



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

BOARD OF TRUSTEES

NOTICE OF REGULAR MEETING

December 16, 2020 | 1:00 p.m.

Teleconference

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.

This meeting is being conducted by teleconference
Meeting Link: <https://cccconfer.zoom.us/j/585525830>
iPhone one-tap: +12532158782,585525830#
Telephone Dial: +1 312 626 6799 (US Toll);
Meeting ID: 585 525 830

Notice: This meeting will be held in accordance with Executive Order N-25-20, N-29-20 and N-33-20 issued by California Governor Gavin Newsom on March 12, 17, and 19, 2020, the Ralph M. Brown Act, and the Federal American With Disabilities Act.

The teleconference is open to the public and any member of the public has an opportunity to address the Board of Trustees by emailing their comment to Shannon McCollum at mccollumsh@butte.edu **24 hours** before the start of the meeting.

Public comment must be submitted in advance, no later than 24 hours before the start of the meeting and must be no more than 250 words, via email to: mccollumsh@butte.edu.

Please submit the following information:

1. Name
2. Meeting Name and Date
3. Agenda Item Number
4. Comment (no more than 250 words)

Such comments will be read by District staff during the appropriate time during the meeting. Upon entry into the meeting; all computers and telephones except for the Board of Trustees, the Superintendent-President, and essential staff shall be muted.

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

Pledge of Allegiance to the Flag

1. **Agenda Approval**

2. **Spotlight Presentation**

Crisis Management

3. **Appointment and Oath of Office of Nominees in Lieu of Election, November 3, 2020, General Election**

The Board will take action to appoint John Dahlmeier, Rick Krepelka, Eugene Massa, and William McGinnis to the Governing Board terms of office, effective at noon on December 4, 2020. Dr. Yaqub will administer the Oaths of Office.

4. **Annual Reorganization of Governing Board** Action 20-8062

- 4.1 Election of President
- 4.2 Election of Vice President
- 4.3 Election of Clerk
- 4.4 Appointment of Trustee to Foundation Board

5. **Board Committee Appointments**

- 5.1 Board Self-Evaluation Revision
- 5.2 Evaluation of the Superintendent/President
- 5.3 Board Policy Review
- 5.4 Audit Committee

6. **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.

Public comment must be submitted in advance, no later than 24 hours before the start of the meeting and must be no more than 250 words, via email to: mccollumsh@butte.edu.

7. **Approval of Consent Agenda**

Approval of Minutes – November 18, 2020	Action	
Approval of Warrants	Action	20-8063
Ratification of Contracts	Action	20-8064
Quarterly Financial Report – Qtr Ended Sept 30, 2020	Action	20-8065
Approval of Faculty Using Accumulated Load Bank	Action	20-8066
Approval and/or Ratification of Personnel Actions	Action	20-8067
<u>Management Employees</u>		
<i>Employments and transfer</i>		
<u>Academic Employees</u>		
<i>Employment</i>		
<u>Classified Employees</u>		
<i>Temporary increase and permanent increase</i>		
<u>Temporary Employees</u>		
<i>Substitutes, short term/seasonal, and professional experts</i>		

8. **Information-Reports**

- Academic Senate President's Report
- Classified Senate President's Report
- Superintendent/President's Report
- Board Comments

9. **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. Public comment must be submitted in advance, no later than 24 hours before the start of the meeting and must be no more than 250 words, via email to: mccollumsh@butte.edu.

10. **Contracts**

Approval of Contracts	Action	20-8068
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11. Human Resources

Consider/Approve Employment Contract for Vice President for Student Services	Action	20-8069
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12. Facilities Planning and Management

Approval of Categorical Exemption for Butte College Underground Storage Tank Removal Project	Action	20-8070
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13. Labor Relations

Public Hearing regarding the District and the Butte College Part-Time Faculty Association/Communication Workers of America Initial Proposals for the Collective Bargaining Agreement 2021-2024	Action	20-8071
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14. Administration

Approval of the Board Meeting Schedule for 2021 and 2022	Action	20-8072
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15. Future Dates

January 27, 2021*	Special Retreat	Teleconference	9:00 a.m.
January 27, 2021*	Regular Meeting	Teleconference	3:00 p.m.
February 17, 2021*	Regular Meeting	Teleconference	1:00 p.m.

*Pending Board Approval

16. 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 54957:

- a. EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/COMPLAINT

Pursuant to Government Code section 54956.95:

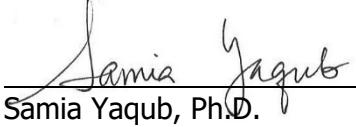
- b. LIABILITY CLAIM – Update on claims filed against the District
Claimant: Susan Dawson
Agency: Butte-Glenn Community College District
- c. LIABILITY CLAIM – Update on claims filed against the District
Claimant: Donald Finkbiner
Agency: Butte-Glenn Community College District
- d. LIABILITY CLAIM – Update on claims filed against the District
Claimant: Joy Gollihar
Agency: Butte-Glenn Community College District

17. Adjournment

<p>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.</p>

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

December 16, 2020

Subject: Annual Reorganization of the Governing Board	Item No: 20-8062 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Administration	Action Regular <input checked="" type="checkbox"/> Information Consent <input type="checkbox"/>
Submitted By: Samia Yaqub, Ph.D. Superintendent/President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

Annually, it is the obligation of the Board of Trustees to elect a new slate of officers for the upcoming year.

Recommendation

It is recommended that the Board of Trustees elect the following officers for 2021:

- Board President
- Board Vice President
- Clerk of the Board

It is recommended that the Board appoint a Trustee to the Foundation Board.



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

BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING

November 18, 2020

The Board of Trustees of the Butte-Glenn Community College District met on Wednesday, November 18, 2020, at 1:00 PM, via teleconference.

Board Members Present Mr. John Blacklock, President (via teleconference)
Mr. John Dahlmeier, Vice President
Ms. Julie Boss, Clerk (via teleconference)
Mr. Rick Krepelka (via teleconference)
Mr. Eugene Massa (via teleconference)
Mr. William McGinnis (via teleconference)

Board Member Absent Mr. Michael Boeger

Staff Members Present (All attended via teleconference)
Dr. Samia Yaqub, Superintendent/President
Ms. Shannon McCollum, Executive Asst to the President and Board
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. Clair Armer, IT User Support Services
Ms. Christie Boggs, Admin Assistant to VP of Instruction
Ms. Kam Bull, Dean of Instruction
Ms. Melissa Cafferate-Ainsworth, Admin Secretary
Mr. Tim Calhoon, Executive Director for CCC Tech Ctr
Ms. Nicole Cancilla, Program Assistant
Mr. Shaun-Adrian Chofla, Instructor Child Development
Ms. Liz Connors, Manager Information Technology
Ms. Lisa DeLaby, Director Institutional Advancement
Ms. Teresa Doyle, Dean of Instruction
Ms. Heather Dwyer, Human Resources Benefits Analyst
Ms. Meredith Henrick, Grants Manager
Ms. Kim Jones, Director, Facilities Planning & Management
Mr. Joel Keebler, Dean of Instruction
Ms. Sophie Konuwa, Director Small Business Development
Ms. Christie Lee, Supervisor Facilities Planning & Mgmt
Mr. Chris Little, Executive Director of Human Resources
Dr. Carrie Monlux, Dean of Instruction
Ms. Andrea Mox, Chief Technology Officer
Mr. Jim Nicholas, Director Business Services
Ms. Annie Rafferty, Director Contract Education
Mr. David Shippen, Director CCC Technology Center

Mr. Dave Stephens, Instructional Technology Specialist
Ms. Julie VanderEyck, Director Child Development Center
Ms. Linda Zorn, Executive Director Economic Workforce Development
Mr. Brad Zuniga, Dean of Student Services
Ms. Yvette Zuniga, Program Coordinator Student Equity

Guests

Dejoun Mustard, Butte College Student

President Blacklock announced this meeting is being conducted pursuant to California Government Code Section 54953(b) concerning teleconferencing of meetings. Trustees Blacklock, Boss, Dahlmeier, Krepelka, Massa, and McGinnis participated in this meeting by speaker phone. Trustees Blacklock, Boss, Dahlmeier, Krepelka, Massa, and McGinnis could hear the proceedings and the Trustees teleconferencing in.

Pledge of Allegiance to the Flag

Trustee Krepelka led the Pledge of Allegiance to the Flag

1. **Agenda Approval**

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

Motion carried by the following roll call vote:

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

Nos – none

Absent – Boeger

2. **Spotlight Presentation – Workforce Training for Rebuilding and Recovery**

Dr. Yaqub introduced Sophie Konuwa, Director of Small Business Development Center; Annie Rafferty, Director of the Training Place; and Linda Zorn, Executive Director of Economic and Workforce Development to discuss what Butte College is doing towards Workforce Training for rebuilding and recovery. They discussed helping the community access Small Business Administration Disaster Funds, services offered to help in the rebuild of Paradise, as well as arborist training and pre-Inspector trainings.

