, coffee, and snacks. He reminded the Board about their fundraiser tomorrow.

Student Trustee Comment – Jimmy Vega

Not present

Superintendent/President's Report – Dr. Samia Yaqub

Dr. Yaqub introduced the new Science, Technology, Engineering, and Math dean, Joel Keebler. She gave a brief history of his experience. She notified the Board of Vice President Al Renville's retirement after 45 years. She stated Mr. Renville has worked under every President Butte College has had. Accreditation site visit is spring 2022. Butte ACCCJC accreditation liaison, VP Gohar Mumjian, will provide training on February 10, 2020 to prepare for the site visit. Board President John Blacklock will be a part of the accreditation team. Dr. Yaqub proudly showed the Board the Chico Chamber of Commerce Business Advocate of the Year awarded to Butte College. She concluded her report by updating the Board on Guided Pathways and AB 705.

Board Comments

Trustee Krepelka appreciated the presentations during the retreat and he's hopeful for the future. Trustee Boss attended the 2020 Effective Trusteeship Workshops and is proud to be a part of Butte college and work with great people. Trustee McGinnis showed the Board the book *Team Leadership in Community Colleges*, that Dr. Yaqub and Mr. McGinnis authored a chapter in. Trustee Boeger thanked Al Renville for his 45 years of service to Butte College. Board President Blacklock stated he was looking forward to serving on the accreditation committee and he appointed Trustee McGinnis and himself to participate in the Trustee Fellowship offered by the Chancellor's Office.

5. **Communications from the Public – Items Not on the Agenda**

There were no public comments.

6. **Contracts**

Approval of Contracts, Item 20-7936

It was moved by Trustee McGinnis, seconded by Trustee Massa, to approve the contracts listed on the Contracts Approval Report and authorize the Superintendent/President or designee to enter into the contracts and execute necessary contract documents.

Motion carried unanimously. Student Trustee not present.



Approval to Purchase Information Technology Services from Veridion Security, Inc. utilizing CMAS Contract Number 3-18-70-3410B, Item 20-7937

It was moved by Trustee Dahlmeier, seconded by Trustee Krepelka, to approve the purchase of the additional required information technology services from Veridion Security, Inc., utilizing CMAS Contract Number 3-18-70-3410B, per the terms of the contract, for the term of July 1, 2019 through June 30, 2020, in the additional amount not to exceed \$100,000, contingent upon available funding and contingent upon successful completion of negotiation of terms with the contractor and authorize District staff to execute the necessary contract documents related to the purchase of information technology goods and services from Veridion Security, Inc., in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting.

Motion carried unanimously. Student Trustee not present.

7. **Finance**

Adoption of the 2020-21 Budget Criteria, Item 20-7938

It was moved by Trustee Boeger, seconded by Trustee McGinnis, to adopt the Budget Criteria for 2020-21.

Motion carried unanimously. Student Trustee not present.

Acceptance of 2018-19 Independent Audit Report and Measure J Financial and Performance Audit Reports, Item 20-7939

It was moved by Trustee Boeger, seconded by Trustee Krepelka, to accept the Butte-Glenn Community College District's independent audit report and the independent financial and performance audit reports of the Measure J general obligation bonds for the year ending June 30, 2019.

Trustee Boeger stated Krepelka and he met with the auditors and this is a clean audit. He commended the staff who worked on this. Trustee Krepelka thanked VP Suleski and his staff.

Motion carried unanimously. Student Trustee not present.

8. **Institutional Effectiveness**

Approval of Educational Master Plan, Item 20-7940

It was moved by Trustee Boss, seconded by Trustee Dahlmeier, to approve the Educational Master Plan.

Trustee Boss stated the Educational Master Plan is an impressive document. Trustee McGinnis remarked that master plans set the stage and great plans drive the future of the college. He praised this Educational Master Plan.

Motion carried unanimously. Student Trustee not present.

9. **Instruction**

Approval of Resolution No. 786: Authorization to Amend California State Preschool Program (CSPP) Contract, Item 20-7941

It was moved by Trustee McGinnis, seconded by Trustee Dahlmeier, to adopt Resolution 786 to amend the contract between Butte College Child Development Center and California State Preschool Program, reducing the original contract days due to emergency closure.

Motion carried by the following roll call vote:

Ayes – Trustees Blacklock, Dahlmeier, Boss, Krepelka, Boeger, Massa, and McGinnis

Nos – none

Absent – Student Trustee Vega



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

BOARD OF TRUSTEES

10. **Closed Session**

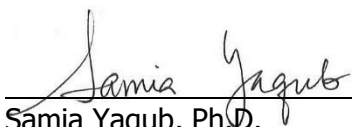
There was no closed session.

11. **Adjournment**

Board President Blacklock adjourned the meeting at 3:35 PM.

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

February 19, 2020

Subject: Approval of Warrants	Item No: 20-7942 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Finance	Action <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Information <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

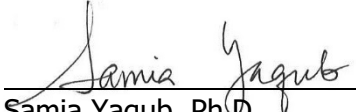
It is recommended that the Board of Trustees approve the vendor, payroll, and financial aid warrants for the period of January 11, 2020 to February 4, 2020.

Type of Warrant	Check/Voucher Sequence	Total
Vendor	654162 - 654926	\$ 10,547,223.87
Payroll	522197 - 522204	\$ 2,724,888.58
Financial Aid	309232 - 312431	\$ 3,867,666.28

Warrant registers are available for review in the Business Office.

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

February 19, 2020

Subject: Ratification of Contracts	Item No.: 20-7943 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Contracts	Action <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Information <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

Pursuant to Board Policy 6340, the Board has delegated the authority to enter into contracts on behalf of the District to the Superintendent/President or designee. Contracts made pursuant to such delegation are not enforceable obligations until the Board ratifies them.

Status

The attached Contracts Ratification Report represents contracts entered into on behalf of the District during the month of January 2020. The Superintendent/President or Vice President for Administration has executed the necessary documents.

Recommendation

It is recommended that the Board of Trustees ratify the contracts presented on the attached Contracts Ratification Report.

