



## NOTICE OF REGULAR MEETING

May 19, 2021 | 1:00 p.m.

Teleconference

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*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](mailto: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](mailto:mccollumsh@butte.edu). Please submit the following information:

1. Your 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 Dahlmeier, President  
Ms. Julie Boss, Vice President  
Mr. Rick Krepelka, Clerk  
Mr. John Blacklock  
Mr. Michael Boeger  
Mr. Eugene Massa  
Mr. William McGinnis  
Ms. Zoey Jimenez, Student Trustee

### Pledge of Allegiance to the Flag

1. **Agenda Approval**

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2. **Spotlight Presentation**

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Mathematics, Engineering, Science Achievement: MESA

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

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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](mailto:mccollumsh@butte.edu).

4. **Approval of Consent Agenda**

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Approval of Minutes April 9, 2021 (Special)	Action	
Approval of Minutes April 14, 2021	Action	
Approval of Warrants	Action	21-8111
Ratification of Contracts	Action	21-8112
Approval of New Courses	Action	21-8113
Adoption of 2022-2023 Academic Calendar	Action	21-8114
Approval of Revisions, Review, and Adoption of Board Policies	Action	21-8115
Approval and/or Ratification of Personnel Actions	Action	21-8116
<u>Management</u>		
<i>Employments and working out-of-class</i>		
<u>Academic Employees</u>		
<i>Employments</i>		
<u>Classified Employees</u>		
<i>Employments and increases</i>		
<u>Temporary Employees</u>		
<i>Substitutes, Professional Expert, and Volunteers/Interns</i>		

5. **Information-Reports**

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

6. **Communications from the Public**

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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](mailto:mccollumsh@butte.edu).

7. **Contracts**

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Approval of Contracts	Action	21-8117
Approval to Purchase Products and Services from CampusLogic utilizing the Foundation for California Community Colleges Contract Number CB-235-18	Action	21-8118
Approval of Contract to Purchase Advanced Network Services from Corporation for Education Network Initiatives (CENIC) as a Sole Source Procurement	Action	21-8119
Approval of Contract to Purchase Information Technology Services from Experis US, Inc. utilizing State of California Master Service Agreement Number 5167010-066	Action	21-8120
Approval of Contract Award for Special Services of Information Technology Research and Advisory Services from Gartner, Inc.	Action	21-8121
Approval to Purchase Furniture from Krueger International (KI) utilizing the Foundation for California Community Colleges Contract Number CB-145-18	Action	21-8122
Approval of Contract to Purchase Information Technology Services from Veridion Security, Inc. utilizing California Multiple Award Schedule Number 3-18-70-3410B	Action	21-8123
Approval of Contract to Purchase Technology Services from XAP Corporation as a Sole Source Procurement	Action	21-8124
Approval of Contract Award for Special Services of Master Data Management Software Maintenance Services from YOUnite, Inc.	Action	21-8125

Approval of Contract Award for Bid Butte Campus Drive Repair	Action	21-8126
Approval of Contract Award for Bid Gas Line Phase III Repair	Action	21-8127

**8. Human Resources**

Approval of the Equal Employment Opportunity Fund Multiple Method Allocation Certification Form, Fiscal Year 2020-2021	Action	21-8128
Adoption of Resolution 801: Appointing an Interim Chief Technology Officer (CTO)	Action	21-8129

**9. Administration**

Approval of Emeritus Recommendations, 2020-2021	Action	21-8130
Discussion of Foundation Request to Waive Monetary Reimbursement to the District for 2019-2020	Information	21-8131

**10. Future Dates**

June 30, 2021	Special Meeting	Main Campus for Trustees and limited staff; Teleconference for public (due to distancing issues)	9:00 a.m.
June 30, 2021	Regular Meeting	Main Campus for Trustees and limited staff; Teleconference for public (due to distancing issues)	3:00 p.m.
August 11, 2021	Regular Meeting	TBD	3:00 p.m.
September 15, 2021	Regular Meeting	TBD	3:00 p.m.

**11. 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 54957.6:

- a. CONFERENCE WITH LABOR NEGOTIATOR  
Name of Agency Negotiator: Andrew Suleski  
Name of organization representing employees: BCEA

Pursuant to Government Code section 54957.6:

- b. CONFERENCE WITH LABOR NEGOTIATOR  
Name of Agency Negotiator: Andrew Suleski  
Name of organization representing employees: PFA

Pursuant to Government Code Section 54957:

- c. EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/COMPLAINT
- d. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Superintendent/President

Pursuant to Government Code Section 54956.95:

- e. LIABILITY CLAIM – Update on claims filed against the District  
Claimant: Susan Dawson  
Agency: Butte-Glenn Community College District
- f. LIABILITY CLAIM – Update on claims filed against the District  
Claimant: Donald Finkbiner  
Agency: Butte-Glenn Community College District

**12. 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.  
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.



## MINUTES OF SPECIAL MEETING

April 9, 2021

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The Board of Trustees of the Butte-Glenn Community College District met on Friday, April 9, at 1:00 PM, via teleconference.

**Board Members Present** Mr. John Dahlmeier, President (via teleconference)  
Mr. Rick Krepelka, Clerk (via teleconference)  
Mr. John Blacklock (via teleconference)  
Mr. Michael Boeger (via teleconference)  
Mr. Eugene Massa (via teleconference)  
Mr. William McGinnis (via teleconference)

**Board Member Absent** Ms. Julie Boss, Vice President

**Staff Members Present (All attended via teleconference)**  
Dr. Samia Yaqub, Superintendent/President  
Ms. Shannon McCollum, Executive Asst to the President and Board  
Mr. Greg Stoup, Vice President

**Guests** None

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

Ms. McCollum led the Pledge of Allegiance to the Flag.

1. **Agenda Approval**

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

Motion carried by the following roll call vote:

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

Nos – none

Absent – Trustee Boss

2. **Communications from the Public**

There were no public comments.

**Study Session: Trustee Fellowship Project and Action Plan**

Superintendent/President Yaqub stated the study session was to develop the action plan for the Trustee Fellowship Project. The Trustees reviewed disaggregated data on Latinx students. VP Stoup presented three metrics to help understand how this population is progressing. Trustees reviewed the Action Plan and offered suggestions.

3. **Adjournment**

Board President Dahlmeier adjourned the meeting at 1:56 PM.



## MINUTES OF REGULAR MEETING

April 14, 2021

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The Board of Trustees of the Butte-Glenn Community College District met on Wednesday, April 14, 2021, at 1:00 PM, via teleconference.

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

**Board Member Absent** None Ms. Zoey Jimenez, Student Trustee

**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  
Dr. Peter Gitau, Vice President  
Mr. Greg Stoup, Vice President  
Mr. Andy Suleski, Vice President  
Dr. Kenneth Bearden, Academic Senate President  
Mr. Peter Dahl, Classified Senate President  
Ms. Denise Adams, Dean of Instruction  
Mr. Alessandro Baldi, Physical Science Instructor  
Ms. Kim Bartsch, Mathematics Instructor  
Ms. Kam Bull, Dean of Instruction  
Ms. Melissa Cafferata-Ainsworth, Admin Asst to VP of Student Services  
Ms. Lisa DeLaby, Director Institutional Advancement  
Ms. Teresa Doyle, Dean of Instruction  
Ms. Laree Hartman, Accounting Instructor  
Ms. Patti Hubbard, Nursing Instructor  
Ms. Michelle Kelley, Business Computer Information Systems  
Ms. Kim Jones, Director, Facilities Planning & Management  
Mr. Joel Keebler, Dean of Instruction  
Ms. Lori Koehnen, Admin of Justice Instructor  
Ms. Ruth Ann McKalip, Employment Technician  
Mr. Jim Nicholas, Director Business Services  
Ms. Annie Rafferty, Director Contract Ed  
Ms. Eileen Ross, Manager Cosmetology & Barbering Operations  
Ms. Amelia Taylor, Nursing Instructor  
Mr. Mario Vela, Director Kinesiology & Athletics  
Ms. Rachel Wood, Program Coordinator International Students  
Ms. Linda Zorn, Ex. Director Economic & Workforce Dev  
Mr. Brad Zuniga, Dean of Student Services

## **Guests**

Ms. Carrie Rasmussen, Attorney Lozano Smith  
Mr. Thomas Gauthier, Attorney Lozano Smith

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

Trustee Blacklock led the Pledge of Allegiance to the Flag.

### **1. Agenda Approval**

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

Motion carried by the following roll call vote:

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

Nos – none

Absent – none

Student Trustee – Aye

### **2. Personnel**

#### **Probationary Faculty Tenure Recommendations, 2020-2021, Item 21-8099**

Dr. Yaqub discussed how important the process of tenure is for our faculty. Dr. Yaqub introduced Vice President Virginia Guleff who said a few words about the 9 probationary faculty members who are recommended for tenure.

It was moved by Trustee Blacklock, seconded by Trustee McGinnis, to grant tenure to the recommended fourth-year, third contract, probationary faculty members effective Fall 2021 as presented.

Motion carried by the following roll call vote:

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

Nos – none

Absent – Boss (due to brief technical issues)

Student Trustee – Absent

### **3. Spotlight Presentation – Cosmetology and Barbering Center**

Dr. Yaqub welcomed Kam Bull, Dean of Instruction, to present on the Cosmetology & Barbering Center. Ms. Bull gave a history of the Center, enrollment numbers, and future plans like nails, for the Center. She also discussed how the students are staying safe while learning during the pandemic. Trustee Boeger asked if there were plans to have night or weekend classes? Ms. Bull stated she is getting data from the community to see if there is enough interest to support this option.

### **4. Communications from the Public – Consent Agenda Items**

There were no public comments.

### **5. Approval of Consent Agenda, Item 21-8100 to 21-8104**

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

Motion carried by the following roll call vote:

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

Nos – none

Absent – none

Student Trustee – Absent

### **6. Information Reports**

**Academic Senate President's Report** – Kenneth Bearden

Dr. Bearden stated Academic Senate will keep with their current discipline structure and add an Equity and Inclusion Specialist. There is a new slate of Executive Members for Fall 2021. He also gave an update on upcoming events.

**Classified Senate President's Report** – Peter Dahl

Mr. Dahl gave an update on campus events. He stated Classified Senate is voting on Emeritus Nominations. Classified Professionals Day is May 27. He is looking forward to coming back to campus July 1 as well as additional information on how that will work.

**Student Trustee Comment** – Zoey Jimenez

Ms. Jimenez was unable to attend the meeting. Dr. Yaqub read the statement of student updates that Ms. Jimenez provided which included: acknowledgement of Arab American Heritage Month, continued use of BC Connect, upcoming AS elections, multiple murals on campus, and upcoming AS events.

**Superintendent/President's Report** – Dr. Samia Yaqub

Dr. Yaqub stated the Respiratory Care program went through a successful accreditation review. She informed the Board the Puente Program application was approved. The Puente Program will support educationally underrepresented students enroll in four-year colleges. Dr. Yaqub updated the Trustees on the results of the student survey which include financial insecurity, social isolation, a lack of appropriate study space and adjusting to remote learning formats. In response to these challenges Butte is offering an array of financial support, more face-to-face classes in the fall, and providing courses and programs at the Chico Center. Dr. Yaqub announced that Tray Robinson will be our Inclusion Diversity Equity and Anti-Racism Officer starting July 1.

**Board Comments**

Trustee Boeger stated he was glad to hear about more face-to-face options for students. Trustee Massa is looking forward to getting back to face-to-face meetings. Trustee Krepelka is concerned about cyber security and wants to make sure Butte is protected. Trustee McGinnis stated all community colleges are experiencing great losses in enrollment. Trustee Blacklock congratulated the faculty receiving tenure today. He stated this group is of great quality and experiences. Trustee Boss is also looking forward to in person meetings. Trustee Dahlmeier expressed his pride in staff and faculty for their accomplishment over this past year.

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

There were no public comments.

8. **Contracts**

**Approval of Contracts, Item 21-8105**

It was moved by Trustee Blacklock, seconded by Trustee Boss, 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 Dahlmeier, Boss, Krepelka, Blacklock, Boeger, Massa, and McGinnis

Nos – none

Absent – none

Student Trustee – Absent

9. **Administration**

**Consider Adoption of Resolution 799: Resolution Declaring Intent to Transition from At-Large to By-Trustee Area Governing Board Member Elections, Item 21-8106**

Dr. Yaqub introduced Carrie Rasmussen from Lozano Smith, Attorney at Law. Ms. Rasmussen discussed the history of Butte College and how Glenn County became part of Butte-Glenn Community College District in 1975. She also discussed the purpose of the California Voting Rights Act. She went over how the college

currently handles election of Trustees. Ms. Rasmussen presented the process of changing to By-Trustee Area elections and the timeline to complete this transition.