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

There were no public comments.

4. **Approval of Consent Agenda, Item 20-8048 to 20-8052**

Board President Blacklock stated Item 20-8051 Out of State Student Travel be removed from the Consent Agenda. Administration has decided not to approve this travel, the Board does not need to take action on this item.

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

Motion carried by the following roll call vote:

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

Nos – none

Absent – Boeger

5. **Information Reports**

Academic Senate President's Report – Kenneth Bearden, President

Mr. Bearden stated multiple senate members attended the Fall Statewide conference which included changes in support for diversity and equity across California Community College system. Academic Senate is updating their hiring procedures and planning Institute Week assembly.

Classified Senate President's Report – Peter Dahl, President

Mr. Dahl stated they unveiled the permanent plaque for the Butte Strong Tree on the 2nd anniversary of the Camp Wildfire. Classified Senate is working on alternative meeting formats for future meetings.

Superintendent/President's Report – Dr. Samia Yaqub

Dr. Yaqub stated Student Trustee Vasquez has completed her classes at Butte College and is looking to transfer to a four-year College. She is stepping down as the student trustee. She gave an update on the Trustee Fellowship Program's goals which include: choose an equity-minded student success goal, determine a reform strategy that will help us meet that goal, and develop the action plan to bring this reform into fruition. There will be more discussion at the January retreat. Dr. Yaqub summarized past campus meetings including the Planning and Budget Forum, discussions to have Athletic games this Spring, and the CEO Racial Equity and Inclusive Taskforce. She asked the Board to read about our Native American students in Roadrunner Tracks.

Board Comments

Trustee Dahlmeier stated the CCLC conference offered great information on diversity and inclusion. Trustee Krepelka state the Foundation Visioning Taskforce is moving forward. He recommended looking at broadening Butte College's typical target audience to an older age group. Trustee Boss reminded the Board about Giving Back Tuesday on December 1. Trustee Massa stated the new cheese plant in Willows is expanding their operations and number of employees. Trustee Blacklock attended the Butte Strong Tree plaque ceremony as well as the President's Coffee Break. He's glad to see team building during this remote working environment.

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

Butte College student Dejouan Mustard requested to speak to the Board on technology related to COVID-19. The procedures to submit comments ahead of time were not followed. Mr. Mustard was instructed by Board President Blacklock to submit his comments to the Butte College President's Office.

7. **Contracts**

Approval of Contracts, Item 20-8053

It was moved by Trustee Dahlmeier, seconded by Trustee McGinnis, 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 by the following roll call vote:

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

Nos – none

Absent – Boeger

Approval of Contract Award for Bid Fire Hazard Reduction Project, Item 20-8054

It was moved by Trustee McGinnis, seconded by Trustee Massa, to approve the award of contract for the Fire Hazard Reduction Project to Firestorm Wildland Fire Suppression, Inc., of Chico, California, as the lowest responsive responsible bidder in the amount of \$247,800.00 which equals the Bid Proposal Amount and authorize District staff to execute necessary contract documents related to the award of contract for the Fire Hazard Reduction Project to Firestorm Wildland Fire Suppression, Inc. prior to ratification by the Board at a subsequent meeting in accordance with Board Policy 6340. Board approval is also contingent upon the contractor awarded the project providing acceptable insurance and bonding as required in the Bid and Contract Documents.

Motion carried by the following roll call vote:

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

Nos – none

Absent – Boeger

Approval of Contract to Purchase Splunk Enterprise Software and Services from SHI International, Corp. utilizing California Participating Addendum Contract Number 7-16-70-36, Item 20-8055

It was moved by Trustee Krepelka, seconded by Trustee Boss, to approve the purchase of the required software and services from SHI International, Corp., utilizing California Participating Addendum No. 7-16-70-36, per the terms of the contract, in the amount not to exceed \$293,193.35 for the term of December

21, 2020 through December 20, 2021 and authorize District staff to execute the necessary contract documents related to the purchase of software license and services from SHI International, Corp., in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting. Board approval is contingent upon available funding and contingent upon successful completion of negotiation of terms with the contractor.

Motion carried by the following roll call vote:

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

Nos – none

Absent – Boeger

Approval of Contract Award for Sole Source Procurement of Software Maintenance and Support Services from YOUNite, Inc., Item 20-8056

It was moved by Trustee Krepelka, seconded by Trustee McGinnis, to authorize the District to enter into a contract with YOUNite, Inc. for maintenance and support services for the MDM solution in the amount not-to-exceed \$150,000 for the term January 1, 2021 through October 1, 2021, on a sole source basis without going through a competitive bidding process and authorize the District to execute appropriate contract documents in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting. Board approval is contingent upon available funding and contingent upon successful completion of negotiation of terms with the contractor.

Motion carried by the following roll call vote:

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

Nos – none

Absent – Boeger

Resolution 796: Approval to Contract with California Department of Fish & Wildlife, Item 20-8057

It was moved by Trustee McGinnis, seconded by Trustee Massa, to adopt Resolution No. 796 certifying approval of the California Department of Fish & Wildlife Contract No. P2095013 and authorizing the designated personnel to sign the contract documents and any future amendments to this contract prior to ratification by the Board at a subsequent meeting.

Motion carried by the following roll call vote:

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

Nos – none

Absent – Boeger

8. **Labor Relations**

Public Hearing regarding the District and the Butte College Education Association and Initial Proposals for the Collective Bargaining Agreement 2021-2024, Item 20-8058

Board President Blacklock opened the public hearing on the initial proposals from the Butte-Glenn Community College District to the Butte College Education Association (BCEA) for the Collective Bargaining Agreement 2021-2024 at 2:13pm. Hearing no public comments, the hearing was closed at 2:14pm.

It was moved by Trustee Boss, seconded by Trustee Krepelka, to accept the Initial Proposals between BCEA and the District for the 2021-2024 Collective Bargaining Agreement.

Motion carried by the following roll call vote:

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

Nos – none

Absent – Boeger

Initial Proposals from the Butte College Part-Time Faculty Association/Communication Workers of America to the Butte-Glenn Community College District and the District to PFA/CWA for the Collective Bargaining Agreements 2021-2024, Item 20-8059

Dr. Yaqub stated these are the initial proposals for a successor collective bargaining agreement between the District and PFA/CWA. The public will have an opportunity to comment on the proposal during a public hearing to be held during the next regular meeting of the Board of Trustees.

9. **Administration**

Review of the Board Meeting Schedule for 2021 and 2022, Item 20-8060

Dr. Yaqub stated the Board Meeting Schedule for 2021 and 2022 is presented as an information item and will be brought back to the Board for approved at the Annual Organizational Meeting in December.

Discussion of Chancellor's Office Termination of Sector Directors, Item 20-8061

Dr. Yaqub stated Butte College is included in a letter sent to the Chancellor's Office expressing the importance of these positions. Trustee Massa lead a discussion on the importance and need recognize that the Community College systems role in building the workforce development pipeline to one of California's largest and fastest-growing sectors. Trustee Blacklock expressed the need to have a discussion with the Chancellor as to why these decisions are being made. Dr. Yaqub will work with Shasta College to get additional information from the Chancellor's Office on this matter.

Board President Blacklock recessed the meeting for 10 minutes before going into Closed Session.

10. **Closed Session**

Board President Blacklock reported the following action was taken during Closed Session, in accordance with Government Code section 54957:

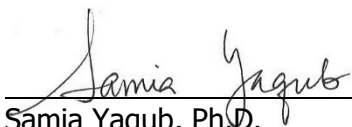
During closed session the Board discussed item 11a and 11b; and was updated on legal matters, item 11d and 11e.

11. **Adjournment**

Board President Blacklock adjourned the meeting at 3:03 PM.

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

December 16, 2020

Subject: Approval of Warrants	Item No: 20-8063 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

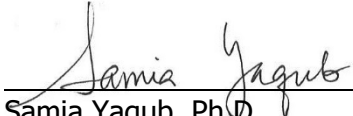
It is recommended that the Board of Trustees approve the vendor, payroll, and financial aid warrants for the period of November 1, 2020 to November 30, 2020.

Type of Warrant	Check/Voucher Sequence	Total
Vendor	661474 - 661988	\$ 8,888,419.25
Payroll	524203 – 524332	\$ 3,962,435.47
Financial Aid	329847 – 330188	\$ 477,087.66

Warrant registers are available for review in the Business Office.

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

December 16, 2020

Subject: Ratification of Contracts	Item No: 20-8064 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Contracts	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

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 November 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.