CONTRACTS RATIFICATION REPORT
Contracts Signed by the Superintendent/President or Vice President for Administration
January 2020

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue / (Cost)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
1/23/20	1/23/20	Lorene Fisher	Speaker for AS officer spring training	(\$896.00)	Fiduciary	Student Life	Renville
1/22/20	1/22/20	Conner Wenzel	Safe Zone Training at Office of Student Life	(\$450.00)	Fiduciary	Student Life	Renville
1/17/20	1/17/20	Conner Wenzel	Safe Zone Training at Main Campus	(\$450.00)	Restricted General	Student Equity and Achievement	Renville
11/6/19	11/6/19	Siana Sonoquie	Amendment to Contract for Independent Contractor Services changing service date	\$0.00	Restricted General	Student Equity and Achievement	Renville
2/12/20	2/13/20	Alicia Mountain	Diversity Speaker Series	(\$2,500.00)	Restricted General	Student Equity and Achievement	Renville
3/4/20	3/4/20	Angie Sijun Lou	Diversity Speaker Series	(\$2,000.00)	Restricted General	Student Equity and Achievement	Renville
1/24/20	1/24/20	Alexis Marvier	Services supporting Public Safety Dispatcher Course	(\$440.00)	Unrestricted General	Public Safety Education Training Center	Guleff
1/27/20	1/27/20	Samaria Arnold	Live music for student welcome	(\$500.00)	Fiduciary	Student Life	Renville
1/1/20	6/30/21	Daniela Morcos-Gannon, MD	Clinical Experience Agreement for Health Occupations Programs	\$0.00	Unrestricted General	Nursing	Guleff
1/2/20	8/31/20	TransACT Communications Canada Ltd., d/b/a RightLabs	CampusRight Graduation RSVP Cloud-based Platform	(\$2,500.00)	Unrestricted General	Student Services	Renville
12/16/19	12/15/22	Strata Information Group	Colleague Financial Aid Consulting	(\$160)/hour plus travel expenses NTE (\$24,080.00)	Unrestricted General	Financial Aid	Renville
1/17/20	Until Terminated	NorCal Services for Deaf and Hard of Hearing	Interpreter Services	Expense based on services rate schedule	Unrestricted General	Human Resources	Suleski
1/8/20	6/30/20	CWDL, Certified Public Accountants	Amendment to Contract for Independent Audit Services extending Term	(\$45,597.00)	Unrestricted General	Business Services	Suleski
1/23/20	10/31/21	Citibank, N.A.	Amendment to Statewide Travel Program Agreement extending Term	\$0.00	Unrestricted General	Business Services	Suleski
12/1/19	12/31/20	Feather River Community College District	Allocation Agreement for Strong Workforce Program North Far North Regional Consortium 2018/20 Projects In Common Marketing	(\$20,000.00)	Restricted General	Career and Technical Education	Guleff
12/1/19	12/31/21	Feather River Community College District	Allocation Agreement for Strong Workforce Program North Far North Regional Consortium-2019/21 Projects In Common Marketing	(\$20,000.00)	Restricted General	Career and Technical Education	Guleff
12/1/19	12/31/20	Feather River Community College District	Allocation Agreement for Strong Workforce Program North Far North Regional Consortium 2018/20 Projects In Common Professional Development	(\$10,000.00)	Restricted General	Career and Technical Education	Guleff
12/1/19	12/31/21	Lassen Community College District	Allocation Agreement for Strong Workforce Program North Far North Regional Consortium Projects In Common Healthcare	(\$30,000.00)	Restricted General	Career and Technical Education	Guleff
12/1/19	12/31/20	Woodland Community College	Allocation Agreement for Strong Workforce Program North Far North Regional Consortium 2018/20 Projects In Common Professional Development	(\$10,000.00)	Restricted General	Career and Technical Education	Guleff

Butte-Glenn Community College District

CONTRACTS RATIFICATION REPORT

**Contracts Signed by the Superintendent/President or Vice President for Administration
January 2020**

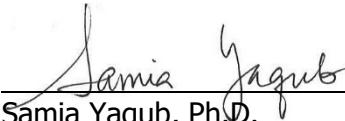
Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue / (Cost)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
12/1/19	12/31/20	Woodland Community College	Allocation Agreement for Strong Workforce Program North Far North Regional Consortium 2018/20 Projects In Common Marketing	(\$20,000.00)	Restricted General	Career and Technical Education	Guleff
12/1/19	12/31/21	Woodland Community College	Allocation Agreement for Strong Workforce Program North Far North Regional Consortium 2019/21 Projects In Common Marketing	(\$20,000.00)	Restricted General	Career and Technical Education	Guleff
12/1/19	12/31/20	Shasta Tehama Trinity Community College District	Allocation Agreement for Strong Workforce Program North Far North Regional Consortium 2018/20 Projects In Common Professional Development	(\$10,000.00)	Restricted General	Career and Technical Education	Guleff
12/1/19	12/31/20	Shasta Tehama Trinity Community College District	Allocation Agreement for Strong Workforce Program North Far North Regional Consortium 2018/20 Projects In Common Marketing	(\$20,000.00)	Restricted General	Career and Technical Education	Guleff
12/1/19	12/31/21	Shasta Tehama Trinity Community College District	Allocation Agreement for Strong Workforce Program North Far North Regional Consortium 2019/21 Projects In Common Marketing	(\$20,000.00)	Restricted General	Career and Technical Education	Guleff
7/1/19	12/31/21	Gateway Community Charters on behalf of Sacramento Academic and Vocational Academy	Grant Agreement for K-12 Strong Workforce Program North Far North Regional Consortium	(\$520,000.00)	Restricted General	Career and Technical Education	Guleff
1/1/20	12/31/20	Oroville Union High School District	Allocation Agreement for California Adult Education Program to provide data and reporting services	(\$20,000.00)	Restricted General	Career and Technical Education	Guleff
1/1/20	6/30/20	DK Web Design	Website redesign for the Butte Glenn Adult Education Consortium website	(\$7,319.00)	Restricted General	Career and Technical Education	Guleff
12/19/19	6/30/20	Shasta Tehama Trinity Community College District	Community Education to offer Pilot IV certification & blood withdrawal course	(\$5,000.00)	Restricted General	Regional Directors/Employer Engagement Health	Guleff
3/1/20	5/15/20	Daniel Doble	Consulting to develop medical front office course	(\$1,000.00)	Restricted General	Regional Directors/Employer Engagement Health	Guleff
12/1/19	6/30/20	Shasta Tehama Trinity Community College District	Community Education to offer Medical Assistant Certification Review course	(\$1,200.00)	Restricted General	Regional Directors/Employer Engagement Health	Guleff
1/1/20	6/30/20	SpaceData, LLC	TrackPoint Database maintenance, training and technical support	(\$2,500.00)	Restricted General	Contract Ed	Guleff
12/16/19	6/30/20	Shawn Jordison	Amendment to Subcontract Agreement for services supporting CCC Accessibility Center increasing Fee	(\$44,625.00)	Restricted General	CCC Technology Center	Stoup
2/6/20	2/7/20	The Inn Off Capitol Park	Hotel Agreement for Library Services Program governance meeting	Est. (\$1,900.00)	Restricted General	CCC Technology Center	Stoup
1/2/20	6/30/20	Diana Bishop dba Scribbleware, Inc.	Amendment to Subcontract Agreement for technical writing services changing Contractor official name	\$0.00	Restricted General	CCC Technology Center	Stoup
1/1/20	6/30/20	Michael James Johnson	Subcontract Agreement to provide professional services in Website Accessibility, Assistive Technology, and Alternate Media for CCC Accessibility Center	(\$52,000.00)	Restricted General	CCC Technology Center	Stoup