It was moved by Trustee McGinnis, seconded by Trustee Boeger, to adopt Resolution 799 declaring intent to transition from At-Large to By-Trustee area governing Board member elections.

Motion carried by the following roll call vote:

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

Nos – none

Absent – none

Student Trustee – Absent

**Consider Adoption of Resolution 800: Resolution in Support of Diversity, Equity, and Inclusion Awareness Month, Item 21-8107**

It was moved by Trustee Boeger, seconded by Trustee Blacklock, to adopt Resolution 800, in support of Diversity, Equity, and Inclusion Awareness Month.

Motion carried by the following roll call vote:

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

Nos – none

Absent – none

Student Trustee – Absent

**Approval of Trustee Fellowship Intersession Project Action Plan, Item 21-8108**

It was moved by Trustee Blacklock, seconded by Trustee McGinnis, to approve the Trustee Fellowship Intersession Project Action Plan.

Motion carried by the following roll call vote:

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

Nos – none

Absent – none

Student Trustee – Absent

**Approval of Administrative Procedure 2745: Board Self-Evaluation, Item 21-8109**

It was moved by Trustee Krepelka, seconded by Trustee Boss, to adopt Administrative Procedure 2745: Board Self Evaluation.

Motion carried by the following roll call vote:

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

Nos – none

Absent – none

Student Trustee – Absent

**Proposed Revisions, Review, and Adoption of Board Policies, Item 21-8110**

Dr. Yaqub stated the Board Policy Revision Review Committee, comprised of Trustees McGinnis and Blacklock, have done a comprehensive review of policies and are keeping to the policy review timeline. These policies are submitted to the Board as informational and any suggestions for change will be incorporated into the final version which will be presented to the Board for approval at the May Board meeting.

**10. Closed Session**

Board President Dahlmeier reported the following action was taken during Closed Session, in accordance with Government Code section 54954.5:

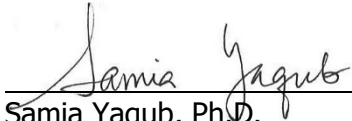
There was no reportable action.

**11. Adjournment**

Board President Dahlmeier adjourned the meeting at 2:49 PM.

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

**May 19, 2021**

<b>Subject:</b> Approval of Warrants	<b>Item No:</b> 21-8111 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Finance	<b>Action</b> <input checked="" type="checkbox"/> <b>Regular</b> <input type="checkbox"/> <b>Information</b> <input type="checkbox"/> <b>Consent</b> <input checked="" type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Vice President	<b>Approved By:</b>  Samia Yaqub, Ph.D. Superintendent/President

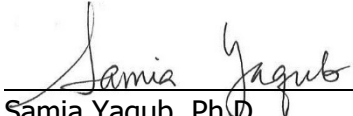
It is recommended that the Board of Trustees approve the vendor, payroll, and financial aid warrants for the period of April 1, 2021 to May 2, 2021.

<b>Type of Warrant</b>	<b>Check/Voucher Sequence</b>	<b>Total</b>
Vendor	664505 - 665300	\$ 10,175,565.05
Payroll	524861 – 524975	\$ 3,486,307.11
Financial Aid	338328 – 339340	\$ 1,114,815.92

Warrant registers are available for review in the Business Office.

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

**May 19, 2021**

<b>Subject:</b> Ratification of Contracts	<b>Item No:</b> 21-8112 <b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Category:</b> Contracts	<b>Action Regular</b> <input checked="" type="checkbox"/> <input type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/> <input checked="" type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Vice President	<b>Approved By:</b>  _____ 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 April 2021. 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**  
**April 2021**

<b>Contract Effective Date</b>	<b>Contract Expiration Date</b>	<b>Contractor</b>	<b>Contract Purpose</b>	<b>Contract Value Revenue/(Expense)</b>	<b>Funding Source (Fund)</b>	<b>Originated by: District Department</b>	<b>Approved by: District Administrator</b>
5/27/21	5/28/21	Mount Shasta Resort	Banquet Information and Policy for Fire Summit Event	(\$3,763.00)	Restricted General	North Far North Regional Consortium	Guleff
7/1/21	6/30/24	Amber Grove Place	Clinical Experience Agreement	\$0.00	Unrestricted General	Health Occupations	Guleff
7/1/21	6/30/23	Boys & Girls Clubs of the North Valley	Clinical Experience Agreement	\$0.00	Unrestricted General	Health Occupations	Guleff
7/1/21	6/30/23	Chico Christian Preschool & Infant Center	Clinical Experience Agreement	\$0.00	Unrestricted General	Health Occupations	Guleff
7/1/21	6/30/23	Riverside Point Healthcare & Wellness Centre	Clinical Experience Agreement	\$0.00	Unrestricted General	Health Occupations	Guleff
3/23/21	6/30/23	Chico Terrace Healthcare & Wellness Centre LP	Clinical Experience Agreement	\$0.00	Unrestricted General	Health Occupations	Guleff
3/23/21	3/4/21	Fong Tran	Amendment to Contract extend Term and increase Fee	(\$350.00)	Restricted General	Transfer Counseling	Gitau
4/6/21	4/6/21	Rachel McBride-Praetorius	Diversity Days Speaker	(\$150.00)	Unrestricted General	Student Equity & Achievement	Gitau
4/7/21	4/7/21	Rachel McBride-Praetorius	Diversity Days Speaker	(\$150.00)	Unrestricted General	Student Equity & Achievement	Gitau
4/6/21	4/6/21	Amber Noel-Camacho	Diversity Days Speaker	(\$150.00)	Unrestricted General	Student Equity & Achievement	Gitau
4/7/21	4/7/21	Santy Gray	Diversity Days Speaker	(\$150.00)	Unrestricted General	Student Equity & Achievement	Gitau
5/5/21	5/5/21	Pa N. Vue	Hmong Legacy Workshop	(\$400.00)	Restricted General	Student Equity & Achievement	Gitau
4/24/21	4/24/21	Allen Meyers	Change Agent Summit Event Presenter	(\$100.00)	Fiduciary	Student Life	Gitau
4/24/21	4/24/21	Breanna Holbert	Change Agent Summit Event Presenter	(\$100.00)	Fiduciary	Student Life	Gitau
4/24/21	4/24/21	Charles Withuhn	Change Agent Summit Event Presenter	(\$100.00)	Fiduciary	Student Life	Gitau
4/24/21	4/24/21	Cory Hunt	Change Agent Summit Event Presenter	(\$100.00)	Fiduciary	Student Life	Gitau
4/24/21	4/24/21	Diane Suzuki	Change Agent Summit Event Presenter	(\$100.00)	Fiduciary	Student Life	Gitau
4/24/21	4/24/21	Gerard Ungerman	Change Agent Summit Event Presenter	(\$100.00)	Fiduciary	Student Life	Gitau
4/24/21	4/24/21	Jess Mercer	Change Agent Summit Event Presenter	(\$100.00)	Fiduciary	Student Life	Gitau
4/7/21	4/24/21	Jessica Gadow	Graphic design for Change Agent Summit Event	(\$200.00)	Fiduciary	Student Life	Gitau
4/24/21	4/24/21	Maggie Scarpa	Change Agent Summit Event Presenter	(\$100.00)	Fiduciary	Student Life	Gitau
4/24/21	4/24/21	Melody Leppard	Change Agent Summit Event Presenter	(\$100.00)	Fiduciary	Student Life	Gitau
4/24/21	4/24/21	Mercedes Macias	Change Agent Summit Event Presenter	(\$100.00)	Fiduciary	Student Life	Gitau
4/24/21	4/24/21	Pamm Larry	Change Agent Summit Event Presenter	(\$200.00)	Fiduciary	Student Life	Gitau
4/24/21	4/24/21	Sage Brazil-Few	Change Agent Summit Event Presenter	(\$100.00)	Fiduciary	Student Life	Gitau
4/24/21	4/24/21	Siana Sonoquie	Change Agent Summit Event Presenter	(\$100.00)	Fiduciary	Student Life	Gitau
4/24/21	4/24/21	Steven Marquardt	Change Agent Summit Event MC & Presenter	(\$750.00)	Fiduciary	Student Life	Gitau
4/10/21	5/27/21	Ashley Bills	Game Management Liaison	(\$500.00)	Unrestricted General	Health, Kinesiology & Athletics	Guleff
4/10/21	5/27/21	David Silverstein	Statistician for Baseball	(\$1,000.00)	Unrestricted General	Health, Kinesiology & Athletics	Guleff
4/10/21	5/27/21	Derrick Biley	Statistician for Softball	(\$500.00)	Unrestricted General	Health, Kinesiology & Athletics	Guleff
4/10/21	5/27/21	Easton Hawkins	Announcer for Baseball	(\$500.00)	Unrestricted General	Health, Kinesiology & Athletics	Guleff
4/10/21	5/27/21	Jacob Martinez	Film Services for Sports	(\$500.00)	Unrestricted General	Health, Kinesiology & Athletics	Guleff
4/10/21	5/27/21	Joe Shufelberger	Announcer for Softball	(\$500.00)	Unrestricted General	Health, Kinesiology & Athletics	Guleff

**Butte-Glenn Community College District**  
**CONTRACTS RATIFICATION REPORT**  
**Contracts Signed by the Superintendent/President or Vice President for Administration**  
**April 2021**

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
4/10/21	5/27/21	Trevor Oilar-Wilson	Scoreboard for Baseball	(\$500.00)	Unrestricted General	Health, Kinesiology & Athletics	Guleff
4/23/21	4/23/21	Dr. Mya Poe	Workshop Facilitator	(\$500.00)	Unrestricted General	Professional Development	Guleff
4/3/21	4/3/21	Lishia Rahman-Jackson	Associate Faculty Conference Presenter	(\$375.00)	Unrestricted General	Professional Development	Guleff
4/3/21	4/3/21	Arnie Schoenberg	Associate Faculty Conference Facilitator	(\$375.00)	Unrestricted General	Professional Development	Guleff
3/1/21	6/30/21	Art Cota	Coordination of Fire Technology Summit	(\$4,500.00)	Restricted General	North Far North Regional Consortium	Guleff
4/21/21	4/21/21	Chico State Enterprises	Book In Common Event	(\$5,000.00)	Restricted General	Student Equity & Achievement	Gitau
3/1/21	6/30/23	The Regents of the University of California UC Berkeley's Center for Educational Partnerships' ("CEP") Puente Project ("Puente")	Cooperative Agreement to establish Butte College as a Puente Program project site	\$50,000.00	Restricted General	Student Services	Gitau
7/1/21	6/30/25	PyraMED Health Systems	PyraMED Cloud Edition Software License & Services Agreement	(\$60,407.42)	Restricted General	Student Health Clinic	Gitau
4/22/21	5/21/21	Pockets Change	Financial Literacy "Beyond Budgeting" Workshops	(\$10,000.00)	Restricted General	Inspiring Scholars	Gitau
4/1/21	6/30/23	Career America LLC dba Ocelot	Text Campaigns Ocelot End User License Agreement	(\$25,380.00)	Restricted General	Financial Aid	Gitau
7/1/20	6/30/22	Chancellor's Office of the California Community College District	Student Right to Know Reporting Subscription Agreement	(\$17,700.00)	Unrestricted General	Institutional Effectiveness	Stoup
4/26/21	4/26/26	Global Study Partners	International Recruitment Agent	(\$700.00)/student x 2 semesters	Unrestricted General	International Recruitment	Gitau
4/26/21	4/26/26	AMV Consultancy Services Trading Co. Ltd.	International Recruitment Agent	(\$700.00)/student x 2 semesters	Unrestricted General	International Recruitment	Gitau
4/15/21	6/30/21	Shasta College	Amendment to Contact increasing Fee	(\$926.00)	Restricted General	Regional Director Health	Guleff
4/1/21	7/30/21	College of the Redwoods	Community Education Front Office Receptionist Training and Medical Office Receptionist Training	(\$11,925.00)	Restricted General	Regional Director Health	Guleff
3/1/21	6/30/21	Lassen Community College	Subcontract Agreement supporting JFF Google IT Cert Project	(\$3,000.00)	Restricted General	Regional Director ICT/DM	Guleff
4/26/21	Upon Payment	Computerland	VMware Basic Support Coverage ACAD VCENTER Svr 7 Basic Support Coverage Academic Vmware VSPHERE 7	(\$6,540.00)	Unrestricted General	Information Technology	Stoup
7/2/21	7/1/22	VMware, Inc.	VMWare Software End User License Agreement	\$0.00	Unrestricted General	Information Technology	Stoup
4/30/21	4/30/22	Solarwinds Worldwide, LLC	SolarWinds Products Annual Maintenance End User License Agreement	(\$11,282.36)	Unrestricted General	Information Technology	Stoup
Upon Purchase	1 year	RealVNC Limited	VNC Connect Enterprise Device Access Subscription End User License Agreement	(\$2,503.63)	Unrestricted General	Information Technology	Stoup
Upon Payment	One Year	Ekahau, Inc.	Ekahau Connect Subscription End User License Agreement	(\$5,410.00)	Unrestricted General	Information Technology	Stoup
4/27/21	Upon Payment	Klein Educational Systems, Inc.	Purchase Quote for eLearning Library Subscription Amatrol Main Library	(\$8,320.00)	Restricted General	Drafting	Guleff
Upon Order	4 Months	Amatrol, Inc.	Terms and Conditions of Use for Amatrol Main Library Subscription	\$0.00	Restricted General	Drafting	Guleff