Butte-Glenn Community College District
CONTRACTS RATIFICATION REPORT
Contracts Signed by the Superintendent/President or Vice President for Administration
November 2020

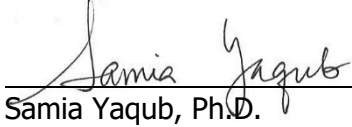
Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue / (Cost)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
1/1/21	6/30/22	Freedom Home Health & Hospice	Clinical Experience Agreement	\$0.00	Unrestricted General	Health Occupations	Guleff
1/1/21	6/30/24	County of Butte, Behavioral Health Department	Clinical Experience Agreement	\$0.00	Unrestricted General	Health Occupations	Guleff
11/20/20	11/20/23	Rideout Memorial Hospital dba Adventist Health Rideout	Clinical Experience Agreement	\$0.00	Unrestricted General	Health Occupations	Guleff
10/2/20	11/6/20	Berenice Manzo Gallardo	Video tutorials for UC application	(\$2,000.00)	Restricted General	Transfer Counseling	Renville
11/20/20	11/20/20	Allied Path Consulting, LLC	Post Student Services Anti-Racism Series Presentation	(\$850.00)	Restricted General	Student Equity & Achievement	Renville
10/8/20	10/8/20	Valeria Patricia Garcia	Latinx Heritage Month Presentation	(\$500.00)	Restricted General	Student Equity & Achievement	Renville
10/22/20	10/22/20	Abdimalik Buul	FSCC Anti-Racist Education Training	(\$4,000.00)	Restricted General	Student Equity & Achievement	Renville
11/20/20	11/20/20	Abdimalik Buul	FSCC Anti-Racist Education Training	(\$4,000.00)	Restricted General	Student Equity & Achievement	Renville
11/20/20	11/20/20	Bob Irvine	Business Education Program Review	(\$250.00)	Unrestricted General	Business Education	Guleff
10/15/20	8/31/20	MC2	Amendment to Statement of Work increasing Fee	(\$292.23)	Restricted General	Financial Aid	Renville
11/13/20	6/30/21	Strata Information Group, Inc.	Statement of Work for Technical and Functional Consulting Colleague® Financial Aid	(\$12,000.00)	Restricted General	Financial Aid	Renville
7/1/20	7/31/22	The Regents of the University of California, Davis	Subaward Agreement to support CA OPR Grant STEM Success with Interactive Adaptable Learning Science Videos	(\$19,812.00)	Restricted General	Biology	Guleff
11/6/20	6/30/21	County of Glenn	Collaborative Relationship supporting Foster and Kinship Care Education Program	\$0.00	Restricted General	Foster and Kinship Care	Renville
7/1/20	6/30/23	Instructure, Inc.	Institution Participation Agreement for Canvas and Canvas Studio Subscriptions	\$0.00	Unrestricted General	Technology Mediated Instruction	Stoup
1/1/21	6/30/21	Proctorio, Inc.	Online Proctoring Service-As-A-Service Agreement	(\$3,875.00)	Unrestricted General	Technology Mediated Instruction	Stoup
10/21/20	3/30/21	WestEd	Develop Google studio dashboard with CC enrollment data, plus surveys	(\$9,836.00)	Restricted General	North Far North Regional Consortium	Guleff
8/3/20	12/31/21	Association of College & University Educators (ACUE)	Order Form pursuant to Master Service Agreement for 2 Full Course Cohort Trainings for Online Instruction	(\$80,000.00)	Restricted General	North Far North Regional Consortium	Guleff
10/1/20	6/30/21	Shasta Tehama Trinity Community College District	Pilot IV Certification and Blood Draw Course	(\$2,275.00)	Restricted General	Regional Director - Health	Guleff
7/1/20	12/31/22	Trinity County Office of Education	Grant Agreement for K-12 Strong Workforce Program North Far North Regional Consortium	(\$16,128.00)	Restricted General	Strong Workforce Program	Guleff
1/1/21	12/31/21	Shasta Tehama Trinity Community College District	Allocation Agreement for Strong Workforce Program North Far North Regional Consortium to support Projects In Common Center of Excellence	(\$200,000.00)	Restricted General	Strong Workforce Program	Guleff
7/1/20	12/31/21	Los Rios Community College District	Allocation Agreement for Strong Workforce Program North Far North Regional Consortium to support Projects In Common NetLABS	(\$252,503.00)	Restricted General	Strong Workforce Program	Guleff
3/10/20	3/9/22	Mountain F. Enterprises	ETP Agreement Administrative Services	Revenue 13% of ETP Funding	Restricted General	Contract Education	Guleff
11/20/20	Until Terminated	CourseStorm	Terms of Service for Host and Support of online website and registration platform to promote Utility Line Clearance Arborist classes	(\$2,000.00)/yr	Restricted General	Contract Education	Guleff

Butte-Glenn Community College District
CONTRACTS RATIFICATION REPORT
Contracts Signed by the Superintendent/President or Vice President for Administration
November 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
11/18/20	Until Terminated	Stripe, Inc.	Stripe Connect Platform for credit card payment processing online registrations	Cost based on registrations	Restricted General	Contract Education	Guleff
8/10/20	1/31/21	Federal Cartridge Corporation/Federal Premium Ammunition dba Vista Outdoor/RCBS	Amendment to ETP Employer Participation Agreement revising business name	\$0.00	Restricted General	Contract Education	Guleff
11/19/20	12/31/20	M.R.S. OSHA Safety, Inc.	COVID-19 Workplace Safety District Employee Training	(\$595.00)	Restricted General	Contract Education	Guleff
10/1/20	9/30/21	Humboldt State University Sponsored Programs Foundation	Governor's Office of Business and Economic Development (GO-BIZ) Capital Infusion Program	\$80,000.00	Restricted General	Small Business Development Center	Guleff
10/1/20	9/30/21	Humboldt State University Sponsored Programs Foundation	Governor's Office of Business and Economic Development (GO-BIZ) Small Business Technical Assistance Expansion Program	\$127,000.00	Restricted General	Small Business Development Center	Guleff
1/1/21	12/31/21	Paradise Ridge Chamber of Commerce	Business Consulting, Training, Outreach, and Marketing	(\$6,000.00)	Restricted General	Small Business Development Center	Guleff
1/1/21	12/31/21	Jeffrey Samorano of Make Chico	Business Consulting and Training	(\$15,000.00)	Restricted General	Small Business Development Center	Guleff
1/2/21	12/31/21	Ibis Business Solutions, LLC	Business Consulting, Training, Outreach, and Marketing	(\$50,000.00)	Restricted General	Small Business Development Center	Guleff
11/18/20	11/17/25	Antelope Valley Community College District	Upgrade of network services to provide Frontier 10GB Circuit under CENIC Master Services Agreement	\$195,433.00	Restricted General	CCC Technology Center	Stoup
12/21/20	12/20/21	Tenable, Inc.	Master Agreement for Tenable.sc Subscription	\$0.00	Restricted General	CCC Technology Center	Stoup
11/12/20	Upon Payment	SHI International, Corp.	Pricing Proposal for Tenable Software & Online Customer Resale Terms & Conditions	(\$279,666.40)	Restricted General	CCC Technology Center	Stoup
11/19/20	1/8/21	Firestorm Wildland Fire Suppression, Inc.	Fire Hazard Reduction Project	(\$247,800.00)	Restricted General	Facilities Planning & Management	Suleski
11/9/20	11/30/20	Grimes Heating & Air	Replace AC split system in Library	(\$8,690.00)	Measure J	Facilities Planning & Management	Suleski
11/23/20	6/30/21	Northstar	Engineer Services Agreement for Gasline replacement Phase III	(\$13,000.00)	Measure J	Facilities Planning & Management	Suleski
11/18/20	Project Complete	Partner Engineering & Science, Inc.	UST Closure and AST Installation Support Services	(\$31,800.00) plus Time/Materials Est. NTE (\$25,000.00)	Measure J	Facilities Planning & Management	Suleski
10/13/20	6/30/21	Rock Creek Construction, Inc.	Site grading and concrete for Technology Swing Space	(\$44,222.00)	Measure J	Facilities Planning & Management	Suleski
11/30/20	3/31/21	School Sport, Inc.	Replace 8 basketball winches in Gym	(\$13,350.00)	Restricted General	Facilities Planning & Management	Suleski
10/9/20	12/31/20	Technique Communications	Data, Communications and AV Distribution Cabling/Wiring for Basic Needs Trailer	(\$5,665.26)	Restricted General	Facilities Planning & Management	Suleski
11/19/20	6/30/21	Technique Communications	Data, Communications and AV Distribution Cabling/Wiring for Technology Swing Space	(\$47,858.38)	Measure J	Facilities Planning & Management	Suleski
11/3/20	1/31/21	Warren Asbestos	Hazardous materials removal at Physical Science Building	(\$12,000.00)	Measure J	Facilities Planning & Management	Suleski
11/12/20	12/31/20	West Valley Construction Company, Inc.	Irrigation repair and installation at Life Science Building	(\$3,990.00)	Measure J	Facilities Planning & Management	Suleski
11/12/20	12/31/20	West Valley Construction Company, Inc.	Domestic water valve replacement	(\$8,870.00)	Measure J	Facilities Planning & Management	Suleski

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

December 16, 2020

Subject: Quarterly Financial Status Report for the Quarter Ended September 30, 2020	Item No: 20-8065 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Finance/Facilities	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

Background

Education Code Section 84040 specifies that financial information be periodically reported to the California Community Colleges Board of Governors. To comply with this requirement, the District prepares a Quarterly Financial Status Report (Form CCFS-311Q) each fiscal quarter for submission to the Chancellor’s Office.