CONTRACTS RATIFICATION REPORT
Contracts Signed by the Superintendent/President or Vice President for Administration
January 2020

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue / (Cost)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
1/1/20	6/30/20	Brandon Dudley	Subcontract Agreement to provide professional services to assist Library Services Program project implementation and support, professional development, and Network Zone policies	(\$3,000.00)	Restricted General	CCC Technology Center	Stoup
1/23/20	1 year from purchase date	Setasign GmbH & Co KG	Software License Agreement for FPDFI PDF Parser Developer	(\$110.50)	Restricted General	CCC Technology Center	Stoup
1/28/20	1 year from purchase date	PlexTrac, LLC	PlexTrac reporting platform and client portal license terms and conditions	(\$6,000.00)	Restricted General	CCC Technology Center	Stoup
1/28/20	1 year from purchase date	CDW●G LLC	Terms and Conditions of Purchase	(\$615.93)	Restricted General	CCC Technology Center	Stoup
1/28/20	1 year from purchase date	JetBrains Americas, Inc.	Terms and Conditions of Purchase, Toolbox Subscription Agreement for Education and JetBrains User Agreement for JetBrains PhpStorm licenses	\$0.00	Restricted General	CCC Technology Center	Stoup
1/2/20	1/3/20	Voltage Specialists	Install emergency PA Speakers at Kinesiology and Athletic Performance Center building and connect to EPAS	(\$10,445.00)	Measure J	Facilities Planning & Management	Suleski
1/2/20	1/3/20	Voltage Specialists	Install emergency PA Speakers at new Welding building and connect to EPAS	(\$10,445.00)	Measure J	Facilities Planning & Management	Suleski
1/13/20	2/28/20	Voltage Specialists	Install new video surveillance system at Glenn Center	(\$16,683.00)	Unrestricted General	Facilities Planning & Management	Suleski
12/16/19	3/30/20	North State Electric & Pump	Repairs to Well #1	(\$10,169.44)	Measure J	Facilities Planning & Management	Suleski
12/9/19	1/3/20	Sierra Range Electric	Install UPS in Technology Room 136	(\$11,237.00)	Measure J	Facilities Planning & Management	Suleski
12/23/19	3/1/20	Martin Construction	Install sink in AHPS 208	(\$24,131.00)	Measure J	Facilities Planning & Management	Suleski
1/1/20	1/31/20	Martin Construction	Remove drop edge on counter for accommodation request	(\$614.00)	Restricted General	Facilities Planning & Management	Suleski
12/23/19	3/1/20	Martin Construction	Construct office in SAS 111A	(\$15,375.00)	Unrestricted General	Facilities Planning & Management	Suleski
1/1/20	1/31/20	Martin Construction	Demolition and reconstruction in AHPS 113	(\$6,446.00)	Capital	Facilities Planning & Management	Suleski

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

February 19, 2020

Subject: Approval of New Courses	Item No: 20-7944 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Office of Instruction	Action Regular <input checked="" type="checkbox"/> <input type="checkbox"/> Information Consent <input type="checkbox"/> <input checked="" type="checkbox"/>
Submitted By: Virginia Guleff Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

The course described in the attached has been developed by the Respiratory Care department to upgrade their present curriculum.

RT 118 – Respiratory Care Pharmacology

This course is designed to provide Respiratory Therapy students with the necessary skill set to be successful in the area of pharmacology within their major, and employment.

Status

The appropriate instructional area on campus and the Curriculum Committee have approved the attached course.

Recommendation

It is recommended that the Board of Trustees approve the new course as described in the attached.

NEW COURSES

RESPIRATORY THERAPY (RT)

RT 118 – Respiratory Care Pharmacology

3.0 Unit(s)

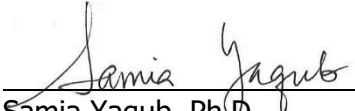
Transfer Status: CSU

51 hours Lecture

This course introduces students to fundamental pharmacological concepts and applied pharmacology. Emphasis will be placed on drug action and interaction as well as the practical aspects of routes of administration.

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

February 19, 2020

Subject: Approval of Fall 2019 Curriculum Activity: Course and Program Modifications	Item No: 20-7945 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Instruction	Action Regular <input checked="" type="checkbox"/> <input type="checkbox"/> Information Consent <input type="checkbox"/> <input checked="" type="checkbox"/>
Submitted By: Virginia L. Guleff Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

Board Policy 4020 – Program, Curriculum, and Course Development states: The Faculty Senate Curriculum Committee will review and approve all curriculum proposals in cooperation with the Vice President of Instruction. The Board shall rely primarily on the advice of the Academic Senate on all matters pertaining to the curriculum.

The District will be reporting all curriculum activity (courses and programs) to the Board twice a year. Fall activity will be reported the following Spring; Spring activity will be reported the following Fall. Attached is the Fall 2019 curriculum activity.

Status

The appropriate instructional areas on campus and the Academic Senate Curriculum Committee have approved the attached curriculum activity. The Vice President of Instruction concurs with these approvals.

Recommendation

It is recommended that the Board of Trustees approve the Fall 2019 curriculum activity as described in the attached.