**Butte-Glenn Community College District**  
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4/27/21	Upon Payment	GoEngineer	Purchase Quote for SolidWorks EDU, Draftsight Enterprise for Education, and Educational 3DExperience 3D Designer and on-board training services	(\$9,970.00)	Restricted General	Drafting	Guleff
7/31/21	8/31/22	Dassault Systèmes SolidWorks Corporation	License and Online and Subscription Services Agreement	\$0.00	Restricted General	Drafting	Guleff
1/1/21	12/31/21	Humboldt State University Sponsored Programs Foundation	Subaward Agreement for SBDC 2021 Project	(\$202,000.00)	Restricted General	Small Business Development Center	Guleff
4/25/21	12/31/21	Marlena Sparkman	Business Consulting & Training	(\$5,000.00)	Restricted General	Small Business Development Center	Guleff
4/12/21	12/31/21	Keesha Nicole LLC	Business Outreach, Marketing & Recruiting	(\$10,000.00)	Restricted General	Small Business Development Center	Guleff
3/1/21	6/30/22	Abernathy-VMservices, LLC	Subcontract Agreement supporting PG&E Utility Line Clearance Arborist Training Project	(\$50,000.00)	Restricted General	Contract Education	Guleff
2/16/21	9/30/21	California Manufacturing Technology Consulting	Small Business Technical Assistance Expansion Program CMA+	\$22,500.00	Restricted General	Contract Education	Guleff
3/2/20	3/31/22	Carriere Family Farms, Inc.	Employer Participation Agreement Employment Training Panel (ETP) Training Project	Est. ETP Funding \$20,330.00	Restricted General	Contract Education	Guleff
3/1/21	3/26/21	College of the Sequoias	Subcontract Agreement supporting PG&E Utility Line Clearance Arborist Training Project	(\$26,245.00)	Restricted General	Contract Education	Guleff
4/19/21	6/30/22	College of the Sequoias	Subcontract Agreement supporting PG&E Utility Line Clearance Arborist Training Project	(\$306,023.00)	Restricted General	Contract Education	Guleff
4/19/21	8/31/21	Firestorm Wildland Fire Suppression, Inc.	Subcontract Agreement supporting PG&E Utility Line Clearance Arborist Training Project	(\$37,400.00)	Restricted General	Contract Education	Guleff
4/19/21	6/30/22	Kern Community College District	Subcontract Agreement supporting PG&E Utility Line Clearance Arborist Training Project	(\$306,023.00)	Restricted General	Contract Education	Guleff
4/9/21	6/30/22	Margaret Schmidt Business Solutions	Amendment to Contract extending Term and increasing Fee	(\$5,000.00)	Restricted General	Contract Education	Guleff
4/5/21	5/7/21	Mountain F. Enterprises, Inc.	Subcontract Agreement supporting PG&E Utility Line Clearance Arborist Training Project	(\$14,100.00)	Restricted General	Contract Education	Guleff
3/1/21	4/2/21	North American Training Solutions, Inc.	Subcontract Agreement supporting PG&E Utility Line Clearance Arborist Training Project	(\$32,000.00)	Restricted General	Contract Education	Guleff
4/19/21	6/30/22	North American Training Solutions, Inc.	Subcontract Agreement supporting PG&E Utility Line Clearance Arborist Training Project	(\$157,500.00)	Restricted General	Contract Education	Guleff
4/19/21	6/30/22	San Bernardino Community College District	Subcontract Agreement supporting PG&E Utility Line Clearance Arborist Training Project	(\$306,026.00)	Restricted General	Contract Education	Guleff
2/5/21	2/28/21	SpaceData, LLC	Amendment to Contract increasing Fees	(\$26,000.00)	Restricted General	Contract Education	Guleff
4/29/21	6/30/23	Anderson Valley Unified School District	Grant Agreement for K12 Strong Workforce Program NFNRC	(\$236,925.00)	Restricted General	Strong Workforce Program	Guleff
4/19/21	6/30/23	Chico Unified School District	Grant Agreement for K12 Strong Workforce Program NFNRC	(\$949,717.00)	Restricted General	Strong Workforce Program	Guleff
4/22/21	6/30/23	Corning Union High School District	Grant Agreement for K12 Strong Workforce Program NFNRC	(\$213,902.00)	Restricted General	Strong Workforce Program	Guleff
4/22/21	6/30/23	Folsom-Cordova Unified School District	Grant Agreement for K12 Strong Workforce Program NFNRC	(\$586,117.00)	Restricted General	Strong Workforce Program	Guleff
4/19/21	6/30/23	Gateway Community Charters on behalf of Community Collaborative Charter	Grant Agreement for K12 Strong Workforce Program NFNRC	(\$219,000.00)	Restricted General	Strong Workforce Program	Guleff
4/26/21	6/30/23	Gateway Community Charters Sacramento Academic & Vocational Academy (SAVA)	Grant Agreement for K12 Strong Workforce Program NFNRC	(\$500,000.00)	Restricted General	Strong Workforce Program	Guleff

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4/19/21	6/30/23	Lassen Union High School District	Grant Agreement for K12 Strong Workforce Program NFNRC	(\$269,000.00)	Restricted General	Strong Workforce Program	Guleff
4/26/21	6/30/23	Maxwell Unified School District	Grant Agreement for K12 Strong Workforce Program NFNRC	(\$480,000.00)	Restricted General	Strong Workforce Program	Guleff
4/19/21	6/30/23	Northern Summit Academy - Shasta	Grant Agreement for K12 Strong Workforce Program NFNRC	(\$250,000.00)	Restricted General	Strong Workforce Program	Guleff
4/19/21	6/30/23	Placer Union High School District	Grant Agreement for K12 Strong Workforce Program NFNRC	(\$190,602.00)	Restricted General	Strong Workforce Program	Guleff
4/28/21	6/30/23	Plumas Unified School District	Grant Agreement for K12 Strong Workforce Program NFNRC	(\$199,730.00)	Restricted General	Strong Workforce Program	Guleff
4/19/21	6/30/23	Roseville Joint Union High School District	Grant Agreement for K12 Strong Workforce Program NFNRC	(\$813,246.00)	Restricted General	Strong Workforce Program	Guleff
4/22/21	6/30/23	San Juan Unified School District	Grant Agreement for K12 Strong Workforce Program NFNRC	(\$129,268.00)	Restricted General	Strong Workforce Program	Guleff
4/19/21	6/30/23	Shasta Union High School District	Grant Agreement for K12 Strong Workforce Program NFNRC	(\$1,372,078.00)	Restricted General	Strong Workforce Program	Guleff
4/26/21	6/30/23	Visions in Education	Grant Agreement for K12 Strong Workforce Program NFNRC	(\$9,363.00)	Restricted General	Strong Workforce Program	Guleff
4/22/21	6/30/23	Yuba County Office of Education	Grant Agreement for K12 Strong Workforce Program NFNRC	(\$12,840.00)	Restricted General	Strong Workforce Program	Guleff
4/19/21	6/30/23	Yuba City Unified School District	Grant Agreement for K12 Strong Workforce Program NFNRC	(\$315,286.00)	Restricted General	Strong Workforce Program	Guleff
4/15/21	6/30/22	College of the Redwoods	Allocation Agreement for Strong Workforce Program NFNRC	(\$783,032.00)	Restricted General	Strong Workforce Program	Guleff
4/15/21	6/30/22	College of the Redwoods	Allocation Agreement for Strong Workforce Program NFNRC Projects in Common Workforce Training	(\$28,000.00)	Restricted General	Strong Workforce Program	Guleff
4/26/21	6/30/22	College of the Redwoods	Allocation Agreement for Strong Workforce Program NFNRC Projects in Common Marketing	(\$40,000.00)	Restricted General	Strong Workforce Program	Guleff
4/15/21	6/30/22	College of the Siskiyou	Allocation Agreement for Strong Workforce Program NFNRC	(\$413,296.00)	Restricted General	Strong Workforce Program	Guleff
4/22/21	6/30/22	College of the Siskiyou	Allocation Agreement for Strong Workforce Program NFNRC Projects in Common Marketing	(\$40,000.00)	Restricted General	Strong Workforce Program	Guleff
4/15/21	6/30/22	College of the Siskiyou	Allocation Agreement for Strong Workforce Program NFNRC Projects in Common Workforce Training	(\$28,000.00)	Restricted General	Strong Workforce Program	Guleff
4/15/21	6/30/22	Lake Tahoe Community College District	Allocation Agreement for Strong Workforce Program NFNRC	(\$287,250.00)	Restricted General	Strong Workforce Program	Guleff
4/15/21	6/30/22	Lake Tahoe Community College District	Allocation Agreement for Strong Workforce Program NFNRC Projects in Common Workforce Training	(\$28,000.00)	Restricted General	Strong Workforce Program	Guleff
4/15/21	6/30/22	Lake Tahoe Community College District	Allocation Agreement for Strong Workforce Program NFNRC Projects in Common Marketing	(\$40,000.00)	Restricted General	Strong Workforce Program	Guleff
4/15/21	6/30/22	Lassen Community College District	Allocation Agreement for Strong Workforce Program NFNRC	(\$289,118.00)	Restricted General	Strong Workforce Program	Guleff
4/15/21	6/30/22	Lassen Community College District	Allocation Agreement for Strong Workforce Program NFNRC Projects in Common Workforce Training	(\$28,000.00)	Restricted General	Strong Workforce Program	Guleff
4/15/21	6/30/22	Lassen Community College District	Allocation Agreement for Strong Workforce Program NFNRC Projects in Common Marketing	(\$40,000.00)	Restricted General	Strong Workforce Program	Guleff
4/15/21	6/30/22	Shasta-Tehama-Trinity Community College District	Allocation Agreement for Strong Workforce Program NFNRC	(\$1,219,058.00)	Restricted General	Strong Workforce Program	Guleff