The Chancellor’s Office report requires the reporting of unrestricted revenues, expenditures, and fund balance. The supporting documentation reflects the revised unrestricted and restricted budgets and the combined total activity through the quarter just ended.

Status

The Quarterly Financial Status Report for the quarter ended September 30, 2020 indicates that the District is financially stable and details the following:

34% of the total estimated revenue has been charged or received (24% unrestricted).

26% of the total expected expenditures have been expended (21% unrestricted).

The Reserve for Contingency is 5% of total expenditures.

Recommendation

It is recommended that the Board of Trustees approve the Quarterly Financial Status Report (CCFS-311Q) for the quarter ended September 30, 2020.

Butte-Glenn Community College District
Revenue/Expenditures
As of September 30, 2020

	Final Budget Fund 11 12 Combined	Unrestricted Fund 11 1st Quarter Revised	Restricted Fund 12 1st Quarter Revised	Fund 11 12 Combined 1st Quarter Revised	Actuals To Date Combined	
REVENUE						
Beginning Balance	\$26,069,938			\$26,875,642		
8110 Forest Reserve	-	-	-	-	-	
8121 College Work Study - Admin	12,560	12,560	-	12,560	-	
8122 College Work Study - Wages	218,000	-	218,000	218,000	-	
8123 College Work Study - Job Devel.	27,575	27,575	-	27,575	-	
8124 College Work Study - Comm. Service	20,365	-	20,365	20,365	-	
8131 Adult Education	22,496	-	22,496	22,496	-	
8136 Foster Care	101,639	-	101,639	101,639	-	
8140 Transitional Assistance to Needy Families (TANF)	30,925	-	30,925	30,925	-	
8151 Supplemental Educational Opportunity Grants (SEOG) - Admin.	13,117	13,117	-	13,117	-	
8152 Pell Grant - Admin.	40,000	40,000	-	40,000	-	
8160 Veterans' Attendance Allowance	12,166	-	12,166	12,166	-	
8170 Perkins	777,886	-	777,886	777,886	-	
8174 VTEA - Tech Prep.	42,483	-	42,483	42,483	-	
8194 Small Business Development	255,951	-	255,951	255,951	145,077	
8197 US Dept Ed/OPE	1,425,000	-	1,425,000	1,425,000	79,437	
8198 CARES Act-Federal Funding	4,606,025	-	4,606,025	4,606,025	507,480	
8199 Other Federal Revenue	561,403	-	561,403	561,403	5,442	
8100 TOTAL FEDERAL REVENUE	8,167,591	93,252	8,074,339	8,167,591	737,436	9%
8612 State General Apportionment	41,660,310	41,660,310	-	41,660,310	11,849,861	
8613 Full Time Faculty Hiring	461,204	461,204	-	461,204	179,040	
8614 Part-Time Faculty Compensation	249,360	249,360	-	249,360	86,164	
8615 Enrollment Fee Admin.	128,800	128,800	-	128,800	50,000	
8619 Prior Year Corrections	3,588	3,588	-	3,588	-	
8620 Student Equity and Achievement	6,112,264	-	6,112,264	6,112,264	3,846,749	
8621 CalWorks	382,890	-	382,890	382,890	132,939	
8622 Extended Opportunity Programs and Services (EOPS)	1,894,679	-	1,894,679	1,894,679	619,888	
8623 Cooperative Agency Resources and Education (CARE)	271,517	-	271,517	271,517	265,517	
8624 Disabled Student Services and Programs (DSPS)	721,514	-	721,514	721,514	434,730	
8626 Telecommunications	15,986,836	-	15,986,836	15,986,836	14,096,622	
8627 Student Financial Aid Admin.	504,029	-	504,029	504,029	168,886	
8629 Scheduled Maintenance and Instructional Equipment	-	-	-	-	-	
8630 Education Protection Account	7,619,398	7,619,398	-	7,619,398	2,868,480	
8631 Transitional Assistance to Needy Families (TANF)	33,715	-	33,715	33,715	-	
8633 Funds for Student Success - MESA (Math, Engineering, Science)	57,423	-	57,423	57,423	-	
8634 Classified Professional Development	82,225	-	82,225	82,225	82,225	
8635 Equal Employment Opportunity (EEO)	66,445	-	66,445	66,445	35,445	
8636 Foster Care Grant	209,842	-	209,842	209,842	105,681	
8638 Technology Center	13,711,333	-	13,711,333	13,711,333	1,785,531	
8640 Veterans Resource Center	69,229	-	69,229	69,229	17,700	
8642 CA College Promise	936,972	-	936,972	936,972	410,582	
8643 Student Success Completion	2,100,392	-	2,100,392	2,100,392	2,100,392	
8644 Financial Aid Technology	209,574	-	209,574	209,574	191,552	
8645 CARES Act-State Block Grant	622,938	-	622,938	622,938	-	
8653 AB86	2,238,205	-	2,238,205	2,238,205	559,552	
8654 College Homeless Pilot	700,000	-	700,000	700,000	196,000	
8657 Economic Development	845,665	-	845,665	845,665	436,775	
8658 Strong Workforce Program	14,318,137	-	14,318,137	14,318,137	5,713,629	
8659 Other Categorical Programs	-	-	-	-	-	
8671 Homeowners' Exemptions Taxes	211,849	211,849	-	211,849	-	
8672 Timber Yield Tax	46,829	46,829	-	46,829	-	
8681 State Lottery Proceeds	2,118,132	1,567,833	550,299	2,118,132	-	
8683 Mandated Costs	308,660	308,660	-	308,660	-	
8690 Guided Pathways	280,000	-	280,000	280,000	41,223	
8692 STRS On Behalf	1,806,711	1,605,759	200,952	1,806,711	-	
8693 Innovation Award	500,000	-	500,000	500,000	500,000	
8699 Other State Revenue	610,859	-	610,859	610,859	55,037	
8600 TOTAL STATE REVENUE	118,081,524	53,863,590	64,217,934	118,081,524	46,830,200	40%

Butte-Glenn Community College District Revenue/Expenditures As of September 30, 2020	Final Budget Fund 11 12 Combined	Unrestricted Fund 11 1st Quarter Revised	Restricted Fund 12 1st Quarter Revised	Fund 11 12 Combined 1st Quarter Revised	Actuals To Date Combined	
8811 Secured Taxes	15,260,174	15,260,174	-	15,260,174	-	
8812 Supplemental Roll Taxes	190,436	190,436	-	190,436	-	
8813 Unsecured Taxes	859,864	859,864	-	859,864	-	
8816 Prior Year Taxes	23,804	23,804	-	23,804	-	
8817 Educational Revenue Augmentaion Fund (ERAF)	(2,544,265)	(2,544,265)	-	(2,544,265)	-	
8818 Redevelopment - Local	1,664,422	1,664,422	-	1,664,422	-	
8819 Redevelopment - Residual	-	-	-	-	-	
8829 Gifts and Contributions	4,000	-	4,000	4,000	354	
8831 Contract Instructional Services	49,225	-	49,225	49,225	-	
8839 Contract Education	2,298,664	-	2,298,664	2,298,664	1,195,652	
8840 Sales and commissions	47,500	47,500	-	47,500	-	
8842 Sale of Equipment and Supplies	52,500	-	52,500	52,500	15,014	
8859 Other Rentals and Leases	28,202	13,000	15,202	28,202	4,500	
8861 Interest	1,200,000	1,200,000	-	1,200,000	-	
8872 Community Service Classes	99,101	-	99,101	99,101	3,225	
8874 Enrollment Fees	2,839,331	2,839,331	-	2,839,331	1,771,736	
8876 Health Service Fees	308,049	-	308,049	308,049	215,722	
8877 Material Fees	220,000	220,000	-	220,000	94,342	
8879 Student Records/ID Card	63,859	63,859	-	63,859	5,120	
8880 Non-Resident Student Fees	1,484,048	1,484,048	-	1,484,048	883,713	
8881 Transportation Fees	175,000	-	175,000	175,000	63,913	
8882 Audit Fees	2,000	2,000	-	2,000	637	
8885 Other Student Fees & Charges	10,000	10,000	-	10,000	4,843	
8886 Technology Access Fee	415,500	415,500	-	415,500	209,636	
8888 Library Charges	10,000	-	10,000	10,000	21	
8893 Prior Year Outlawed Warrants	28,000	28,000	-	28,000	2,838	
8894 Workers Comp. Reimbursements	28,000	28,000	-	28,000	13,348	
8896 Safety Credits	20,000	-	20,000	20,000	-	
8897 Parking Meters & Fines	20,000	20,000	-	20,000	-	
8899 Other Local Revenue	961,236	50,000	911,236	961,236	379,011	
8800 TOTAL LOCAL REVENUE	25,818,650	21,875,673	3,942,977	25,818,650	4,863,625	19%
8980 Incoming Transfers	3,928,991	2,200,000	1,728,991	3,928,991	-	
8000 TOTAL REVENUE	155,996,756	78,032,515	77,964,241	155,996,756	52,431,261	34%
TOTAL REVENUE AND BEGINNING BALANCE	\$182,066,694			\$182,872,398		