Fall 2019 Curriculum Course Modifications

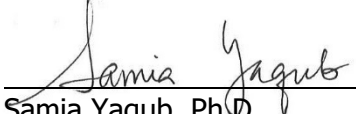
Curriculum Consent Agenda Date	Course	Title	Major/Minor/Delete	Course	Title	Units	Hours	Prereq	Coreq	Description	Objectives	Unit Titles	Methods	Assignments	Materials
09.09.19	MATH 17	Investigative Introductory Statistics	Major	x	x					x			x		x
09.09.19	ASL 4	American Sign Language IV	Minor												x
09.09.19	CHEM 11	Introduction to Chemistry	Minor												x
09.09.19	ENGL 6	Creative Writing	Major					x							x
09.09.19	ENGL 14	U.S. Literature I	Minor												x
09.09.19	ENGL 2	Reading and Composition	Minor												x
09.09.19	ENGL 4	Introduction to Literature	Minor												x
09.09.19	ECON 4	Principles of Microeconomics	Minor												x
09.09.19	MATH 7	Formal Logic and Writing	Minor												x
09.09.19	ENGL 11	Communication and Critical Thinking	Minor												x
09.09.19	EMS 111	Emergency Medical Technician	Major			x	x					x	x		x
12.02.19	KIN 15B	Theory of Football II	Minor												x
10.21.19	CSCI 23	Systems Analysis and Design	Major					x							
10.21.19	EH 22	Landscape Construction	Major				x						x		x
12.02.19	HIST 18	Multicultural History of the U.S.	Minor							x	x	x	x	x	x
12.02.19	FSC 106	Firefighter I Academy	Major				x				x		x	x	x
12.02.19	RT 110	Fundamentals of Respiratory Care	Minor						x						x
12.02.19	RT 115	Clinical Preparation for Respiratory Care	Major					x			x				x
12.02.19	RT 120	Concepts in Respiratory Care	Major						x						x
12.02.19	RT 125	Introduction to Clinical Respiratory Care	Major						x						x
12.02.19	RT 135	Fundamentals of Clinical Respiratory Care	Major					x			x				x
12.02.19	RT 128	Respiratory Care Pharmacology	Deletion												
12.02.19	ECON 2	Principles of Macroeconomics	Minor												x
12.02.19	ENGL 8	British Literature I	Minor												x
12.02.19	ENGL 10	British Literature II	Minor												x
12.02.19	ENGL 16	U.S. Literature II	Minor												x
12.02.19	CSCI 22	Discrete Structures	Major					x							

Fall 2019 Curriculum Program Modifications

Curriculum Consent Agenda Date	Type	Program	Major/Minor/Delete	New Units	Existing Units	Core Requirements	Electives	PLOs	Other
10.21.19	AS-T	Administration of Justice	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AS	Agricultural Business	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AS-T	Agriculture Business	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AS	Agriculture and Natural Resources	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AS-T	Agriculture Plant Science	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AA-T	Journalism	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AA-T	Anthropology	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AS	Business Administration	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AS-T	Business Administration	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AA-T	Economics	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AS	Environmental Science	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AA-T	Kinesiology	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AS-T	Mathematics	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AS	Nutrition & Food Science	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AS	Physical Science	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AA-T	Political Science	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AS	Physical Education: Exercise Physiology	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AS	Computer Information Systems	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AA-T	Psychology	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AA-T	Sociology	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AS-T	Nutrition and Dietetics	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AA-T	Child and Adolescent Development	Major			x			Addition of MATH 17 as an "or" option to Math 18
10.21.19	AS-T	Public Health Science	Major			x			Addition of MATH 17 as an "or" option to Math 18
12.02.19	AS	Paramedic	Minor						Program page update to reflect change in hours
12.02.19	AS	Respiratory Care	Major			x			Program page update
12.02.19	CA	Respiratory Care	Major			x			Program page update

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

February 19, 2020

Subject: Authorization of Out of State Student Travel for the Forensics Team to Albuquerque, NM	Item No: 20-7946 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Instruction	Action Regular <input checked="" type="checkbox"/> <input type="checkbox"/> Information Consent <input type="checkbox"/> <input checked="" type="checkbox"/>
Submitted By: Virginia L. Guleff Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

The National Forensics (Speech and Debate) Phi Rho Pi Tournament for the 2019-2020 competitive season is being held from April 5 through April 11, 2020, in Albuquerque, New Mexico. Students who attend this tournament have qualified by placing in their competitive events throughout the year, beating other students from across the North State. Students get to see a variety of styles that vary by region across the United States, expand their academic networks, and compete for trophies.

Status

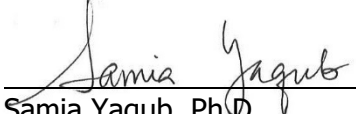
Butte College Forensics Team students will be participating in the National Forensics Tournament from April 5 through April 11, 2020, in Albuquerque, New Mexico. No District funds will be used for student travel.

Recommendation

It is recommended the Board authorize out of state travel to Albuquerque, NM, for the Forensics Team students accompanied by Shannan Troxel-Andreas, Speech and Debate Instructor/Forensics Team Coach.

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

February 19, 2020

Subject: Authorization for International Travel for Study Abroad Program to Costa Rica	Item No: 20-7947 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Instruction	Action Regular <input checked="" type="checkbox"/> <input type="checkbox"/> Information Consent <input type="checkbox"/> <input checked="" type="checkbox"/>
Submitted By: Virginia L. Guleff Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

Since 2006 Butte College has offered a unique inter-disciplinary Study Abroad program to increase global awareness and Spanish language competency. In keeping with the College’s strategic direction to increase global awareness in our students and faculty, a study abroad trip to Costa Rica is planned for summer 2020. In addition, students fulfill general education requirements and progress toward attaining their AA-T in Spanish and/or their certificate in Peace and Global Studies.

Status

Travel Dates: June 14 – July 12, 2020

Number of Students: Minimum enrollment is 15; maximum is 25

In Costa Rica students will have the opportunity to visit the United Nations University for Peace (UPEACE) as well as model intentional communities, whose work focuses on bringing forth a sustainable global society founded on respect for nature, universal human rights, economic justice and a culture of peace. Students live with Costa Rican families and study at one of the best Spanish language schools in the country. They practice their Spanish constantly in and out of the classroom and participate in many cultural experiences. Integrating Total Immersion Spanish and Interdisciplinary Studies 90 (Cultural Topics) is key to the program. Students are given a valuable educational opportunity wherein they learn about Costa Rica’s natural wonders, biodiversity and culture of peace, they visit sustainable farms and communities, and they study Spanish in small-group intensive format. The expected accomplishments of this year’s Study Abroad experience are in keeping with the student learning outcomes of the program.

There will be several pre-departure orientation meetings during the spring 2020 Semester. Students will take the following courses: One Spanish class of: SPAN 1, 2, 3, 4 (four-unit courses) or SPAN 14 (three-unit course) and Interdisciplinary Studies IDST 90 – Cultural Topics (one unit).

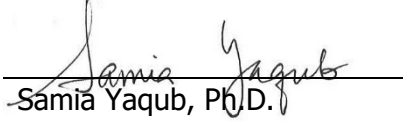
No District funds will be used for student travel.