**Butte-Glenn Community College District**  
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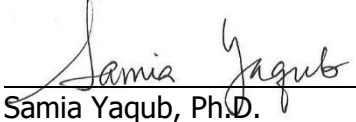
<b>Contract Effective Date</b>	<b>Contract Expiration Date</b>	<b>Contractor</b>	<b>Contract Purpose</b>	<b>Contract Value Revenue/(Expense)</b>	<b>Funding Source (Fund)</b>	<b>Originated by: District Department</b>	<b>Approved by: District Administrator</b>
4/15/21	6/30/22	Shasta-Tehama-Trinity Community College District	Allocation Agreement for Strong Workforce Program NFNRC Projects in Common Restorative Justice Project	(\$110,147.00)	Restricted General	Strong Workforce Program	Guleff
4/15/21	6/30/22	Shasta-Tehama-Trinity Community College District	Allocation Agreement for Strong Workforce Program NFNRC Projects in Common Workforce Training	(\$28,000.00)	Restricted General	Strong Workforce Program	Guleff
4/15/21	6/30/22	Shasta-Tehama-Trinity Community College District	Allocation Agreement for Strong Workforce Program NFNRC Projects in Common Marketing	(\$40,000.00)	Restricted General	Strong Workforce Program	Guleff
4/15/21	6/30/22	Woodland Community College	Allocation Agreement for Strong Workforce Program NFNRC Projects in Common Workforce Training	(\$28,000.00)	Restricted General	Strong Workforce Program	Guleff
4/15/21	6/30/22	Woodland Community College	Allocation Agreement for Strong Workforce Program NFNRC Projects in Common Marketing	(\$40,000.00)	Restricted General	Strong Workforce Program	Guleff
7/1/21	6/30/22	AccessibilityOz, Inc.	OzPlayer Hosted Services Agreement and Terms of Service	(\$10,000.00)	Restricted General	CCC Technology Center	Stoup
7/1/20	6/30/21	College of Marin	Allocation Agreement to reimburse cost of an AT&T Gigaman Circuit for Network Services	(\$13,200.00)	Restricted General	CCC Technology Center	Stoup
3/30/21	Upon Payment	Computerland	Azure software subscription	(\$1,320.00)	Restricted General	CCC Technology Center	Stoup
4/1/21	3/31/22	Microsoft Corporation	Camps and School Agreement Volume Licensing for Azure software	\$0.00	Restricted General	CCC Technology Center	Stoup
5/1/21	6/30/22	Constant Contact, Inc.	Constant Contact Toolkit - Email Plus Website and Products Terms and Conditions of Use	(\$3,283.00)	Restricted General	CCC Technology Center	Stoup
7/1/21	6/30/22	Onix	Equidox document conversion software tool License Agreement	(\$80,000.00)	Restricted General	CCC Technology Center	Stoup
Upon Payment	One Year	OpenVPN, Inc.	OpenVPN Access Server Subscription End User License Agreement and Terms	(\$2,483.00)	Restricted General	CCC Technology Center	Stoup
7/1/21	6/30/22	Pope Tech LLC	Pope Tech Web Accessibility Scanning and Pope Tech Instructor Accessibility Guide License Terms of Use	(\$68,725.00)	Restricted General	CCC Technology Center	Stoup
7/1/21	6/30/22	Sensus APS	SensusAccess Subscription Terms and Conditions	(\$45,000.00)	Restricted General	CCC Technology Center	Stoup
4/26/21	Upon Payment	SHI International Corp.	SHI Online Customer Resale Terms and Conditions	(\$3,666.34)	Restricted General	CCC Technology Center	Stoup
7/1/21	6/30/22	DataCore Software Corporation	DataCore Software Support Services Terms and Conditions	\$0.00	Restricted General	CCC Technology Center	Stoup
4/26/21	Upon Payment	SHI International Corp.	SHI Online Customer Resale Terms and Conditions	(\$117.51)	Restricted General	CCC Technology Center	Stoup
Upon Purchase	One Year	Adobe, Inc.	Adobe Acrobat Pro DC for teams - Team Licensing Subscription Value Incentive Plan Terms and Conditions	\$0.00	Restricted General	CCC Technology Center	Stoup
4/29/21	Upon Payment	SHI International Corp.	SHI Online Customer Resale Terms and Conditions	(\$57,049.10)	Restricted General	CCC Technology Center	Stoup
7/1/21	6/30/22	Tibco	Master Terms for Jaspersoft software	\$0.00	Restricted General	CCC Technology Center	Stoup
5/6/21	5/5/22	SurveyMonkey, Inc.	Subscription Governing Services Agreement	(\$576.00)	Restricted General	CCC Technology Center	Stoup
7/1/21	6/30/22	Vanilla Forums, Inc.	Software Subscription Authorization Agreement for Two (2) Vanilla Communities Corporate Subscriptions	(\$49,118.40)	Restricted General	CCC Technology Center	Stoup
7/1/21	6/30/22	Vocalinks, Inc.	End User License Agreement for ClaroRead Plus Annual License for Post Secondary	(\$3,680.00)	Restricted General	CCC Technology Center	Stoup
7/5/21	7/4/22	Zendesk, Inc.	Master Subscription Agreement for Products to provide OpenCCC Helpdesk Services	(\$24,948.00)	Restricted General	CCC Technology Center	Stoup

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5/15/21	8/31/21	California Renovation Carpet One	Chico Center carpet replacement	(\$10,017.01)	Unrestricted General	Facilities Planning & Management	Suleski
4/26/21	6/30/21	North Valley Tree Service	Trees (4) removal at west side of Technology building	(\$10,800.00)	Measure J	Facilities Planning & Management	Suleski
4/26/21	6/30/21	North Valley Tree Service	Tree (1) removal at east side of Technology building	(\$5,400.00)	Measure J	Facilities Planning & Management	Suleski
4/1/21	1/31/22	NV5	Agreement for Laboratory of Record Services for Technology Remodel Project	(\$85,963.25)	Capital	Facilities Planning & Management	Suleski
3/1/21	8/31/21	Shirah Builders	Project Management Services for Cosmetology & Barbering Center State Board Practice Room	(\$2,682.15)	Restricted General	Facilities Planning & Management	Suleski
4/15/21	5/1/21	Sierra Range Electric	Electrical upgrades to AHPS-123	(\$11,000.00)	Restricted General	Facilities Planning & Management	Suleski
4/11/21	9/1/21	Voltage Specialists	Install camera at CBC-120	(\$1,780.00)	Unrestricted General	Facilities Planning & Management	Suleski
			<b>TOTAL REVENUE CONTRACTS</b>	<b>\$72,500.00</b>			
			<b>TOTAL EXPENSE CONTRACTS</b>	<b>(\$12,426,678.17)</b>			

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

**May 19, 2021**

<b>Subject:</b> Approval of New Courses	<b>Item No:</b> 21-8113 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Office of Instruction	<b>Action Regular</b> <input checked="" type="checkbox"/> <input type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/> <input checked="" type="checkbox"/>
<b>Submitted By:</b> Virginia Guleff Vice President	<b>Approved By:</b>  Samia Yaqub, Ph.D. Superintendent/President

**Background**

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

AET 55 – Advanced Specialized Equipment Operation

There is a large demand for operators trained in this discipline. Our industry partner, Mountain Enterprises, will provide the specialized equipment which will be use in training. With the fires in the western United States being caused by inadequate clearance of vegetation from power lines, the utility companies are putting a high priority on power line clearing. Therefore there has been an explosion of job growth within this industry.

**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**

**Agricultural Engineering Technology (AET)**

**AET 55 – Advanced Specialized Equipment Operation**

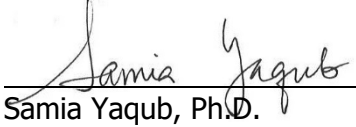
**4 Unit(s)**

Transfer Status: CSU  
 34 hours Lecture  
 102 hours Lab

This course covers specialized equipment and adverse jobsite conditions that are encountered in utility line clearance work. Coursework will prepare students for the job site and equipment safety practices and procedures, equipment selection, equipment pre-operation and adjustment, and operation of equipment in normal and adverse conditions.

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

**May 19, 2021**

<b>Subject:</b> Adoption of 2022-2023 Academic Calendar	<b>Item No:</b> 21-8114 <b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Category:</b> Instruction	<b>Action</b> <input checked="" type="checkbox"/> <b>Regular</b> <input type="checkbox"/> <b>Information</b> <input type="checkbox"/> <b>Consent</b> <input checked="" type="checkbox"/>
<b>Submitted By:</b> Virginia L. Guleff, Vice President	<b>Approved By:</b>  Samia Yaqub, Ph.D. Superintendent/President

**Background**

The Board of Trustees must adopt academic calendars. The BCEA contract states in Section 3.14 that the "District agrees to negotiate on the calendar with Association in order to allow Association input prior to presentation to the Board for final decision."

**Status**

The District has received input from BCEA, which concurs with the proposed 2022-2023 Academic Calendar. In addition, the Academic Senate, the Leadership Team, and the Deans and Directors have each reviewed and approved the proposed calendar. The start of Fall 2022 and Spring 2023 terms, and spring break align with Chico State.

Enclosed for the Board's information is a copy of the proposed 2022-2023 Academic Calendar.

**Recommendation**

It is recommended the Board of Trustees adopt the Academic Calendar for 2022-2023 as proposed.

# ACADEMIC CALENDAR 2022-2023

June 2022

			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		



SUMMER SESSION (23 days) 

Jan 2023

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

July 2022

				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

FALL (81 days)   
 WINTER SESSION (15 days) (Jan 3 - Jan 20) 

Feb 2023

			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

Aug 2022

	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			



FINALIS WEEK   
 LEGAL/LOCAL HOLIDAYS (10 days) 

Mar 2023

			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Sept 2022

				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	



INSTRUCTIONAL BREAKS   
 FACULTY INSTITUTE (2 days) 

Apr 2023

						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Oct 2022

						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					


PROFESSIONAL DEVELOPMENT "FLEX" DAYS (11 days)   
 NON-INSTRUCTIONAL SATURDAYS 

May 2023

	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Nov 2022

		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

THANKSGIVING EVE   
 (Classes that end 6pm or later do not meet)

June 2023

				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Dec 2022

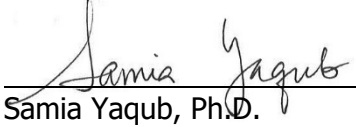
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**BUTTE-GLENN COMMUNITY COLLEGE DISTRICT  
BUTTE COLLEGE**

*(Administrative and Classified Staff will work all days except legal and local holidays and specified vacation days.)*

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

**May 19, 2021**

<b>Subject:</b> Approval of Revisions, Review, and Adoption of Board Policies	<b>Item No:</b> 21-8115 <b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Category:</b> Administration	<b>Action Regular</b> <input checked="" type="checkbox"/> <b>Information Consent</b> <input checked="" type="checkbox"/>
<b>Submitted By:</b> Samia Yaqub, Ph.D. Superintendent/President	<b>Approved By:</b>  Samia Yaqub, Ph.D. Superintendent/President

**Background**

The District subscribes to the Community College League’s Policy and Procedure subscription service which was created to assist districts develop, revise, and adopt policies and procedures based on criteria that are legally required, legally advised, or suggested as good practice for boards and districts.

As policy review is conducted, appropriate campus constituency areas are consulted. Once review and consultation is complete, policies are submitted to the President’s Office for final review by the president and the Board Policy Review Committee consisting of Trustees McGinnis and Blacklock.

**Status**

The following Board Policies were presented to the Board at the April 14, 2021 regular meeting as an information item. Any suggestions for change were incorporated into the final version, which are now presented for adoption.

**Recommendation**

It is recommended that the Board of Trustees adopt the below Board Policies as proposed.

<b>Board Policy</b>	<b>Title</b>	<b>Action</b>
BP 4010	Academic Calendar	Review
BP 4020	Program, Curriculum, and Course Development	Review
BP 4021	Program Vitality/Program Discontinuance	Rescind
BP 4025	Philosophy and Criteria for Associate Degree and General Education	Revised
BP 4030	Academic Freedom	Revised
BP 4040	Library Services	Revised
BP 4050	Articulation	Revised
BP 4055	CTE Transitions Articulation and Credit by Examination	Rescind
BP 4060	Delineation of Functions Agreements	Review
BP 4070	Auditing and Auditing Fees	Revised
BP 4100	Graduation Requirements for Degrees and Certificates	Revised
BP 4106	Nursing Programs	Review
BP 4110	Honorary Degrees	Revised
BP 4220	Standards of Scholarship	Revised
BP 4223	Human Subjects Research	Review
BP 4225	Course Repetition	New

<b>Board Policy</b>	<b>Title</b>	<b>Action</b>
BP 4226	Multiple and Overlapping Enrollments	Review
BP 4230	Grading and Academic Record Symbols	Review
BP 4231	Grade Changes	Review
BP 4235	Credit for Prior Learning	Review
BP 4240	Academic Renewal	Revised
BP 4250	Probation, Disqualification and Readmission	Review
BP 4260	Prerequisites and Co-requisites	Revised
BP 4300	Field Trips and Excursions	Review
BP 4400	Community Service Programs	Revised
BP 2435	Evaluation of the Superintendent/President	Revised
BP 3410	Nondiscrimination	Revised
BP 3430	Prohibition of Harassment	Revised
BP 3518	Child Abuse Reporting	Revised
BP 5035	Withholding of Student Records	Revised
BP 5500	Standards of Student Conduct	Revised
BP 7330	Communicable Disease - Employee	Revised



## BP 2435 Evaluation of Superintendent/President

References:	Accreditation Standard IV.C.3 <a href="#">Education Code Section 87663</a>
Adopted:	April 22, 2009
Last Revised:	April 17, 2019
Last Reviewed:	April 17, 2019

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The appointment of the Superintendent/President will be made by the Board of Trustees for a period of time agreed upon by the Board and the Superintendent/President. Three years will be considered a normal contract period for revised contracts subject to a favorable review by the Board of the Superintendent/President's performance. The initial contract period will be at the discretion of the Board of Trustees, but will in no event exceed three years.