Apportionment Summary:					
Includes General Apportionment, Education Protection Account, Property taxes, and 98% Enrollment Fees					
	67,775,365	67,775,365		67,775,365	16,454,642

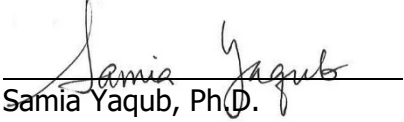
Butte-Glenn Community College District
Revenue/Expenditures
As of September 30, 2020

	Final Budget Fund 11 12 Combined	Unrestricted Fund 11 1st Quarter Revised	Restricted Fund 12 1st Quarter Revised	Fund 11 12 Combined 1st Quarter Revised	Actuals To Date Combined	
EXPENSES						
1100 Instruction, Regular	15,713,185	14,688,347	1,024,838	15,713,185	3,169,739	
1200 Non-instruction, Regular	7,823,606	5,782,780	2,040,826	7,823,606	1,861,404	
1300 Instruction, Non-regular	7,906,858	7,846,513	60,345	7,906,858	1,413,115	
1400 Non-instruction, Non-regular	971,494	679,660	291,834	971,494	560,633	
1000 TOTAL ACADEMIC SALARIES	32,415,143	28,997,300	3,417,843	32,415,143	7,004,891	22%
2100 Non-instruction, Regular	23,820,882	13,411,660	10,409,222	23,820,882	5,570,883	
2200 Instructional Aids, Regular	1,418,842	1,169,008	249,834	1,418,842	304,751	
2300 Non-instruction, Non-regular	1,248,352	457,323	791,029	1,248,352	355,797	
2400 Instructional Aids, Non-regular	484,792	363,176	121,616	484,792	114,710	
2000 TOTAL CLASSIFIED SALARIES	26,972,868	15,401,167	11,571,701	26,972,868	6,346,141	24%
3100 STRS (State Teachers Retirement)	7,042,762	6,289,828	752,934	7,042,762	908,760	
3200 PERS (Public Employees Retirement)	5,250,916	3,065,852	2,185,064	5,250,916	1,262,408	
3300 OASDI (Old Age, Survivors & Disability)	2,455,703	1,563,330	892,373	2,455,703	611,207	
3400 Health, Dental, & Life Insurance	13,484,064	10,106,431	3,377,633	13,484,064	2,102,529	
3450 Retiree Benefits Normal Cost	1,068,330	748,525	319,805	1,068,330	235,248	
3500 State Unemployment Insurance	116,973	87,977	28,996	116,973	27,742	
3600 Workers' Compensation Insurance	792,532	595,833	196,699	792,532	181,053	
3700 Alternate Retirement Plan	-	-	-	-	2,122	
3900 Income Protection Insurance	262,352	188,792	73,560	262,352	59,464	
3000 TOTAL EMPLOYEE BENEFITS	30,473,632	22,646,568	7,827,064	30,473,632	5,390,533	18%
4200 Duplicating Supplies	70,778	50,021	20,757	70,778	2,961	
4300 Supplies, Instructional	812,876	202,471	610,405	812,876	56,343	
4500 Supplies, Non-instructional	2,604,869	1,009,583	1,595,286	2,604,869	159,728	
4000 TOTAL SUPPLIES	3,488,523	1,262,075	2,226,448	3,488,523	219,032	6%
5100 Personal Services & Consultants	30,720,246	814,115	28,906,131	29,720,246	14,061,269	
5200 Travel, Conference & Mileage	853,969	494,881	359,088	853,969	20,267	
5300 Dues & Memberships	98,034	92,790	1,005,244	1,098,034	239,490	
5400 Insurance	891,335	868,667	22,668	891,335	425,846	
5500 Utilities & Housekeeping Services	845,017	842,112	2,905	845,017	63,503	
5600 Rents, Leases & Repairs	2,563,441	2,292,633	270,808	2,563,441	2,397,857	
5700 Legal, Election & Audit	420,079	420,079	-	420,079	12,693	
5800 Other Services & Expenses	17,565,447	359,175	17,206,272	17,565,447	94,513	
5000 OTHER OPERATING EXPENSES	53,957,568	6,184,452	47,773,116	53,957,568	17,315,438	32%
TOTAL 1000-5000	147,307,734	74,491,562	72,816,172	147,307,734	36,276,035	25%
6100 Site Improvements	30,231	30,231	-	30,231	2,100	
6200 Buildings	253,667	103,667	150,000	253,667	66,922	
6300 Library Books	213,789	203,789	10,000	213,789	96,638	
6400 Equipment	526,155	445,538	80,617	526,155	283,023	
6500 Lease Purchase Agreements	99,375	99,375	-	99,375	6,675	
6600 Capitalized Equipment	24,902	-	24,902	24,902	5,899	
6000 TOTAL CAPITAL EXPENSES	1,148,119	882,600	265,519	1,148,119	461,257	40%
1000 - 6000 TOTAL EXPENDITURES	148,455,853	75,374,162	73,081,691	148,455,853	36,737,292	25%
7100 Debt Retirement	963,323	963,323	-	963,323	-	
7300 Interfund Transfers	4,578,844	3,378,844	1,200,000	4,578,844	1,400,000	
7400 Other Transfers	-	-	-	-	-	
7500 Student Financial Aid	3,326,856	34,500	3,292,356	3,326,856	2,139,292	
7600 Other Payments to Students	473,466	83,272	390,194	473,466	26,760	
7000 TOTAL OTHER OUTGO	9,342,489	4,459,939	4,882,550	9,342,489	3,566,052	38%

Butte-Glenn Community College District Revenue/Expenditures As of September 30, 2020	Final Budget Fund 11 12 Combined	Unrestricted Fund 11 1st Quarter Revised	Restricted Fund 12 1st Quarter Revised	Fund 11 12 Combined 1st Quarter Revised	Actuals To Date Combined	
TOTAL EXPENDITURES	157,798,342	79,834,101	77,964,241	157,798,342	40,303,344	26%
Reserves:						
9710 Reserve for Contingencies	7,889,917			7,889,917		
9721 Reserve for Glenn County Center	-			-		
9728 Reserve for Budget Planning	16,378,435			17,184,139		
Total Reserves	24,268,352			25,074,056		
TOTAL EXPENDITURES AND ENDING BALANCE	182,066,694			182,872,398		

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

December 16, 2020

Subject: Approval of Faculty Using Accumulated Load Bank	Item No: 20-8066 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:

Instructor
Soldate, John

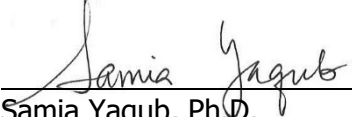
Discipline
Counseling

Term Used
Spring 2021

Load Used
30.00

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

December 16, 2020

Subject: Approval and/or Ratification of Personnel Actions	Item No: 20-8067 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 Program Coordinator, Grants – Allison Travis-Bee
 Full-time, 40 hours per week, 12 months per year
 Salary: MSC-7
 Effective: January 1, 2021
2. Employment of Supervisor, Technical Services (FPM) – Christie Lee
 Full-time, 40 hours per week, 12 months per year
 Salary: MSC-11
 Effective: December 1, 2020
3. Permanent Voluntary Reassignment (Transfer to a Vacant Position) – Stephanie Jimenez
 From: Title IV Coordinator – Range 12
 To: Program Coordinator, Foster and Kinship Care Education – Range 11
 Effective: January 1, 2021

Academic*

4. Employment of Temporary Academic Employees (Instructors and Student Development)
Part-Time Faculty recommended for employment effective Fall Semester 2020 – Kira Cuneo, Tiffany Larson

Classified Employees*

5. Temporary Increase from 32 hours per week to 40 hours per week, Administrative Secretary - Grants
 – Tristin Mortimer
 Effective: 11/16/20 – 6/30/21
6. Permanent Increase from 24 hours per week to 32 hours per week, Administrative Secretary – Non Instructional (Contract Education) – Jamie Hernandez
 Effective: 12/1/20