Recommendation

It is recommended the Board authorize international travel to Costa Rica for the Study Abroad students and Ileana Gantt and Gema Haraugty as their instructors from June 14, 2020 through July 12, 2020.

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

February 19, 2020

Subject: Authorization for International Travel for Faculty Member	Item No: 20-7948 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Instruction	Action <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Information <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Virginia L. Guleff Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

Olav Smith has been selected to present his paper on Royce and Lara at the March 5-7, 2020 meetings of the Society for Advancement of American Philosophy in San Miguel de Allende, Mexico.

Status

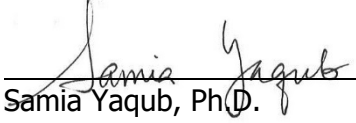
Dr. Smith's travel will be partially funded by the Philosophy Department, up to \$500.

Recommendation

It is recommended the Board authorize international travel for Dr. Olav Smith to attend the 2020 meetings of the Society for Advancement of American Philosophy in San Miguel de Allende, Mexico.

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

February 19, 2020

Subject: Approval for Faculty Using Accumulated Load Bank	Item No: 20-7949 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Instruction	Action Regular <input checked="" type="checkbox"/> <input type="checkbox"/> Information Consent <input type="checkbox"/> <input checked="" type="checkbox"/>
Submitted By: Virginia L. Guleff, Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

All unit members, both teaching and student development, regardless of regular work duties, may bank classes they teach. Banked leaves will not constitute a break in service and are given for the purpose of taking banked time from job responsibilities with full pay and fringe benefits to engage in endeavors of personal importance, including but not limited to professional improvement.

Status

The Leave, Tenure and Professional Advancement (LTPA) Committee along with the CIO and the Superintendent/President reviewed and approved the Application for Use of Accumulated Banked Time.

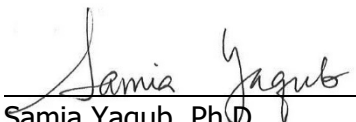
Recommendation

It is recommended that the Applications for Use of Accumulated Banked Time be approved for:

<u>Instructor</u>	<u>Discipline</u>	<u>Term Used</u>	<u>Load Used</u>
Mistry, Shahroukh	Biology	Spring 2020	41.56
Riley, Mimi	Sociology	Fall 2020	20.00

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

February 19, 2020

Subject: Approval of Fall 2020 Academic Sabbatical Leave Request – Andrea White	Item No: 20-7950 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Instruction	Action <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Information <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Virginia L. Guleff Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

In compliance with the Butte College Education Association (BCEA) contract, Andrea White has submitted a request for Sabbatical Leave for the Fall 2020 semester.

Dr. White states in her leave request that due to the continuing and rapid advances in the fields of cellular and molecular biology, the laboratory curriculum for BIOL 41 – Cellular and Molecular Biology is in constant need of revision and updating to ensure preparation of students for the upper division courses they will be transferring into at UC or CSU campuses.

Dr. White plans to design and write new laboratory curriculum for the Cellular and Molecular Biology course (BIOL 41). She will also conduct research on cellular and molecular biology topics in the laboratory of Dr. Kristopher Blee at CSU, Chico. The current laboratory manual that she has continually revised during the seven years she has been teaching the course at Butte College now needs a complete overhaul to ensure currency and relevancy of curriculum.

The redesigned curriculum will better serve a recent change in the student demographic taking the course. BIOL 41 has previously been taught as a capstone class so students had a significant amount of preparation prior to taking the course. With a recent restructuring of the introductory biology sequence, this course is now the first of a three-course sequence to align with how courses are offered at most four-year institutions.

Dr. White will also conduct research in an active molecular biology lab at CSU, Chico that will introduce her to new topics and techniques that can be incorporated into her classroom curriculum which will benefit her future students.

Status

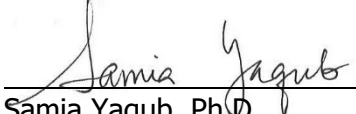
The Leave, Tenure and Professional Advancement (LTPA) Committee along with the Chief Instructional Officer reviewed the request and submitted their recommendation for consideration to the Superintendent/President.

Recommendation

It is recommended that the Sabbatical Leave Request be approved for Dr. Andrea White.

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

February 19, 2020

Subject: Approval of Spring 2021 Academic Sabbatical Leave Request – Justin Wentzell	Item No: 20-7951 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Instruction	Action Regular <input checked="" type="checkbox"/> <input type="checkbox"/> Information Consent <input type="checkbox"/> <input checked="" type="checkbox"/>
Submitted By: Virginia L. Guleff Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

In compliance with the Butte College Education Association (BCEA) contract, Justin Wentzell has submitted a request for Sabbatical Leave for the Spring 2021 semester. Mr. Wentzell’s sabbatical request proposes to do research on language learning in South America. Since Butte College has become a Hispanic Serving Institution (HSI), there is increased interest in the development of a Spanish for Heritage Speakers program. In preparation for this work, Mr. Wentzell plans to attend an Annual Symposium on Spanish as a Heritage Language at the University of New Mexico in Albuquerque.

The objectives of this Sabbatical are to study methodologies of teaching Spanish to Spanish speakers in Peru and of teaching foreign languages (such as English and French) to Spanish speakers by cultural and linguistic immersion in South America, particularly in the Peruvian culture and dialect. Through his research and experience abroad with native Spanish speakers, he will further increase his understanding of how to best serve our Latinx population at Butte College.

Upon his return, Mr. Wentzell plans to present a flex workshop for all interested faculty and administrators. He will also present his research to his department in their Fall 2021 retreat so all instructors can benefit from the information gleaned from his research. If possible, he plans to document his trip in a video diary that could also be shared in flex workshops, departments meetings, or on our website (depending on the availability of technology).

Status

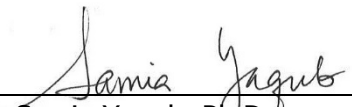
The Leave, Tenure and Professional Advancement (LTPA) Committee along with the Chief Instructional Officer reviewed the request and submitted their recommendation for consideration to the Superintendent/President.

Recommendation

It is recommended that the Sabbatical Leave Request be approved for Justin Wentzell.

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

February 19, 2020

Subject: Probationary Faculty First and Second Year Recommendations, 2019-2020	Item No: 20-7952 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Instruction	Action Regular <input checked="" type="checkbox"/> <input type="checkbox"/> Information Consent <input type="checkbox"/> <input checked="" type="checkbox"/>
Submitted By: Virginia L. Guleff Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

Under the provisions of the Butte College CTA/BCEA Contract Sections 6.6.7, 6.6.10, 6.10, and 6.10.4, probationary faculty members were evaluated prior to the end of the fall 2019 term. Those evaluations were submitted by the Evaluation Team for each probationary faculty member to the Leave, Tenure and Professional Advancement Committee (LTPA) with recommendations regarding each individual faculty member’s employment status for the next year. The LTPA Committee submitted its recommendation to the Superintendent/President.