The Board shall conduct an evaluation of the Superintendent/President annually. Each year the President of the Board will appoint a committee of three Trustees to evaluate the performance of the Superintendent/President. These appointments will consist of the Board President, Vice President, and Immediate Past President. The review should reflect the full spectrum of Board opinion. Such evaluation shall comply with any requirements set forth in the contract of employment with the Superintendent/President as well as this policy and associated procedures.

The Board shall evaluate the Superintendent/President using an evaluation process as described in Administrative Procedure 2435. The criteria for evaluation shall be based on Board procedures, the Superintendent/President's job description, and performance goals and objectives jointly developed by the Board and the Superintendent/President.

A written report will be presented by the Board President for consideration by the full Board in closed session. The Superintendent/President will receive a copy of the report and will be invited to discuss the report with the Board.

In the final year of the contract, the Board will follow this policy and associated procedures, and if the review is favorable, a new contract will be negotiated to begin at the conclusion of the final year. If the review is negative the Superintendent/President will be given a terminal year.

See Administrative Procedure 2435



## BP 3410 Nondiscrimination

References: Education Code Sections 66250 et seq., 72010 et seq., and 87100 et seq.;  
Title 5 Sections 53000 et seq. and 59300 et seq.;  
Penal Code Section 422.55;  
Government Code Sections 12926.1 and 12940 et seq.;  
Title 2 Sections 10500 et seq.;  
Labor Code Section 1197.5;  
ACCJC Accreditation Eligibility Requirement 20 and ACCJC Accreditation Standard  
Catalog Requirements

Adopted: May 22, 2013  
Last Revised: April 17, 2019, May 2021  
Last Reviewed: April 17, 2019

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The District is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities.

The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to national origin, immigration status, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because he ~~/-or~~ she /they is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

No District funds shall ever be used for membership, or for any participation involving financial payment or contribution on behalf of the District or any individual employed by or associated with it, to any private organization whose membership practices are discriminatory on the basis of national origin, immigration status, religion, age, gender, gender identity, gender expression, race, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veterans status, or because he ~~/-or~~ she /they is perceived to have one or more of the foregoing characteristics, or because of his ~~/-or~~ her /their association with a person or group with one or more of these actual or perceived characteristics.

The Superintendent/President or designee shall establish administrative procedures that ensure all members of the college community can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with the Title 5 regulations and those of other agencies that administer state and federal laws regarding nondiscrimination.

See Administrative Procedure 3400



## BP 3430 Prohibition of Harassment

References: Education Code Sections 212.5; 44100; 66252; 66281.5;  
Government Code Sections 12923, 12940, and 12950.1;  
Civil Code Section 51.9;  
Title 2 Sections 10500 et seq.;  
Title VII of the Civil Rights Act of 1964, 42 U.S. Code Annotated Section 2000e  
Age Discrimination in Employment Act of 1967 (ADEA);  
Americans with Disabilities Act of 1990 (ADA)

Adopted: May 22, 2013

Last Revised: April 17, 2019; October 16, 2019; October 14, 2020, [May 2021](#)

Last Reviewed: April 17, 2019

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All forms of harassment are contrary to basic standards of conduct between individuals. State and federal law and this policy prohibit harassment, and the District will not tolerate harassment. The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District shall be free of sexual harassment and all forms of sexual intimidation and exploitation including acts of sexual violence. The District shall also be free of other unlawful harassment, including that which is based on any of the following statuses: race, religious creed, color, national origin, [ethnicity](#), ancestry, [immigration status](#), physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation of any person, or military and veteran status, or because he/she/they is perceived to have one or more of the foregoing characteristics.

The District seeks to foster an environment in which all employees, students, unpaid interns, and volunteers feel free to report incidents of harassment without fear of retaliation or reprisal. Therefore, the District also strictly prohibits retaliation against any individual for filing a complaint of harassment or for participating in a harassment investigation. Such conduct is illegal and constitutes a violation of this policy. The District will investigate all allegations of retaliation swiftly and thoroughly. If the District determines that someone has retaliated, will take all reasonable steps within its power to stop such conduct. Individuals who engage in retaliatory conduct are subject to disciplinary action, up to and including termination or expulsion.

Any student, employee, unpaid intern, or volunteer who believes that he/she/they has been harassed or retaliated against in violation of this policy should immediately report such incidents by following the procedures described in AP 3400. The District requires supervisors to report all incidents of harassment and retaliation that come to their attention.

This policy applies to all aspects of the academic environment, including but not limited to classroom conditions, grades, academic standing, employment opportunities, scholarships, recommendations, disciplinary actions, and participation in any community college activity. In addition, this policy applies to all terms and conditions of employment, including but not limited

to hiring, placement, promotion, disciplinary action, layoff, recall, transfer, leave of absence, training opportunities, and compensation.

To this end the Superintendent/President or designee shall ensure that the institution undertakes education and training activities to counter harassment and to prevent, minimize and/or eliminate any hostile environment that impairs access to equal education opportunity or impacts the terms and conditions of employment.

The Superintendent/President or designee shall establish procedures that define harassment on campus. The Superintendent/President or designee shall further establish procedures for employees, students, unpaid interns, volunteers, and other members of the campus community that provide for the investigation and resolution of complaints regarding harassment and discrimination, and procedures for students to resolve complaints of harassment and discrimination. State and federal law and this policy prohibit retaliatory acts by the District, its employees, students, and agents.

The District will publish and publicize this policy and related written procedures (including the procedure for making complaints) shall be widely published and publicized to administrators, faculty, staff, students, unpaid interns, and volunteers particularly when they are new to the institution. The District will make this policy and related written procedures (including the procedure for making complaints) available in all administrative offices and will post them on the District's website.

Employees who violate the policy and procedures may be subject to disciplinary action up to and including termination. Students who violate this policy and related procedures may be subject to disciplinary measures up to and including expulsion. Unpaid interns who violate this policy and related procedures may be subject to disciplinary measure up to and including termination from the internship or other unpaid work experience program.

See Administrative Procedure 3400



**BP 3518 Child Abuse Reporting**

References: Penal Code Sections ~~261, 264.1, 273a, 273d, 285, 286, 288, 288a, 289, 647a, and 11164-11174.3;~~  
~~Welfare and Institutions Code Sections 300, 318, and 601;~~  
~~Family Code Sections 7802, 7807, 7808, 7820-7827, 7890, and 7892~~11164 et seq.

Adopted: November 12, 2008

Last Revised: May 2021

Last Reviewed: November 12, 2008; October 14, 2020

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The Superintendent/President or designee shall establish procedures related to the responsibility of employees, within the scope of employment or in their professional capacity, to report suspected abuse and neglect of children.

See Administration Procedure 3518



**BP 4010 Academic Calendar**

References: Education Code Section 70902(b)(12)

Adopted: June 24, 2009

Last Revised:

Last Reviewed: June 24, 2009, [May 2021](#)

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The Board recognizes that the preparation of a calendar for the College's student learning program is necessary for orderly educational planning and efficient operation of the District.

The Superintendent/President shall, in consultation with the appropriate employee groups, submit annually for Board approval, an academic calendar for a subsequent year. The two regular academic terms in the calendar will consist of no fewer than 175 days.

The Superintendent/President may modify the calendar in consultation with the appropriate groups when such alteration is deemed advisable and in the best learning and safety needs of the District.

See Administrative Procedure 4010



**BP 4020 Program, Curriculum, and Course Development**

References: Education Code Section 70901(b), 70902(b), 78016  
Title 5, Section 51000, 51022, 55100, 55130, 55150

Adopted: April 20, 2011

Last Revised: October 16, 2019

Last Reviewed: April 20, 2011; [May 2021](#)

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The Board has responsibility for the curriculum of the District.

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 including instruction and student learning. The Board retains authority to approve all programs and curricula offered by the District. The Board authorizes the administration to establish minimum enrollment requirements and procedures for canceling scheduled classes.

The programs and curricula of the District will be of high quality, relevant to community and student needs, and evaluated regularly to ensure quality and currency, and conduciveness to student success. The Superintendent/President shall establish procedures in consultation with the Academic Senate and the Vice President of Instruction for development and review of all curricular offerings, including their establishment, modification, or discontinuance. The Program Review process will also be considered.

The procedures shall include:

- appropriate involvement of the Academic Senate, departments, and faculty in all processes;
- regular review and justification of programs, course descriptions, and content;
- opportunities for training for persons involved in curriculum development and review; and
- consideration of job market and other related information for vocational and occupational programs.

All new programs and program discontinuances shall be approved by the Board of Trustees.

All new programs shall be submitted to the California Community Colleges Chancellor's Office for approval as required.

Individual degree-applicable credit courses offered as part of a permitted education program shall be approved by the Board. Non-degree-applicable credit and degree-applicable courses that are not part of an existing approved program must satisfy the conditions authorized by Title 5 regulations and shall be approved by the Board.

## **Credit Hour**

Consistent with federal regulations applicable to federal financial aid eligibility, the District shall assess and designate each of its programs as either a "credit hour" program or a "clock hour" program.

The Superintendent/President will establish procedures which prescribe the definition of "credit hour" consistent with applicable Title 5 and federal regulations, as they apply to community college districts.

The Superintendent/President shall establish procedures to assure that curriculum at the District complies with the definition of "credit hour" or "clock hour," where applicable. The Superintendent/President shall also establish procedure for using a clock-to-credit hour conversion formula to determine whether a credit hour program is eligible for federal financial aid. The conversion formula is used to determine whether such a credit-hour program has an appropriate minimum number of clock hours of instruction for each credit hour it claims.

See Administrative Procedure 4020



**~~BP 4021~~      ~~Program Vitality/Program Discontinuance~~**

References:      Education Code Section 78106  
                         Title 5 Sections 51022, 55130  
Adopted:           September 15, 2010  
Last Revised:     [This policy is not legally required and is not part of the CCLC's vetted policies. The subject matter is covered under BP4020](#)  
Last Reviewed:   September 15, 2010

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The Board of Trustees recognizes its responsibility to establish, maintain, and evaluate program quality, effectiveness and efficiency.

Because of the far-reaching consequences of decisions which influence programs and personnel, including faculty, staff, administrators, and especially students, the Board of Trustees cannot make programmatic decisions lightly. The Board will require substantive and persuasive data – collected over a reasonable period of time – in order to make decisions either for or against retaining programs.

The Vice President of Student Learning, in collaboration with the Academic Senate, shall develop those processes, procedures, and measures which will address Title 5, Section 51022: "College districts are required by current regulation and statute to develop a process for program discontinuance and minimum criteria for the discontinuance of occupational programs."

The Board must remember that all programs, when approved, were considered to be positive additions to the curriculum.

See Administrative Procedure 4021



**BP 4025**      **Philosophy and Criteria for Associate Degree and General Education**

References:      Title 5 Section 55061  
                         Accreditation Standard II.A.3  
Adopted:          April 20, 2011  
Last Revised:     May 2021  
Last Reviewed:   April 20, 2011

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Courses that are designated to fulfill the general education and depth requirements shall be congruent with the following philosophy:

The awarding of an Associate degree is intended to represent more than an accumulation of units. It recognizes a successful attempt on the part of the college and its faculty to lead students through patterns of learning experiences designed to develop the capabilities and insights requisite to educated citizenship in a democratic society. Among these are the ability to think critically and independently; to communicate clearly and effectively both orally and in writing; to apply mathematics; to understand the modes of inquiry of major academic disciplines; to understand and respect other cultures and ethnicities; to develop historical understanding; to achieve and act on insights gained through experience in thinking about ethical problems; to acquire an appreciation for the arts; to commit to a life of self-integration and wellness; to understand their civic responsibilities; and to develop the capacity for self-understanding and empathy for others. In addition to these accomplishments, the student shall possess sufficient depth in some field of knowledge to contribute to lifetime interest.

Central to an Associate Degree, general education is designed to introduce students to the variety of means through which people comprehend the contemporary world. It reflects the conviction of higher education that those who receive their degrees must possess in common certain disciplines and habits of mind. College educated persons must be able to use this knowledge when evaluating and appreciating the physical environment, the culture, and the society in which they live. Most importantly, general education should lead to a deeper understanding of the natural and human world and of the institutions that support civil society.