Temporary Employees*

7. Substitutes

Administrative Secretary III (Health Occupations) – Mary Kolonay

Salary: \$21.50 per hour 11/30/20 – 12/14/20

8. Short Term/Seasonal

Special Programs Clerk, Student Services (Cal Fresh) – Shontia Thomas

Salary: \$18.50 per hour 11/1/20 – 6/30/21

9. Professional Expert

Manipulative Skills/Evaluator – Austin Wiseman, Jeffrey Hildenbrand

Salary: \$14.50/16.75 per hour 11/19/20 – 6/30/21

Mental Health Specialist – Karen Johnson

Salary: \$38.25 per hour 7/1/20 – 6/30/21

Nursing – Andrea Slater

Salary: \$45.00 per hour 11/1/20 – 6/30/21

EMT/Paramedic – Kerrick Woodward-Sollesnes

Salary: \$14.50 per hour 12/1/20 – 6/30/21

10. Retirements/Resignations

Resignation, Chief Technology Officer (CCCTC) – Lou Delzompo

Effective: November 21, 2020

Retirement, Instructional Aide – Reading & Writing – Carol Cuneo

Effective: November 1, 2020

Retirement, Textbook/Materials Acquisitions Technician (Bookstore) – Lori Wangberg

Effective: December 31, 2020

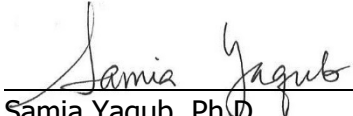
Retirement, Grounds Technician II (FPM) – Lee Schneider

Effective: January 1, 2021

*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.

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

December 16, 2020

Subject: Approval of Contracts	Item No: 20-8068 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).

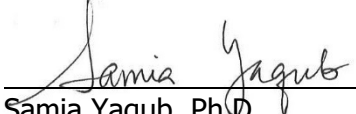
Butte-Glenn Community College District

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
1/1/21	12/31/21	Los Rios Community College District	Allocation Agreement for Strong Workforce Program North Far North Regional Consortium for Projects In Common Center for Excellence	(\$180,000.00)	Restricted General	Strong Workforce Program	Guleff

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

December 16, 2020

Subject: Consider/Approve Employment Contract for Vice President for Student Services	Item No: 20-8069 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Human Resources	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

SB 1436 requires an oral summary of compensation to be approved for a local agency executive. A local agency executive includes persons who are outside of a union, are not classified employees, and who meet anyone of the following:

1. The person is the chief executive officer, a deputy chief executive officer, or an assistant chief executive officer of the local agency,
2. The person is the head of a department of a local agency, or
3. The person's position within the local agency is held by an employment contract between the local agency and that person.

Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken.

Status

The Superintendent/President and Peter Gitau Ngatia have reached agreement on the attached employment contract for Vice President of Student Services.

Recommendation

Following the oral statement, it is recommended that the Board of Trustees approve the employment contract for the Vice President for Student Services.

**BUTTE-GLENN COMMUNITY COLLEGE DISTRICT
AGREEMENT FOR ADMINISTRATIVE EMPLOYMENT
2021/2022 ACADEMIC YEAR**

This Agreement for Administrative Employment ("Agreement") is made between the Butte-Glenn Community College District ("District") and Peter Gitau Ngatia ("Administrator").

RECITALS

A. District desires to hire Administrator in the position of Vice President and Administrator hereby accepts such employment on the terms and conditions set forth in this Agreement.

B. Administrator represents and warrants that Administrator possesses the minimum qualifications for the position as established by state law and District policy.

C. Administrator acknowledges that this position is a management position as an Educational Administrator in accordance with Education Code sections 72411 and 87002. Administrator acknowledges that Administrator serves at the pleasure of the Governing Board and that Administrator does not possess a property interest in this position.

AGREEMENT

1. **Duties.** Administrator agrees to satisfactorily perform the duties of the position as described in the relevant job description, if any, and as requested by the President and/or the Governing Board.
2. **Evaluation.** Administrator shall be evaluated by the President in the manner and in accordance with the time lines established by the President. Any failure to complete these evaluation procedures, or to complete them in a timely manner, shall not extend this Agreement or have any other impact on this Agreement.
3. **Salary.** Administrator shall be compensated for services rendered in accordance with the Executive salary schedule as that schedule may change from time-to-time. For the **2020-21** academic year, the parties acknowledge that Administrator's annual salary shall be at **Step E, currently \$196,678.34** (one hundred ninety-six thousand, six hundred and seventy-eight dollars and thirty-four cents) and a doctoral stipend of **\$3,552.51** (three thousand, five hundred and fifty-two dollars and fifty-one cents). The administrator shall also receive a cost-of-living adjustment (COLA) equal to the percentage received by District employees for the 2021-22 academic year and each year thereafter.
4. **Fringe Benefits.** Administrator shall receive the same health and welfare, benefits afforded to other management employees. These benefits shall not be considered vested and may be changed from time to time for administrators and management employees.
5. **Expense Reimbursement.** District shall reimburse Administrator for actual and necessary expenses incurred within the course and scope of Administrator's employment, including mileage expenses, so long as such expenses are consistent with this Agreement and District policy.
6. **Automobile Expenses**
The Vice President is required to have a vehicle available at all times to exercise the powers and to perform the duties of the position. In order to reimburse the Vice President for this vehicle requirement, the Vice President shall receive a vehicle allowance of \$5,531.64 per year payable in twelve (12) monthly payments. This allowance will be increased each year by the same cost-of-living adjustment (COLA) percentage received by District employees. In addition, the Vice President shall be entitled to reimbursement for reasonable transportation expenses incurred for travel outside the District in accordance with the terms of this Agreement and Board policy. This allowance **will not** be considered as creditable compensation under the Vice President's respective retirement system. The

Vice President shall provide the District a Certificate of Insurance annually showing the District is named as an additional insured under the Vice President's personal automobile insurance policy.

7. **Holidays / Vacation / Sick Leave.** Administrator shall be entitled to 24 days of vacation per academic year, exclusive of paid holidays designated in Education Code sections 79020 / 79021 or any other holidays as specified by the District. After Administrator has accumulated fifty (50) unused vacation days, he shall not earn any additional vacation until he has reduced the number of accrued but unused vacation days below the fifty (50) day cap. Vacation shall accrue in monthly installments. Administrator shall be allocated twelve (12) days of sick leave annually which shall accrue from year to year.
8. **Work Year.** Administrator shall work twelve (12) full and regular months of service to the District, except as specified in paragraph 7.
9. **Term/Termination.** Administrator is hired for **two academic years commencing January 1, 2021** and terminating at the earliest to occur of the following:
 - a. **Mutual Consent.** This Agreement may be terminated at any time by mutual consent of the Board or President and the Administrator.
 - b. **Non-Renewal of Agreement by District.** The Board may elect not to renew this Agreement effective June 30 of the current school year by providing 60 days notice to the Administrator in accordance with Education Code sections 72411 and 72411.5 or other applicable provisions of law.
 - c. **Termination for Cause.** The Board may terminate the Administrator for cause on any of the following grounds: (1) acts done in bad faith to the detriment of the District; (2) breach of this Agreement; (3) unsatisfactory performance; (4) refusal or failure to act in accordance with a specific provision of this Agreement or a directive or order of the Board or the Superintendent/President; (5) misconduct or dishonest behavior; (6) conviction of a crime involving dishonesty, breach of trust, physical or emotional harm to any person; or (7) for other conduct seriously prejudicial to the District.

Notwithstanding Labor Code section 2924, the parties agree that the determination of cause shall be based on the Board's reasonable belief in the existence of good cause for termination. The existence of such cause shall constitute a material breach of this Agreement and shall extinguish all rights and duties of the parties under this Agreement. If cause exists, the Superintendent/President shall meet with the Administrator and shall submit a written statement of the grounds for termination and copies of written documents the District reasonably believes support the termination. If the Administrator disputes the charges, the Administrator shall then be entitled to a conference before the Board in closed session. The Administrator and the Board shall each have the right to be represented by counsel at their own expense. The Administrator shall have a reasonable opportunity to respond to all matters raised in the charges and to submit any written documents the Administrator believes are relevant to the charges. The conference with the Board shall not be an evidentiary hearing and neither party shall have the opportunity to call witnesses. If the Board, after considering all information presented, decides to terminate this Agreement, it shall provide the Administrator with a written decision and notice of termination. The decision of the Board shall be final.

The parties have acknowledged that Administrator possesses no property interest in Administrator's employment; accordingly, Administrator's conference before the Board shall be deemed to provide Administrator with more due process of law than is required by law. The conference with the Board shall be the Administrator's exclusive right to any conference or hearing otherwise required by law. Administrator waives any other rights that may be applicable to this termination for cause proceeding with the understanding that completion of this hearing exhausts the Administrator's administrative remedies and then authorizes the Administrator to contest the Board's determination in a court of competent jurisdiction.