Upon review of these recommendations, the Superintendent, in accordance with Education Code Sections 87607-87609, makes recommendations to the Governing Board regarding continued employment of probationary faculty members, and the Board acts at its discretion.

Status

The Superintendent/President has reviewed the recommendations of the LTPA Committee and forwards the following recommendations to the Board of Trustees.

Recommendation

It is recommended that the following first-year, first contract, probationary faculty members be granted a one-year second probationary contract for 2020-2021.

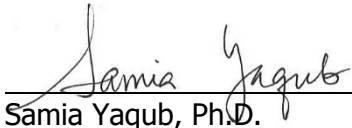
Jennifer Bryant, Dillon Carroll, Matthew Cervantes, Julio Delgado, Kelleen Galli, Analia Martinez, Patrick McDougall, Nathen Murawski, William Silliman, Llael Valle, Kia Vang, Jacob Vazquez, Thomas Wycoff.

The BCEA Contract provides that at the conclusion of the second year, a faculty member is offered a contract for years three and four. It is recommended that the following second-year, second contract, probationary faculty members be granted a two-year third probationary contract for years 2020-2021 and 2021-2022.

Ripandeep Aulakh, Jennifer Charles-Tollerup, Mandeep Grewal, Julie Jenks, Kim Kirkwood, John LaPine, Sarah Lee, Rita Nutsch, Angela Ohland, Russell Pitter, John Pothier, Amanda Runyan, Henry Sanchez, Melody Schmid, Sara Smallhouse, Robert Snelling, Serey Vann, Bobby Walden, and Mark Wilpolt.

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

February 19, 2020

Subject: Approval and/or Ratification of Personnel Actions	Item No: 20-7953 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Human Resources	Action Regular <input checked="" type="checkbox"/> <input type="checkbox"/> Information Consent <input type="checkbox"/> <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Recommendation

It is recommended that the Board of Trustees approve and/or ratify the personnel actions as follows:

Management*

1. Employment of Retention Specialist (MESA) – Luis Gonzalez
Part-time, 24 hours per week, 11 months per year
Salary: MSC - 4
Effective: February 3, 2020

Academic*

1. Assignment for LVN to Paramedic Program (8.48%) – Anna Opperman
Effective: February 28, 2020 – May 29, 2020
2. Assignment for Counseling Chair, III (Counseling & Advising) (12%) – Rachel Sicke
Effective: February 1, 2020 – May 29, 2020
3. Employment of Temporary Academic Employees (Instructors and Student Development) Part-Time Faculty recommended for employment effective Winter Semester 2020 – Edward Gilmette
4. Employment of Temporary Academic Employees (Instructors and Student Development) Part-Time Faculty recommended for employment effective Spring Semester 2020 Attachment "A".

Classified Employees*

5. Employment of Support Center Representative (Student Services) – Mitzi Felix, Vanessa Burns
Part-time, 24 hours per week, 12 months per year
Salary: CSEA - 18
Effective: March 2, 2020
6. Employment of Programmer/Analyst (IT) – Garreth Nedved
Full-time, 40 hours per week, 12 months per year
Salary: CSEA - 48
Effective: February 3, 2020

7. Employment of Lab Technician (Welding & Advanced Manufacturing) – Ryan Widmer
Full-time, 40 hours per week, 12 months per year
Salary: CSEA - 30
Effective: February 3, 2020
8. Permanent Voluntary Reassignment (Lateral Transfer to a Vacant Position) – Judy Higgins
Full-time, 40 hours per week, 12 months per year
From: Bus Operator (FPM)
To: Special Programs Clerk (DSPS)
Effective: February 2, 2020
9. Permanent Increase from 10 months per year to 12 months per year, Clinical Assistant (SHC) –
Vanessa Smith
Effective: June 1, 2020
10. Permanent Increase from 32 hours per week to 36 per hours per week, Administrative Secretary II (Inspiring Scholars) – Susan Roberts
Effective: February 2, 2020
11. Placement on 39 Month Re-Employment List, Bus Operator (FPM) – Judith Babler
Effective: January 23, 2020

Temporary Employees*

12. Substitutes

- Administrative Secretary II (A&R) – Eve Cha
Salary: \$20.00 per hour 2/1/20 – 6/30/20
- Custodian I (FPM) – Christopher Vicars
Salary: \$16.75 per hour 1/2/20 – 6/30/20
- FPM Assistant (FPM) – Christopher Vicars
Salary: \$17.25 per hour 1/2/20 – 6/30/20
- Custodian I (FPM) – Toni Bartolini
Salary: \$16.75 per hour 1/27/20 – 6/30/20
- Shipping/Receiving & Mail Services (FPM) – Jordan Yang
Salary: \$18.50 per hour 1/28/20 – 6/30/20

13. Professional Expert

- Nursing – Ashley Benson
Salary: \$45.00 per hour 1/27/20 – 6/30/2020
- Manipulative Skills/Evaluator – James Ryan, Mason James, Kelly Upson, Jacob Seubert, Stephen Pena, Joshua Pattee, James Stovall
Salary: \$14.50/\$16.75 per hour 1/30/20 – 6/30/20
- EMT/Paramedic – Vincent Tam, Marcus Rodarte, Daniel Lopes-Garcia
Salary: \$14.50 per hour 1/17/20 – 6/30/20
- Crime Scene Actor – Kourtney Velazquez, Mason Hatfield, William Robinson
Salary: \$13.00 per hour 1/30/20 – 6/30/20
- Sign Language Interpreting Services (HR) – Serena Smith
Salary: \$32.00 per hour 1/15/20 – 6/30/20

14. Retirements/Resignations

- Resignation, Administrative Secretary I (Student Success Services) – Tricia Nuki
Effective: February 1, 2020
- Resignation, Public Relations & Marketing Specialist – Rachel Granneman
Effective: February 15, 2020

*Contingent upon successful completion of background check. All regular salary placements will be in accordance with the rules and regulations for placement on the Board of Trustees approved salary schedules.