In establishing or modifying a general education program, methods shall be pursued to create coherence and integration among the separate requirements. It is also desirable that general education programs involve students actively in examining values inherent in the proposed solutions to major problems facing society.

The Superintendent/President shall establish procedures to assure that courses used to meet general education and associate degree requirements will reflect the values and criteria of this general education philosophy. The procedures shall provide for Academic Senate advice and direction on the aims and outcomes of the general education program.

See Administrative Procedure 4025



**BP 4030 Academic Freedom**

References: Title 5, Section 51023;  
Accreditation Standard [I.C.7, ACCJC Accreditation Eligibility Requirement 2011-A-7](#)  
Adopted: May 25, 2011  
Last Revised: [May 2021](#)  
Last Reviewed: May 25, 2011

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It is the responsibility of the Butte-Glenn Community College District to provide an institutional environment that encourages academic freedom and instills respect and commitment to the obligations required to maintain these freedoms.

Academic freedom represents the continual search for truth, and it includes protection for the teacher to teach and for the student to learn without coercion, censorship, or other forms of restrictive interference. Academic freedom recognizes that freedom to teach and freedom to learn imply both rights and responsibilities within the framework of the law. Free discussion and free access to information, therefore, are the heart of the continuing search for truth.

Academic freedom is the freedom to discuss all relevant matters in the classroom, to explore all avenues of scholarship, research, and creative expression, and to speak or write without institutional discipline or restraint on matters of public concern as well as on matters related to professional duties and the functioning of the College. Academic responsibility implies the faithful performance of professional duties and obligations, the recognition of the demands of the scholarly enterprise, and the candor to make it clear that when one is speaking on matters of public interest, one is not speaking for the institution.

There are no administrative procedures for this policy.



**BP 4040      Library Services**

References:      Education Code Section 78100  
                         Civil Code Section 1798.90

Adopted:            May 22, 2013

Last Revised:      May 2021

Last Reviewed:    May 22, 2013

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The District shall maintain regularly available library services, including online services, that are an integral part of the educational program and meet the standards of the Accrediting Commission for Community and Junior Colleges and the Reader Privacy Act.

There are no administrative procedures for this policy.



**BP 4050      Articulation**

References: Title 5, Section 51022(b); [Accreditation Standard II.A.10](#)  
Education Code Sections 66720-66744.

Adopted: June 23, 2010

Last Revised: [May 2021](#)

Last Reviewed: June 23, 2010

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The Superintendent/President shall establish procedures that allow for articulation of the District's educational programs with proximate high schools and baccalaureate granting institutions. The procedures may also support articulation with institutions, including community colleges, that are not geographically proximate but that are appropriate and advantageous for partnership with the District in fostering student opportunity.

See Administrative Procedure 4050



**BP 4055**      ~~CTE Transitions Articulation and Credit by Examination~~

References:      Title 5, Section 51022(b), 55050, 55051,

Adopted:      May 22, 2013

Last Revised:      ~~This policy is not legally required and is not part of the CCLC's vetted policies. The subject matter is covered under BP4050~~

Last Reviewed:      May 22, 2013

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Title 5 grants authority to the Board to award credit to high school students enrolled in articulated courses. The Superintendent/President shall develop procedures for developing articulation agreements and the awarding of college credit through CTE transitions articulation and credit by examination.

See Administrative Procedure 4055



**BP 4060 Delineation of Functions Agreements**

References: Education Code Sections 8535 and 8536

Adopted: March 24, 2010

Last Revised:

Last Reviewed: March 24, 2010, [May 2020](#)

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Whenever a mutual agreement either with a school district or other educational entity relating to responsibility for noncredit continuing education programs is required by state law, the Superintendent/President shall present an appropriate Memorandum of Understanding to the Board for approval.

There are no administrative procedures for this policy.



**BP 4070      Auditing and Auditing Fees**

References:      Education Code Section 76370

Adopted:      June 23, 2010

Last Revised:      May 2021

Last Reviewed:      June 23, 2010

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Students may audit courses.

Any authorized fees must be paid. Audit fees are non-refundable.

The fee for auditing courses shall be no more than \$15.00 per unit. Students enrolled in classes to receive credit for ten (10) or more semester credit units shall not be charged a fee to audit three or fewer semester units per semester.

A student who enrolls on an audit basis is not awarded either a grade or credit.

No student who begins auditing a course shall be permitted to change his/~~or~~ her/their enrollment to receive credit for the course.

Priority in class enrollment shall be given to students enrolled in the course for credit towards a degree or certificate. A student attending a class on an audit basis may be disenrolled to provide room for regularly enrolled students when necessary.

See Administrative Procedure 4070



**BP 4100      Graduation Requirements for Degrees and Certificates**

References:      Education Code Section 70902(b)(3)  
                         Title 5, Sections 55060 et seq.  
Adopted:         September 14, 2011  
Last Revised:    April 17, 2019, May 2021  
Last Reviewed:   April 17, 2019

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The District grants the degrees of Associate in Arts, ~~and~~ Associate in Science, and Associate Degree for Transfer to those students who have completed the subject requirements for graduation and who have maintained a 2.0 grade average in subjects attempted. Students must also complete the general education residency and competency requirements set forth in Title 5 regulations.

Students may be awarded a Certificate of Achievement upon successful completion of a minimum of 16 or more semester units of degree-applicable course work designed as a pattern of learning experiences designed to develop certain capabilities that may be oriented either to career or general education.

The Vice President of Student Learning shall collaborate with the Academic Senate to establish procedures to determine degree and certificate requirements that include appropriate involvement of the college Curriculum Committee. The procedures shall ensure that graduation requirements are published in the college catalog and included in other resources that are convenient for students.

See Administrative Procedure 4100



**BP 4106      Nursing Programs**

References:      Education Code Sections 66055.8, 66055.9, 70106, 70120, 70125, 70128.5,  
78260,78261.5, 87482, 89267, 89267.3, 92645;  
Title 5 Sections 55060, et seq;  
Health and Safety Code Section 128050

Adopted:      April 20, 2011

Last Revised:

Last Reviewed:      April 20, 2011, [May 2020](#)

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Nursing students who have already earned a baccalaureate or higher degree from a regionally accredited institution of higher learning are not required to complete any general education requirements. Instead, these students only need to complete the coursework necessary for licensing as a registered nurse.

The District shall consider all of the following when screening nursing students: academic degrees or diplomas, or relevant certificates, held by the applicant; and grade point average in relevant coursework.

Loan assumption agreements may be awarded to undergraduate and graduate students with demonstrated academic ability.



**BP 4110      Honorary Degrees**

References:      Education Code Section 72122

Adopted:      April 20, 2011

Last Revised:      [May 2021](#)

Last Reviewed:      April 20, 2011

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Honorary degrees may be awarded at commencement or some other equally appropriate time. The Board must approve the names of persons receiving honorary degrees.

The Superintendent/President, in collaboration with the Vice President for [Instruction](#)~~Student Learning~~ and the Academic Senate, shall establish procedures and criteria for awarding honorary degrees.

See Administrative Procedure 4110



**BP 4220 Standards of Scholarship**

References: Education Code Section 70902 subdivision (b)(3); Title 5 Sections 51002, 55020 et seq., 55031 et seq., 55040 et seq., and 55050 et seq.  
Adopted: April 20, 2011  
Last Revised: April 17, 2019; [May 2021](#)  
Last Reviewed: April 17, 2019

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The Superintendent/President or designee shall develop procedures, in collaboration with the Vice President for Instruction and the Academic Senate, that establish standards of scholarship consistent with the provisions of Title 5 Sections 51002, 55020 et seq., 55030 et seq., 55040 et seq., 55050 et seq., and Board policy.

These procedures shall address: grading practices, academic record symbols, grade point average, credit [by examination for prior learning](#), academic and progress probation, academic and progress dismissal, academic renewal, course repetition, limits on remedial coursework, and grade changes.

These procedures shall be described in the college catalog.

See Administrative Procedure 4220



**BP 4223 Human Subjects Research**

References: US Title 45, Code of Regulations, Part 46

Adopted: August 4, 2010

Last Revised:

Last Reviewed: August 4, 2010, May 2021

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The Board recognizes that a function of higher education is to engage in research in the pursuit of new knowledge regarding the physical, biological, and social worlds of humanity. To this end the Board directs the Superintendent/President or designee to collaborate with the Academic Senate in developing procedures for the protection of human subjects in research conducted within the college or off campus by members of the college community.

See Administrative Procedure 4223



**BP 4225      Course Repetition**

References:      Title 5 Section 55040-55042; 55044, 580161

Adopted:      May 2021

Last Revised:

Last Reviewed:

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Students may repeat courses in which substandard grades (less than "C," and including "FW") were earned. The Board has determined reasonable limitations on course repetition as described in AP 4225 titled Course Repetition.

When course repetition occurs, the permanent academic record shall be annotated in such a manner that all work remains legible, ensuring a true and complete academic history.

See Administrative Procedure 4225



**BP 4226      Multiple and Overlapping Enrollments**

References:      Title 5, Section 55007

Adopted:      September 14, 2011

Last Revised:

Last Reviewed:      September 14, 2011, [May 2021](#)

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The Superintendent/President shall establish procedures to ensure that students may only enroll in two or more sections of the same credit course during the same term if the length of the course provides that the student is not enrolled in more than one section at any given time.

Students may only enroll in two or more courses where the meeting times overlap under the conditions specified in Title 5, Section 55007.

See Administrative Procedure 4226



**BP 4230      Grading and Academic Record Symbols**

References:      Title 5, Section 55023

Adopted:      April 20, 2011

Last Revised:

Last Reviewed:      April 20, 2011, [May 2020](#)

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Courses shall be graded using the grading system established by Title 5.

The grading system shall be published in the college catalog and made available to students. The grading system shall include the "FW" grade for unofficial withdrawal.

See Administrative Procedure 4230



**BP 4231      Grade Changes**

References:      Education Code Sections 76224 and 76232  
                         Title 5 Section 55025

Adopted:            April 20, 2011

Last Revised:

Last Reviewed:    April 20, 2011, [May 2021](#)

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The Superintendent/President shall implement procedures to ensure the accuracy and integrity of all grades awarded by faculty. The procedures shall include, but not necessarily be limited to, the following:

- Assurance that in the absence of mistake, bad faith, fraud or incompetence, the grades awarded by faculty shall be final.
- Procedures for students to challenge the correctness of grades.
- Installation of security measures to protect grade records and grade storage systems from unauthorized access.
- Limitations on access to grade records and grade storage systems to those whose positions require such access
- Discipline for students or staff who are found to have either gained access to grade records without proper authorization or to have changed grades without proper authorization.
- Notice to students, faculty, transfer institutions, accreditation agencies, and law enforcement agencies if unauthorized access to grade records and grade storage systems is discovered to have occurred.

See Administrative Procedure 4231, Board Policy 3310, BP and AP 5040



**BP 4235      Credit for Prior Learning**

References:      Title 5 Section 55050

Adopted:      February 29, 2012

Last Revised:

Last Reviewed:      February 29, 2012, May 2021

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Credit may be earned by students who satisfactorily pass authorized examinations. The Superintendent/President shall establish administrative procedures in consultation with the Vice President of Instruction and Academic Senate to implement this policy.

See Administrative Procedure 4235



**BP 4240      Academic Renewal**

References:      Title 5, Section 55044

Adopted:      April 20, 2011

Last Revised:      May 2021

Last Reviewed:      April 20, 2011

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Previously recorded substandard academic performance may be disregarded if it is not reflective of a student's demonstrated ability.

The Superintendent/President shall establish administrative procedures, in consultation with the Academic Senate and the Vice President for Student Learning Instruction, that provide for academic renewal.

See Administrative Procedure 4240



**BP 4250 Probation, Dismissal, and Readmission**

References: Education Code Section 70902 subdivision (b)(3);  
Title 5 Sections 55031-55034

Adopted: April 20, 2011

Last Revised: October 16, 2019

Last Reviewed: April 20, 2011, [May 2021](#)

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**Probation**

There are two kinds of probation at Butte College: Academic and Progress.

A student shall be placed on academic probation if he or she has attempted a minimum of 12 semester units of work and has a grade point average of less than a "C" (2.0).

A student shall be placed on progress probation if he or she has enrolled in a total of at least 12 semester units and the percentage of all units in which the student has enrolled, for which entries of "W" (withdrew), "I" (incomplete), and "NP" (not passed) were recorded reaches or exceeds 50 percent.