- d. **Termination without Cause.** The Board may, for any reason, without cause or a hearing, terminate this Agreement at any time upon written notice to the Administrator. In consideration for the exercise of this right, the District shall pay to Administrator, if Administrator does not possess "retreat rights" to a faculty position, a sum equal to six (6) month's salary. At the discretion of the Superintendent/President, the District may pay up to six (6) months of District-paid health benefits to Administrator, if Administrator does not possess "retreat rights" to a faculty position. Payment of such benefits, if any, shall begin the month after the Board ratifies the termination of this Agreement. If Administrator possesses "retreat rights" to a faculty position, Administrator shall be entitled to a sum equal to one (1) month's salary.

This liquidated damage payment shall be made during the month following Administrator's termination, shall be subject to applicable payroll deductions, and shall be treated as compensation for state and federal tax purposes. Payments made pursuant to this termination without cause provision shall be considered as final settlement pay; accordingly, no payments made pursuant to this early termination provision shall constitute creditable service or creditable compensation for CalSTRS or CalPERS retirement purposes and no employer or employee contributions shall be made for retirement purposes.

The parties agree that any damages to Administrator that may result from the Board's early termination of this Agreement without cause cannot be readily ascertained. Accordingly, the parties agree that the payments made pursuant to this termination without cause provision, along with the District's agreement to provide health benefits, and possibly "retreat rights" to a faculty position, constitutes reasonable liquidated damages for the Administrator, fully compensates the Administrator for all tort, contract and other damages of any nature whatsoever, whether in law or equity, and does not result in a penalty. The parties agree that the District's completion of its obligations under this provision constitutes the Administrator's sole remedy to the fullest extent provided by law. Finally, the parties agree that this provision meets the requirements governing maximum cash settlements as set forth in Government Code section 53260 et seq.

- e. **Termination for Unlawful Fiscal Practices.** Notwithstanding any other provision of this Agreement to the contrary, if the Board believes, and subsequently confirms through an independent audit, that Administrator engaged in fraud, misappropriation of funds, or other illegal fiscal practices, then the Board may immediately terminate Administrator solely upon written notice to Administrator and Administrator shall not be entitled to any compensation of any nature, whether as cash, salary payments, health benefits, or other non-cash settlement as set forth above. This provision is intended to implement the requirements of Government Code section 53260(b).
 - f. **Resignation.** If Administrator does not possess any "retreat rights" to a faculty position, Administrator may resign at any time with at least sixty (60) days advance written notice to the Superintendent/President, unless the parties agree otherwise in writing to a shorter notice period. If Administrator possesses "retreat rights" and intends to exercise those rights by resigning from this administrative position and returning to a faculty position, Administrator may resign from this administrative position by providing at least ninety (90) days advance written notice to the Superintendent/President, prior to March 15th of this school year, unless the parties agree to a shorter notice period. If Administrator possesses "retreat rights" but does not intend to exercise those rights and intends to resign from District employment as an administrator and faculty member, Administrator may resign from District employment at any time with at least sixty (60) days advance written notice to the Superintendent/President, unless the parties agree otherwise in writing to a shorter notice period.
10. **Tax/Retirement/PERS or STRS Issues.** Notwithstanding any other provision of this Agreement, the District shall not be liable for any state or federal tax consequences or any retirement consequences of any nature as a result of this Agreement.

11. **Board Approval.** The effectiveness of this Agreement shall be contingent upon approval by the District's governing board as required by law.
12. **Integration.** This Agreement contains the entire agreement of the parties and supersedes all prior negotiations, understandings or agreements. Neither of the parties has relied upon any oral or written representation or written information given to the party by any representative of the other party not contained in this Agreement.
13. **Severability.** If one or more of the provisions of this Agreement are declared invalid or unenforceable by judicial, legislative or administrative authority of competent jurisdiction, then the parties agree that the invalidity or unenforceability of any of the provisions shall not in any way affect the validity or enforceability of any other provisions of this Agreement.

By: _____
 Superintendent/President

Dated: _____

ACCEPTANCE OF OFFER

I accept the above offer of employment and the terms and conditions thereof and will report for duty as directed above.

I understand that the District is relying upon information provided by me during the application process in extending this offer of employment. By signing below, I represent that I have not provided the District with any false information or made any material misrepresentation during the job application process. I agree that false, incomplete, or misleading statements or omissions made during the job application process constitute dishonesty and breach of this Agreement and are grounds for termination of this Agreement for cause.

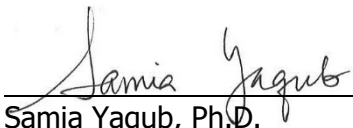
I have not entered into a contract of employment with the governing board of another school district or any other employer that will in any way conflict with the terms or this Employment Agreement.

Dated: _____

 [TYPE OR PRINT NAME]

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

December 16, 2020

Subject: Approval of Categorical Exemption for Butte College Underground Storage Tank Removal Project	Item No: 20-8070 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Facilities Planning and Management	Action Regular <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Information Consent <input type="checkbox"/> <input type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

District staff is preparing bid documents to remove two existing underground storage tanks with two above ground storage tanks of a similar size in the same location. Improvements will occur on campus, and no off-site improvements will be included as part of the project. Construction of the proposed improvements are scheduled to be implemented in Summer and Fall 2021.

This work is in anticipation of future regulation changes related to owning underground storage tanks and reducing the District’s exposure for future liability and risk. As regulations of underground tanks becomes more stringent, their replacement with above ground facilities is prudent whenever possible.

This project is part of the District’s Measure J Infrastructure Bond projects.

Status

Prior to the start of construction, the Board of Trustees must approve an environmental review document for the Butte College Underground Storage Tank Removal Project. A Categorical Exemption is the appropriate California Environmental Quality Act (CEQA) compliance document for the project. The project is exempt from further environmental review under the requirements of CEQA Sections 15301 (Existing Facilities) and 15302 (Replacement and Reconstruction.) These Sections address minor alteration of existing facilities, and replacement or reconstruction of existing facilities. In this case, the scope of work is limited to the proposed replacement of existing facilities, and so may be properly cleared through CEQA using these Exemptions.

Butte College, serving as the CEQA Lead Agency, determined that the proposed project is exempt from CEQA under Class 1, Existing Facilities and Class 2, Replacement and Reconstruction. This project is the replacement of two existing underground storage tanks with two above ground storage tanks of similar size in the same location of the existing underground tanks. Because the tanks will be of a similar size and placed in the same location there is no expansion of an existing use. The project would allow Butte College to meet current standards for public health and safety (Section 15301(d)).

The proposed project at Butte College is exempt from CEQA review pursuant to CEQA Guidelines Section 15301 and 15302. The Notice of Exemption document is enclosed.

Recommendation

It is recommended that the Board of Trustees approve the determination that the Butte College Underground Storage Tank Removal Project Categorical Exemption is the appropriate CEQA compliance document for the project. The proposed project is consistent with Class 1, Existing Facilities (CEQA Guidelines Section 15301) and Class 2, Replacement and Reconstruction (CEQA Guidelines Section 15302).

NOTICE OF EXEMPTION

To: Office of Planning and Research
P.O. Box 3044
Sacramento, CA 95812-3044

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

County Clerk
County of Butte
155 Nelson Avenue
Oroville, CA 95965

Project Title: Butte College Underground Storage Tank Replacement Project

Project Location - Specific:

Generally, the project is located in the northwestern portion of the main campus at Butte College located at 3536 Campus Drive, Oroville, CA. The proposed project is within the developed portion of campus, northwest of the existing Facilities, Planning and Management Building and north of the existing Welding Building. More specifically the project is located at 39°38'58.51"N and 121°39'2.27"W at the campus' fueling station.

Project Location - City: Oroville **Project Location - County:** Butte

Description of Nature, Purpose, and Beneficiaries of Project:

The project involves the removal and replacement of two 8,000-gallon fiberglass double wall underground storage tanks with two new above ground storage tanks of equivalent size in the same location as the tanks being removed.

Name of Public Agency Approving Project: Butte-Glenn Community College District

Name of Person or Agency Carrying Out Project: Same

Exempt Status:

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3) 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption (type and section number); Section 15301(d): Existing Facilities, and 15302: Replacement or Reconstruction
- Statutory Exemption (state code number): _____

Reason why project is exempt:

The project is the replacement of two existing underground storage tanks with two above ground storage tanks of a similar size in the same location of the existing underground tanks. Because the tanks will be of a similar size and placed in the same location there is no expansion of an existing use. Additionally, the project would allow the Butte Glenn Community College District to meet current standards for public health and safety (Section 15301(d)).