ATTACHMENT "A"

Adams, Idalene
Alexander, Jesse
Allen, Margaret
Altman, Daphine
Anderson, Heidi
Anderson, Tiffani
Andrews, Leann
Appel, Rolfe
Araiza, Billie
Armstrong, Elizabeth
Arteaga, Rachel
Asbury, Timothy
Ashba, Tammy
Azevedo, Daniel
Baca, John
Bailey, David
Ball, Kenneth
Bantum, Camilla
Baroni, Stephen
Bartine, Kevin
Bass, Mark
Bastiani, Hilary
Basurto, Nathan
Battles, Cheryl
Baum, Sarah
Bearden, Stacy
Beck, Corinne
Belmonte, Linda
Beltran, Peggy
Berry, Joannie
Beveridge, David
Blachley, John
Bokavich, Casey
Bond, Joseph
Booth, Lillian
Boothe, Todd
Bootman, Scott
Bordin, Steven
Bordoli, Guy
Borgman, Anthony
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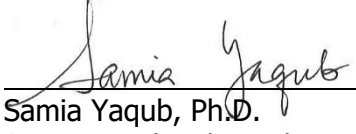
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Parsons, Michelle
Parsons, Sophia
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Peloso, Dominick
Peperkamp, Maximus
Pershing, Jeffrey
Person, Johnny
Peter, Eric
Peters, Mari
Peterson, Sue
Piazza, Jason
Pickering, Robert
Pierce, Robert
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Reizgevicute, Agne
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Rinehart, Robert
Rios, Albert
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Rix, Suzanne
Robertson, Craig
Robinson, Joanne
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Roeder, Miriam
Rogers, Greg
Rohrer, Judith
Ross, Stephen
Ruiz, David
Sachs, Pamela
Salindong, Anthony
Sandberg, Ross
Sanders, Allen
Sanfilippo, Dominic

Sanz, Valerie
Sbarbaro, Victor
Schildhauer, Cynthia
Schleiger, Rachel
Schmid, Joel
Schmidt, Rebecca
Schoelkopf, John
Scholar, Gary
Schreder, Karen
Schufft, Caitlyn
Schwyzer, Cedric
Scott, Michelle
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Seghieri, Richard
Shaffer, Richard
Shahid, Maria
Shaw, Julie
Sheldon, Jonathan
Shelly, Rebecca
Siegel, Joshua
Silliman, Miranda
Simpson, Bryan
Sjolund, Garrett
Skinner, Kelley
Smith, Eva
Smith, Kenneth
Smith, Olav
Smith, Shawn
Smith-Peters, Bruce
Spath, Lisa
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Spini, Larry
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St. Cin, Denise
Stephens, Bettye
Stevens, Belinda
Stevens, Robert
Stone, Gail
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Stoots, Chris
Strahan, Lori
Switzer, Charles
Szczepanski, Catherine
Tan, Huiyuan
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Teagarden, Katherine
Teixeira, Katharina
Teja, David
Tello, Bernadette
Thomas, Brian
Thomas, Michael

Thomas, William
Thompson, Daniel
Tochterman, Alan
Torgerson, Leasa
Townsley, Wesley
Traulsen, Andrew
Treuhaff, Melanie
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Westwood, Lisa
White, Jennifer
Wicks, Michael
Wilkins, Valinda
Williams, Dacia
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Wilson, Lauren
Wines, Jason
Winton, Jason
Winzenz, Thaddaeus
Wolfe, Matthew
Woodard, Tyler
Wright, Kathline
Wymore, Gretel
Xiong, Nao
Yang, Jiayu
Yeager, Melody
York, Kevin
York, Stayce
Young, Peter
Ziegenmeyer, Logan
Zuniga, Yvette

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

February 19, 2020

Subject: Approval of Contracts	Item No: 20-7954 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Contracts	Action Regular <input checked="" type="checkbox"/> Information Consent <input type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

Pursuant to Board Policy 6340, the Board has delegated the authority to enter into contracts on behalf of the District to the Superintendent/President or designee. Contracts for work to be done, services to be performed, or for goods, equipment, or supplies to be furnished or sold to the District that exceed the amounts specified in Public Contract Code Section 20651 require prior approval by the Board.

Pursuant to the District’s Informal Bidding Procedures under the Uniform Public Construction Cost Accounting Act, the Vice President for Administration or Director for Facilities Planning & Management are authorized to award contracts for public projects not exceeding the Informal Bid Limit prescribed by Public Contract Code Section 22032. Contracts for public projects that exceed the Informal Bid Limit require a formal bidding procedure and approval by the Board.

Status

The relevant amount specified in Public Contract Code Section 20651 as adjusted annually is currently \$95,200.00 for contracts to purchase equipment, materials, supplies, services, and repair. The relevant amount specified in Public Contract Code Section 22032 is \$200,000.00 for public projects contracts.

The District proposes to enter into the contract(s) described on the attached Contracts Approval Report. All contracts are put through an approval process which includes verification of funds available in the budget.

Recommendation

It is recommended that the Board of Trustees approve the contract(s) listed on the Contracts Approval Report and authorize the Superintendent/President or designee to enter into the contract(s) in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting, contingent upon available funding and contingent upon successful completion of negotiation of terms with the contractor(s).

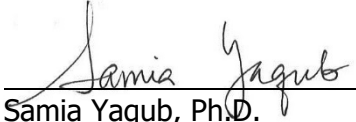
Butte-Glenn Community College District

CONTRACTS APPROVAL REPORT

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue / (Cost)	Funding Source	Originated by: District Department	Approved by: District Administrator
1/24/20	1/31/21	Employment Training Panel	Amendment to ETP Agreement Butte-Glenn Community College District Training Project for the reimbursement of training costs by the Panel from the Employment Training Fund to support California employers increasing Reimbursement	\$149,907.00	Restricted General	Contract Education	Guleff
2/20/20	6/30/20	California Department of Corrections and Rehabilitation	Amendment to Agreement to develop and provide courses in Motivational Interviewing Program increasing Payment	\$154,808.00	Restricted General	Contract Education	Guleff
2/24/20	6/30/20	Ken Hurdle	Amendment to Subcontract Agreement to provide Training Services to support California Department of Corrections and Rehabilitation Training Project increasing Fees	(\$108,800.00)	Restricted General	Contract Education	Guleff

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

February 19, 2020

Subject: Approval to Purchase Information Technology Goods and Services from ePlus Technology, Inc. utilizing CMAS Contract Number 3-15-70-1633AG	Item No: 20-7955 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Contracts	Action Regular <input checked="" type="checkbox"/> Information Consent <input type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

The Information Technology Department requires information technology goods and services to provide electronic mail spam filtering for the security of campus information. Funding will be allocated from the department budget.