A student who is placed on probation may submit an appeal in accordance with procedures to be established by the Superintendent/President.

A student on academic probation shall be removed from probation when the student's accumulated grade point average is 2.0 or higher. A student on progress probation shall be removed from probation when the percentage of units in the categories of "W", "I", and "NP" drops below 50 percent.

**Dismissal**

A student who is on academic probation shall be subject to dismissal if the student has earned a cumulative grade point average of less than 2.0 in all units attempted in each of three (3) consecutive semesters. (For purposes of this policy, semesters shall be considered consecutive on the basis of the student's enrollment, so long as the break in the student's enrollment does not exceed one full primary term.)

A student who is on progress probation shall be subject to dismissal if the student has completed less than 50% of coursework in three (3) consecutive semesters.

A student who is subject to dismissal may submit a written appeal in compliance with administrative procedures. Dismissal may be postponed and the student continued on probation if the student either shows evidence of extenuating circumstances or shows significant improvement in academic achievement.

**Readmission**

A student who has been dismissed may either request reinstatement or file an appeal that indicates extenuating circumstances have changed. Readmission may be granted, granted with stipulations, denied, or postponed according to criteria contained in administrative procedures.

The Superintendent/President shall develop procedures for the implementation of this policy that comply with the Title 5 requirements.

See Administrative Procedure 4250



**BP 4260 Pre-Requisites and Co-Requisites**

References: Title 5, Sections 55000 and 55003

Adopted: April 20, 2011

Last Revised: [May 2021](#)

Last Reviewed: April 20, 2011

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The Superintendent/President or designee is authorized to establish, in collaboration with the Academic Senate, the Curriculum Committee, and the Vice President for [Student Learning Instruction](#), prerequisites, co-requisites, and advisories on recommended preparation for courses in the curriculum. All such prerequisites, co-requisites, and advisories shall be established in accordance with the standards set out in Title 5. Any prerequisites, co-requisites, or advisories shall be necessary and appropriate for achieving the purpose for which they are established.

The procedures shall include a way in which a prerequisite or co-requisite may be challenged by a student on grounds permitted by law. Prerequisites, co-requisites, and advisories shall be identified in college publications available to students.

See Administrative Procedure 4260



**BP 4300      Field Trips and Excursions**

References:      Title 5, Section 55220;  
                         Government Code Section 11139.8

Adopted:          April 20, 2011

Last Revised:     April 17, 2019

Last Reviewed:   April 17, 2019, [May 2021](#)

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The Superintendent/President shall establish procedures that regulate the use of District funds for student travel and attendance at conferences and other activities that are performed as a class assignment or co-curricular activity.

The District may pay for expenses of students participating in a field trip or excursion with auxiliary, grant, or categorical program funds if the funds are used consistently with the funding source. Any out of state student travel requires approval from the Board of Trustees. The expenses of instructors, chaperones, and other personnel traveling with students may be paid from District funds.

While on field trips and excursions, students and staff shall at all times adhere to the standards of conduct applicable to conduct on campus.

See Administrative Procedure 4300



**BP 4400      Community Services Programs**

References:      Education Code Section 78300

Adopted:      April 20, 2011

Last Revised:      May 2021

Last Reviewed:      April 20, 2011

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The District may ~~maintain~~ offer a community services program that offers classes in civic, vocational, literacy, health, homemaking, technical, and general education, including but not limited to classes in the fields of music, drama, art, handicraft, nature study, nature contacting, aquatic sports, and athletics.

The community services program shall be designed to contribute to the physical, mental, aesthetic, moral, economic, or civic development of the individuals or groups enrolled in it. Community services classes shall be open for admission of adults and of minors who can benefit from the programs.

No General Fund moneys may be expended to establish or maintain community services classes. Students involved in community services classes shall be charged a fee not to exceed the cost of maintaining the classes. Classes also may be offered for remuneration by contract or with contributions or donations of individuals or groups.

There are no administrative procedures for this policy.



**BP 5035      Withholding of Student Records**

References:      Title 5, Section 59410

Adopted:      December 10, 2008

Last Revised:      [May 2021](#)

Last Reviewed:      December 10, 2008

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Students or former students who have been provided with written notice that they have failed to pay a proper financial obligation shall have grades, ~~transcripts~~, diplomas, and registration privileges withheld.

See Administrative Procedure 5035



**BP 5500 Standards of Student Conduct**

References: Education Code Sections 66300, 66301;  
Accreditation Standard I.C.8 and 10

Adopted: December 10, 2008

Last Revised: October 16, 2019, [May 2021](#)

Last Reviewed: December 10, 2008

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The Superintendent/President shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process of the federal and state law and regulations. The procedures shall be made widely available to students through the college catalog and other means.

The procedures shall clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension, or expulsion of a student.

The Board of Trustees shall consider any recommendation from the Superintendent/President for expulsion. The Board shall consider an expulsion recommendation in closed session unless the student requests that the matter be considered in a public meeting. Final action by the Board on the expulsion shall be taken at a public meeting.

The procedures shall be made widely available to students through the college catalog and other means.

The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension, or expulsion of a student, except for conduct that constitutes sexual harassment under Title IX, which shall be addressed under BP 3433 Prohibition of Sexual Harassment under Title IX:

- Causing, attempting to cause, or threatening to cause physical injury to another person.
- Possession, sale or otherwise furnishing any firearm, knife, explosive or other dangerous object, including but not limited to any facsimile firearm, knife, or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a District employee, which is concurred in by the college president.
- Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the California Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code Section 11014.5.
- Committing or attempting to commit robbery or extortion.
- Causing or attempting to cause damage to District property or to private property on campus.

- Stealing or attempting to steal District property or private property on campus, or knowingly receiving stolen District property or private property on campus.
- Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the college or the District.
- Sexual assault or sexual exploitation regardless of the victim's affiliation with the District.
- Committing sexual harassment as defined by law or by District policies and procedures.
- Engaging in harassing or discriminatory behavior based on disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, immigration status, or any other status protected by law.
- Engaging in intimidating conduct or bullying against another student through words or actions, including direct physical contact; verbal assaults, such as teasing or name-calling; social isolation or manipulation; and cyberbullying.
- Willful misconduct which results in injury or death to a student or to college personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus.
- Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, college personnel.
- Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty.
- Dishonesty, forgery, alteration or misuse of college documents, records or identification; or knowingly furnishing false information to the District.
- Unauthorized entry upon or use of college facilities.
- Lewd, indecent, or obscene conduct on District-owned or controlled property or at District-sponsored or supervised functions.
- Engaging in expression which is obscene; libelous, or slanderous; or which so incites students as to create a clear and present danger of the commission of unlawful acts on college premises, or the violation of lawful District administrative procedures, or the substantial disruption of the orderly operation of the District.
- Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.

See Administrative Procedure 5500



**BP 7330      Communicable Disease**

References:            Education Code Sections 87408; 87408.6; 88021

Adopted:              November 12, 2008

Last Revised:        October 16, 2019, [May 2021](#)

Last Reviewed:      November 12, 2008

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All newly hired academic employees shall have on file a medical certificate indicating freedom from communicable diseases unfitting the employee to instruct or associate with students, including tuberculosis. No academic employee shall commence service until such medical certificate has been provided to the District.

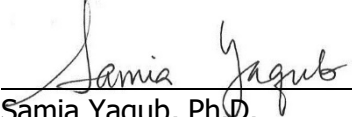
All newly hired employees must show that within the past 60 days they have submitted to a tuberculosis risk assessment and, if risk factors are present, been examined to determine that they are free from active tuberculosis. If risk factors were present at the tuberculosis risk assessment, and an examination occurs, after the examination the employee shall provide the District with a certificate from the employee's examining physician showing that the employee was examined and found to be free from active tuberculosis.

All employees shall be required to undergo an examination within four years of employment and every four years thereafter, to determine if they are free from tuberculosis.

See Administrative Procedure 7330

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

**May 19, 2021**

<b>Subject:</b> Approval and/or Ratification of Personnel Actions	<b>Item No:</b> 21-8116 <b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Category:</b> Human Resources	<b>Action Regular</b> <input checked="" type="checkbox"/> <input type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/> <input checked="" type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Vice President	<b>Approved By:</b>  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 Accounting Supervisor (Business Services) – Shann Pustejovsky  
 Full-time, 40 hours per week, 12 months per year  
 Salary: MSC-12  
 Effective: May 1, 2021
2. Employment of Director, Career and Technical Education Grants and Regional Projects (CTE) – Melisse Boyd  
 Full-time, 40 hours per week, 12 months per year  
 Salary: MSC-14  
 Effective: June 1, 2021
3. Employment of Inclusion, Diversity, Equity, and Anti-Racism Officer – Travon “Tray” Robinson  
 Full-time, 40 hours per week, 12 months per year  
 Salary: MSC-22  
 Effective: July 1, 2021
4. Employment of Interim Supervisor, Retention Specialist (Student Success Services) – Dawn Blackhorse  
 Effective: 4/1/21 – 6/30/21
5. Employee working Out-of-Class: VP of Instruction – Kam Bull  
 Effective: 3/18/21 – 4/9/21

**Academic\***

6. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Instructional Service Agreement – Work Training Center) – Tom Giannetto, Emmy Powell  
 Effective: March 12, 2021 – June 30, 2021
7. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Instructional Service Agreement – Work Training Center) – Patty Willis  
 Effective: April 5, 2021 – June 30, 2021

8. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Instructional Service Agreement – Work Training Center) – Jeannette Bradford  
Effective: March 26, 2021 – June 30, 2021
9. Employment of Temporary Academic Employees (Instructors and Student Development) Part-Time Faculty recommended for employment effective Spring Semester 2021 – Eric Forsberg, Natalie Mathrole, Casey O’Hern, Ryan Rubinoff

**Classified Employees\***

10. Employment of Student Activities Specialist – Karla Guzman Mohedano  
Full-time, 40 hours per week, 11 months per year  
Salary: CSEA-24  
Effective: May 3, 2021
11. Employment of Program Assistant (CDC) – Nicole Cancilla  
Full-time, 40 hours per week, 12 months per year  
Salary: CSEA-29  
Effective: June 1, 2021
12. Permanent Increase from 32 hours per week to 40 hours per week, Administrative Secretary Grants (CTE) – Tristan “Becca” Mortimer  
Effective: January 25, 2021

**Temporary Employees\***

**13. Substitutes**

- Correction: Extra Help – Chief Technology Officer (District) – Fred Sherman  
Salary: \$75.71 per hour 3/15/21 – 4/30/21
- Special Programs Clerk (Student Equity & Achievement) – Robin Cripe  
Salary: \$18.50 per hour 3/25/21 – 6/30/21
- Instructional Aide – Cosmetology (CBC)– Thomas Gastelum  
Salary: \$18.00 per hour 3/15/21 – 6/30/21
- Maintenance Technician Sr. (FPM) – Kyle Robbins  
Salary: \$23.25 per hour 3/8/21 – 6/30/21
- Instructional Aide – Reading & Writing (CAS) – Isabella Silva  
Salary: \$18.00 per hour 3/22/21 – 6/30/21

**14. Professional Expert**

- Crime Scene Actor – Palmer Stamps  
Salary: \$14.00 per hour 3/11/21 – 6/30/21

**15. Volunteers/Interns**

- Volunteer (English/ESL) – Neesa Sonoquie

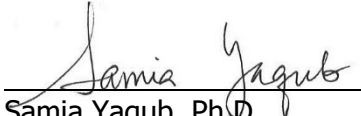
**16. Retirements/Resignations**

- Resignation, Program Coordinator Safe Place – Quinsea Pratt  
Effective: May 29, 2021
- Resignation, English Instructor – John LaPine  
Effective: July 1, 2021
- Resignation, Project Manager (CCCTC), Crystal Hernandez  
Effective: April 21, 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**

**May 19, 2021**

<b>Subject:</b> Approval of Contracts	<b>Item No:</b> 21-8117 <b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Category:</b> Contracts	<b>Action Regular</b> <input checked="" type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Vice President	<b>Approved By:</b>  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 \$96,700.00 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).