Lead Agency

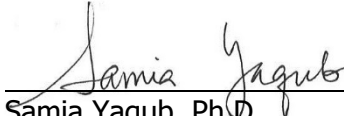
Contact: Kim Jones, Director of Facilities Planning and Management. **Phone:** (530) 879-6144

Signature: _____ Title: _____ Date: _____

Date received for filing at OPR: _____

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

December 16, 2020

<p>Subject: Public Hearing regarding the District and the Butte College Part-Time Faculty Association/Communication Workers of America Initial Proposals for the Collective Bargaining Agreement 2021-2024</p>	<p>Item No: 20-8071 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Category: Labor Relations</p>	<p>Action <input checked="" type="checkbox"/> Regular <input checked="" type="checkbox"/> Information <input type="checkbox"/> Consent <input type="checkbox"/></p>
<p>Submitted By: Andrew Suleski Vice President</p>	<p>Approved By:  Samia Yaqub, Ph.D. Superintendent/President</p>

Background

The Collective Bargaining Agreements between the Butte-Glenn Community College District (District) and the Butte College Part-Time Faculty Association/Communication Workers of America (PFA/CWA) expire on June 30, 2021.

Pursuant to Government Code §3547(a), the initial proposals for successor collective bargaining agreement by the PFA/CWA and the District were presented to the Board on November 18, 2020.

Status

According to the Educational Employment Relations Act, the Board must provide an open hearing to allow the public to comment on initial proposals before negotiations begin.

Recommendation

It is recommended that the Board open a Public Hearing to allow public comment regarding the initial proposals from both parties.

It is further recommended that the Board of Trustees adopt the Initial Proposals between the PFA/CWA and the District for the 2021-24 Collective Bargaining Agreement.

PFA'S PROPOSED SUNSHINE LIST: Fall, 2020 for spring 2021 negotiations

Article III, section 3.12.3 Change \$2000 per semester to \$3000.00

Article XVIII

Section 18.1.2h—seniority lists will be retained in the appropriate area office **(add) as well as on the HR website**

Section 18.1.3c—change “may” to “will”

Section 18.1.3d-- change “may” to “will”

Section 18.1.4a—add learning modalities

Section 18.1.4—add d, new language:

Once the District's schedule is posted, associates who have the most seniority shall have their classes cut last; should a course be the only course being offered within the discipline, or it's a capstone course, the class shall remain on the schedule until the week before the semester is to begin or even beyond that week if the District feels its remaining on the schedule appropriate.

18.1.4 Assignments

b. add: "...overloads (emergency only)..." to be suspended until Covid-19 confirmed to no longer be a threat for instructing f2f classes by Chancellor's office as well as the CDC **and until Butte gets its enrollments back to pre-campfire enrollment shortages.**

Article XI, 11.3—need to add more committees for meeting rate consideration.

Article XVIII—class assignments: Include language for year long contracts (currently a pilot program) and make these assignments based on seniority.

Article XVIII, change section 18.1.3a. District to law: Starting with the most senior member, unit members will be given the first right of refusal of assignments for the maximum load allowed by the ~~District~~ **law** providing the District is scheduling enough assignments to make this possible.

Article XIX--public service center faculty class assignment: (policy, fire, fish and game, etc.) change language to include assignments fulfill maximum load assignments to those with the most seniority.

Article IX-Grievances: Make changes to associate timelines.

Article VI—. Formal Evaluation of associate instructor: Add language that would allow associates to request a different evaluator than the assigned one for formal evaluation.

Intellectual Property Rights

Seniority for CAS associates

Eliminate language from Article VI, 6.6.3 that contradicts language found in section 6.10

INCREASED OFFICE HOUR TIME

FUTURE COLA INCREASES RETRO TO JUNE OF PRECEDING
YEAR MAKING US EQUITABLE WITH FULL TIME FACULTY,
STAFF AND MANAGEMEN. (Currently our COLA is retro to
January of same year)

PAID MILEAGE

FIVE EQUAL PAY PERIODS PER SEMESTER

MORE (LONGEVITY) STEPS AND (DEGREE/EXPERIENCE)
COLUMNS

INCREASED STIPEND PAY FOR COMMITTEE WORK to also include Academic Council,
Academic Technology Committee

Increased pay for RTO's

DISTRICT PAID HEALTH BENEFITS

INCREASED FLEX HOURS: Also, allow designated flex to be used towards column
movement rather than for payment.

MORE ACADEMIC YEAR CONTRACTS (instead of semester to

semester). Currently restricted to just a few disciplines.

Include the following MOU:

MEMORANDUM OF UNDERSTANDING

The following memorializes the understanding of the Butte-Glenn Community College District (hereinafter referred to as "District") and the Butte College Part-Time Faculty Association (hereinafter referred to as "PF A") in regard to continuous assignments and travel time for parttime counselors.

Part-time counselors who, during the course of a continuous assignment, are required to travel from the main campus to the Chico Center for appointments related to Reg2Go and START will be paid for travel time. If a part-time counselor accepts separate assignments at different locations, travel time will not be compensated.

See attachment for the signatures.

DISTRICT INITIAL PROPOSAL TO PFA

FOR

JULY 1 2021 – JUNE 30, 2024 COLLECTIVE BARGAINING AGREEMENT

Consider Incorporating the following MOUs into the new 2021-2024 CBA agreed to after the close of the 2018-2021 CBA:

MOU 7/14 – Visiting Professors

MOU 2/21/19 – Academy Job Descriptions

Other proposals include:

Review contract for spelling, grammar, formatting and other clerical corrections.

Article X – Review language for clarity.

Article XI – add language related to access to new hire orientations and District provision of employee contact information in accordance with AB 119.

Article VI and Article VII– Review article for clarifying and updating language in both forms and process.

Article IX/Appendix B – Review and update grievance forms and processes, including but not limited to utilization of mediation services.

Article XI/Appendix D – Review compensation provided to unit members

6.6.3 – Correct reference to “Article 6.6.5” which is not in the contract.

11.1.3 – Add definition of flex activity to distinguish from mandatory meeting pay.

18.1.2 (c) – Update language to allow for additional electronic means of distributing the Associate Faculty Availability form.

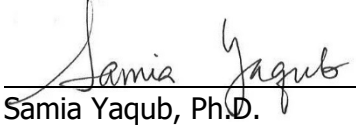
18.1.2 (e) – Add language that any unit member who chooses to not to work for the District for five (5) sequential terms will be separated from employment.

Appendix G – Review/update/create job descriptions for faculty positions.

Add section related to campus closure

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

December 16, 2020

Subject: Approval of the Board Meeting Schedule for 2021 and 2022	Item No: 20-8072 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Administration	Action Regular <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Information Consent <input type="checkbox"/> <input type="checkbox"/>
Submitted By: Samia Yaqub, Ph.D. Superintendent/President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Status

Every two years, it is the obligation of the Board of Trustees to designate the meeting schedule for the coming years.

2021		
Date	Location	Time
January 27, 2021	Teleconference	3pm (Retreat 9am)
February 17, 2021	Teleconference	1pm
March 10, 2021	Teleconference	1pm
April 14, 2021	Teleconference	1pm
May 19, 2021	Teleconference	1pm
June 30, 2021	Teleconference or 3536 Butte Campus Drive	3pm (Retreat 9am)
August 11, 2021	3536 Butte Campus Drive, Oroville, CA 95965	1pm
September 15, 2021	604 East Walker Street, Orland, CA 95963	1pm
October 13, 2021	3536 Butte Campus Drive, Oroville, CA 95965	1pm
November 17, 2021	3536 Butte Campus Drive, Oroville, CA 95965	1pm
December 15, 2021	3536 Butte Campus Drive, Oroville, CA 95965	1pm

2022		
Date	Location	Time
January 26, 2022	3536 Butte Campus Drive, Oroville, CA 95965	3pm (Retreat 9am)
February 16, 2022	3536 Butte Campus Drive, Oroville, CA 95965	1pm
March 9, 2022	604 East Walker Street, Orland, CA 95963	1pm
April 13, 2022	3536 Butte Campus Drive, Oroville, CA 95965	1pm
May 18, 2022	3536 Butte Campus Drive, Oroville, CA 95965	1pm
June 29, 2022	3536 Butte Campus Drive, Oroville, CA 95965	3pm (Retreat 9am)
August 10, 2022	3536 Butte Campus Drive, Oroville, CA 95965	1pm
September 14, 2022	604 East Walker Street, Orland, CA 95963	1pm
October 12, 2022	3536 Butte Campus Drive, Oroville, CA 95965	1pm
November 16, 2022	3536 Butte Campus Drive, Oroville, CA 95965	1pm
December 14, 2022	3536 Butte Campus Drive, Oroville, CA 95965	1pm

Recommendation

It is recommended that the Board of Trustees approve the Board Meeting Schedule for 2021 and 2022.