Public Contract Code Sections 10298 and 10299 provides that the Director of General Services may establish contracts, master agreements, multiple award schedules, cooperative agreements, including agreements with entities outside the state, and other types of agreements that leverage the state’s buying power for goods, information technology goods and services, and authorizes state and local agencies to contract with suppliers awarded those contracts without further competitive bidding.

The California Multiple Award Schedules (CMAS) offers a wide variety of commodities, non-IT services, and information technology products and services at prices that have been assessed to be fair, reasonable and competitive. The use of CMAS is optional and available to state and local government agencies.

Status

District staff recommends use of the awarded CMAS Contract Number 3-15-70-1633AG, as a source to purchase the required information technology goods and services from ePlus Technology, Inc., during the term March 15, 2020 through March 14, 2023, in the amount not to exceed \$116,675.00. District staff has reviewed available leveraged purchasing agreements and other formal purchasing options and found that this CMAS contract best meets the needs of the District.

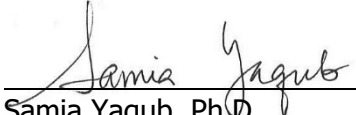
Recommendation

It is recommended that the Board of Trustees approve the purchase of the required information technology goods and services from ePlus Technology, Inc., utilizing CMAS Contract Number 3-15-70-1633AG, per the terms of the contract, for the term of March 15, 2020 through March 14, 2023, in the amount not to exceed \$116,675.00, contingent upon available funding and contingent upon successful completion of negotiation of terms with the contractor.

It is further recommended that the Board authorize District staff to execute the necessary contract documents related to the purchase of information technology goods and services from ePlus Technology, Inc. in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting.

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

February 19, 2020

Subject: Review of Board Policy 2715 and Administrative Procedure 2715, Board Code of Ethics	Item No: 20-7956 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Administration	Action <input type="checkbox"/> Regular <input checked="" type="checkbox"/> Information <input checked="" type="checkbox"/> Consent <input type="checkbox"/>
Submitted By: Samia Yaqub, Ph.D. Superintendent/President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Status

Board Policy 2715 and Administrative Procedure 2715, Board Code of Ethics, were reviewed by the Board at the January 29, 2020, meeting.

Any suggestions for change will be incorporated into the final version which will be presented for approval at the March 25, 2020 Board meeting.



BP 2715 Board Code of Ethics

References: ACCJC Accreditation Standard IV.C.11

Adopted: October 1, 1992

Last Revised: March 14, 2018;

Last Reviewed: March 14, 2018; March 13, 2019

The Board of Trustees of the Butte-Glenn Community College District maintains high standards of ethical conduct for its members and hereby adopts this Code of Ethics.

- Be bound by approved District policies and act only in the best interests of the entire community served by the District.
- Practice the highest ideals of honor and integrity in all public and personal relationships in order that the trustees may merit the respect and confidence of other elected officials, appointed staff, and the public.
- Be informed about the district, educational issues, and responsibilities of trusteeship.
- Respect others and act with civility irrespective of the differences of opinion that may arise during discussion or motions on the floor.
- Board members shall comply with the Brown Act concerning communication among themselves regarding items that are within the jurisdiction of the Board and/or District, and in conducting open meetings and appropriate closed sessions. Further, Board members shall maintain the confidentiality of closed session discussions.
- Recognize that all the trustees, as a Board, establish the College's policies and implementation of those policies rests with the appointed staff. Further, recognize that individual trustees have no legal authority outside the Board meetings. No Board member shall interpret Board authority in a manner that diminishes the administrative and professional responsibilities of any District employee.
- Handle all personnel matters on the basis of fairness and impartiality regardless of race, creed, sex, sexual orientation or identification, religion, age, physical ability, national origin, or political ideals.
- Seek no favor; believe that personal aggrandizement or profit secured by confidential information or by misuse of public office is dishonest. Avoid situations that may constitute a conflict of interest, or the perception of conflicts of interest.
- Participate in all Board meetings possible and notify the President of the Board or the Secretary to the Board of an expected absence from a Board meeting.
- Direct all Trustee requests for information, within the subject matter jurisdiction of the Board, through the Superintendent/President.
- In the event a matter arises which apparently is not provided for in the above standards, both individual Board members and the Board will resolve the issue from the highest possible principles of honor and integrity.

In the event of a violation of this Code of Ethics, the board will take appropriate action (see Administrative Procedure 2715).



AP 2715 Board Code of Ethics Violations

References: ACCJC Accreditation Standard IV.C.11

Approved: October 1, 1992

Last Revised: February 15, 2017

Last Reviewed: March 14, 2018; March 13, 2019

A complaint of trustee misconduct will be referred to an ad hoc committee of the Board comprised of three trustees not subject to the complaint. In a manner deemed appropriate by the committee, a fact-finding process shall be initiated and completed within a reasonable period of time to determine the validity of the complaint. The committee shall be guided in its inquiry by the standards set forth in the Code of Ethics as defined in BP 2715. The trustee subject to the charge of misconduct may present information regarding the matter to the committee. The committee shall, within a reasonable period of time, make a report of its findings to the Governing Board for action.

Possible courses of action include:

- If alleged behavior violates laws governing Board behavior, legal counsel may be sought and the violations referred to the appropriate County District Attorney or to the State's Attorney General as provided for in law.
- Should the ad hoc committee find that the complaint constitutes a minor violation that is not a violation of any applicable law, the committee may recommend that the Board President or Vice President discuss the violation with the Board Member by describing the impact of such violation and by offering mentoring or coaching assistance in order to assist the trustee to become more effective and to improve future Board performance.
- Should the ad hoc committee find that the complaint constitutes repetitive minor violations or is an additional complaint but does not constitute a violation of any applicable law, the ad hoc committee may recommend that the Board President and the Superintendent/President schedule a Board retreat with the entire Board of Trustees to focus on the issues identified in the ad hoc committee's report and recommendations and place the individual Board Member on warning of a possible censure unless the Board Member's performance improves.
- Should the ad hoc committee find that the complaint constitutes repetitive and/or significant violations not constituting the violation of any applicable law the ad hoc committee may recommend that the Board of Trustees consider the censure of the Board Member. A censure of a Board Member by a majority vote of the Board may include penalties of not recognizing motions made by the censured Board Member, not responding to the censured Board Member's comments, and/or not allowing the censured Board Member to hold any Board officer position.
- If the full Board, acting upon the ad hoc committee's written report, finds the actions of the Board Member to be so egregious and compelling, the Board could request the Board Member resign at once.