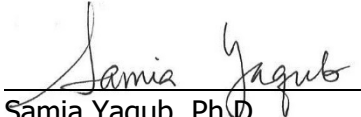
**Butte-Glenn Community College District**

**CONTRACTS APPROVAL REPORT**

<b>Contract Effective Date</b>	<b>Contract Expiration Date</b>	<b>Contractor</b>	<b>Contract Purpose</b>	<b>Contract Value Revenue/(Expense)</b>	<b>Funding Source</b>	<b>Originated by: District Department</b>	<b>Approved by: District Administrator</b>
7/1/21	6/30/24	Butte County Department of Employment and Social Services	Job Skills Workshop Instruction Services	\$407,837.00	Restricted General	Student Services	Gitau
Upon Signature	6/30/23	El Dorado Union High School District	Grant Agreement for K12 Strong Workforce Program North Far North Regional Consortium <i>Revised Contract Value since Board Approval 2/17/21</i>	(\$61,500.00)	Restricted General	Strong Workforce Program	Guleff
7/1/21	6/30/22	Foundation for California Community Colleges	Subcontract Agreement to provide Public Relations and Marketing Services to California Community Colleges to support CCC Technology Center's mission <i>Pursuant to Grant Agreements Work Plans</i>	(\$150,000.00)	Restricted General	CCC Technology Center	Stoup
7/1/21	6/30/22	Palomar College	Subaward Agreement to provide system-wide CCC Confer services for CCC faculty and staff and the annual Online Teaching Conference <i>Pursuant to Grant Agreement Work Plan</i>	(\$3,750,000.00)	Restricted General	CCC Technology Center	Stoup
7/1/21	6/30/22	ArborWorks, Inc.	Subcontract Agreement supporting PG&E Utility Line Clearance Arborist Training Project <i>Revised Contract Dates and Value since Board Approval 4/19/21</i>	(\$273,600.00)	Restricted General	Contract Education	Guleff
5/10/21	6/30/22	Mountain F. Enterprises	Subcontract Agreement supporting PG&E Utility Line Clearance Arborist Training Project <i>Revised Contract Value since Board Approval 4/19/21</i>	(\$165,600.00)	Restricted General	Contract Education	Guleff
			<b>TOTAL REVENUE CONTRACTS</b>	<b>\$407,837.00</b>			
			<b>TOTAL EXPENSE CONTRACTS</b>	<b>(\$4,400,700.00)</b>			

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

**May 19, 2021**

<b>Subject:</b> Approval to Purchase Products and Services from CampusLogic utilizing the Foundation for California Community Colleges Contract Number CB-235-18	<b>Item No:</b> 21-8118 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Contracts	<b>Action Regular</b> <input checked="" type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Vice President	<b>Approved By:</b>  Samia Yaqub, Ph.D. Superintendent/President

**Background**

The District’s Financial Aid Department requires products and services, including: StudentForms, CampusMetrics for StudentForms, and AutoReconciliation for Enrollment Management. Funding will be allocated from the Unrestricted General Fund.

Public Contract Code Section 20661 authorizes the Chancellor of the California Community Colleges to enter into contracts on behalf of one or more community college districts. The Foundation for California Community Colleges (FCCC), a nonprofit organization, serves as the official foundation supporting the Board of Governors, Chancellor’s Office, and the entire California Community College system. FCCC operates CollegeBuys, a cooperative purchasing program designed to leverage the buying power of community college districts. CollegeBuys secures the most advantageous pricing from enterprise level vendors using system-wide agreements.

**Status**

District staff recommends use of the awarded FCCC Contract Number CB-235-18, as a source to purchase the required products and services from CampusLogic, as needed during the term of July 1, 2021 through June 30, 2024, in the amount not to exceed \$165,506.00. District staff has reviewed available leveraged purchasing agreements and other formal purchasing options and found that this FCCC contract best meets the needs of the District.

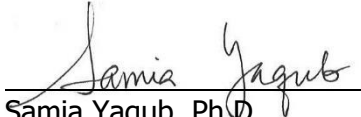
**Recommendation**

It is recommended that the Board of Trustees approve the purchase of the required products and services from CampusLogic, utilizing FCCC Contract Number CB-235-18, per the terms of the FCCC contract, during the term of July 1, 2021 through June 30, 2024, in the amount not to exceed \$165,506.00.

Board approval is 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 products and services from CampusLogic 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**

**May 19, 2021**

<b>Subject:</b> Approval of Contract to Purchase Advanced Network Services from Corporation for Education Network Initiatives (CENIC) as a Sole Source Procurement	<b>Item No:</b> 21-8119 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Contracts	<b>Action Regular</b> <input checked="" type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Vice President	<b>Approved By:</b>  Samia Yaqub, Ph.D. Superintendent/President

**Background**

The District's California Community Colleges Technology Center (CCCTC) Department requires technology services to provide advanced network services to the California Community Colleges. Funding will be allocated from the Integrated Technology Program Apportionment funds.

California Education Code Section 81645 requires the District to advertise publicly for bids or proposals for the purchase of electronic data processing systems and equipment, electronic telecommunication equipment, supporting software, and related materials, goods and services involving an expenditure that exceeds the state-mandated bid limit. However, California case law provides that where competitive proposals work an incongruity and are unavailing as affecting the final result or where they do not produce any advantage, the statute requiring competitive bidding does not apply; and that public entities need not comply with competitive bidding processes where to do so would be impractical or futile and would not serve the purposes of competitive bidding.

CENIC is a non-profit organization governed by representatives of its Charter Associates institutions that it serves: California Community Colleges, California K-12 schools, California's public libraries, the California State University, the University of California, and private universities. CENIC operates the California Research and Education Network (CalREN) a high-bandwidth, high-capacity computer network across California supporting all public education in California.

**Status**

The District's CCCTC Department has conducted a due diligence search and determined that a sole source procurement of advanced network services from CENIC is necessary because:

1. CENIC operates the CalREN, a network with more than 8,000 miles of optical fiber that serves over 20 million users across California, including the vast majority of K-20 students, educators and researchers.
2. CENIC can provide a cost-effective, high-bandwidth networking solution for the California Community Colleges, including the required CalREN Network Access, equipment installation and maintenance required for the California Community Colleges.

3. CENIC and their subsidiary, CENIC Broadband Initiatives, LLC (CBI), are currently the only network services providers that interconnect the CCC system, the CSU system, the UC system and the California K12 system.
4. CENIC membership and broadband connectivity through CalREN is funded for all California Community Colleges campuses at the direction of the California Community Colleges Chancellor's Office.
5. CENIC's services maintain continuity of advanced network services for California Community Colleges.

Based on the above factors, District staff has determined that competitive bidding would not produce any advantage to the District and that it is in the best interest of the District to authorize a contract with CENIC for the required advanced network services for the term July 1, 2021 through June 30, 2026, in the amount not to exceed \$63,443,645.00, on a sole source basis without going through a competitive bidding process.

### **Recommendation**

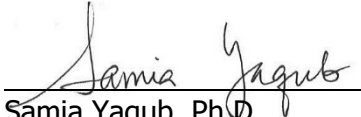
It is recommended that the Board of Trustees authorize the District to enter into a contract with Corporation for Education Network Initiatives (CENIC) for advanced network services for the term July 1, 2021 through June 30, 2026, in the amount not to exceed \$63,443,645.00, on a sole source basis without going through a competitive bidding process.

Board approval is contingent upon available funding and contingent upon successful completion of negotiation of contract terms with the contractor.

It is further recommended that the Board of Trustees authorize the District to execute appropriate contract documents 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**

**May 19, 2021**

<b>Subject:</b> Approval of Contract to Purchase Information Technology Services from Experis US, Inc. utilizing State of California Master Service Agreement Number 5167010-066	<b>Item No:</b> 21-8120 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Contracts	<b>Action Regular</b> <input checked="" type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Vice President	<b>Approved By:</b>  Samia Yaqub, Ph.D. Superintendent/President

**Background**

The District's California Community Colleges Technology Center Department requires information technology services to provide specialized technical and engineering expertise for a variety of projects. Funding will be allocated from the Shared Infrastructure Program, Data Services Program and Core Applications Project grants.

Public Contract Code Sections 10298 and 10299 provide that the Director of the Department 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 the acquisition of goods, information technology goods and services, and services; and state and local agencies may contract with suppliers awarded those contracts without further competitive bidding.

The California Department of General Services (DGS) Procurement Division establishes Master Agreements that are competitively bid by the DGS and available to any agency that expends public funds. These types of agreements establish a prequalified list of vendors and simplify the purchasing process for the end user.

The DGS has awarded an IT Consulting Master Service Agreement to Experis US, Inc., that provides IT Consulting Services at contracted pricing to the State of California agencies and local governmental agencies, and is authorized by Public Contract Code (PCC) §10298 and §12100 et seq..

**Status**

District staff recommends use of the awarded Master Service Agreement (MSA) Number 5167010-066, as a source to purchase the required information technology services from Experis US, Inc., as needed during the term July 1, 2021 through June 30, 2022, in the amount not to exceed \$9,000,000.00. District staff has reviewed available leveraged purchasing agreements and other formal purchasing options and found that this MSA best meets the needs of the District.

**Recommendation**

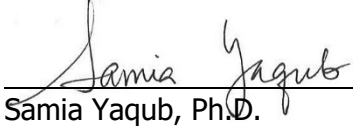
It is recommended that the Board of Trustees approve the purchase of the required information technology services from Experis US, Inc., utilizing Master Service Agreement Number 5167010-066, per the terms of the contract, for the term of July 1, 2021 through June 30, 2022, in the amount not to exceed \$9,000,000.00.

Board approval is contingent upon available funding and contingent upon successful completion of negotiation of scope of work 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 services from Experis, US, 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**

**May 19, 2021**

<b>Subject:</b> Approval of Contract Award for Special Services of Information Technology Research and Advisory Services from Gartner, Inc.	<b>Item No:</b> 21-8121 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Contracts	<b>Action Regular</b> <input checked="" type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Vice President	<b>Approved By:</b>  Samia Yaqub, Ph.D. Superintendent/President

**Background**

The District's California Community Colleges Technology Center (CCCTC) Department requires information technology research and advisory services for the California Community Colleges. Funding will be allocated from the Shared Infrastructure Program grant.

California Government Code Section 53060 and Case Law allow the District to contract for special services and advice in financial, economic, accounting, engineering, legal, or administrative matters without a competitive bidding or proposal process. To be authorized under this section, the proposed services must be done in one or more of the specific categories and must be provided by specially trained, experienced, and competent persons.

**Status**

The CCCTC Department staff has conducted a due diligence search and determined that a procurement of special services under Government Code Section 53060 without engaging in a competitive bidding or proposal process best meets the needs of the District.

The CCCTC Department staff recommends a procurement of the required information technology research and advisory services from Gartner, Inc., as needed during the term July 1, 2021 through June 30, 2024, in the amount not to exceed amount of \$285,300.00.

**Recommendation**

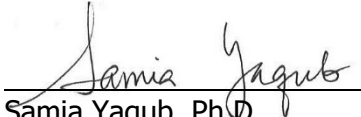
It is recommended that the Board of Trustees authorize the District to enter into a contract with Gartner, Inc., for information technology research and advisory services for the term July 1, 2021 through June 30, 2024, and in the amount not-to-exceed \$285,300.00, under Government Code Section 53060 without going through a competitive bidding or proposal process.

Board approval is contingent upon available funding and contingent upon successful completion of negotiation of contract terms with the contractor.

It is further recommended that the Board of Trustees authorize the District to execute appropriate contract documents 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**

**May 19, 2021**

<b>Subject:</b> Approval to Purchase Furniture from Krueger International (KI) utilizing the Foundation for California Community Colleges Contract Number CB-145-18	<b>Item No:</b> 21-8122 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Contracts	<b>Action Regular</b> <input checked="" type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Vice President	<b>Approved By:</b>  Samia Yaqub, Ph.D. Superintendent/President

**Background**

The District’s Facilities Planning and Management Department requires furniture for the Technology Building Remodel Project. Funding will be allocated from the Measure J Bond Funds.

Public Contract Code Section 20661 authorizes the Chancellor of the California Community Colleges to enter into contracts on behalf of one or more community college districts. The Foundation for California Community Colleges (FCCC), a nonprofit organization, serves as the official foundation supporting the Board of Governors, Chancellor’s Office, and the entire California Community College system. FCCC operates CollegeBuys, a cooperative purchasing program designed to leverage the buying power of community college districts. CollegeBuys secures the most advantageous pricing from enterprise level vendors using system-wide agreements.

**Status**

District staff recommends use of the awarded FCCC Contract Number CB-145-18, as a source to purchase the required furniture from Krueger International, as needed during the term of May 20, 2021 through March 30, 2022, in the amount not to exceed \$274,421.09. District staff has reviewed available leveraged purchasing agreements and other formal purchasing options and found that this FCCC contract best meets the needs of the District.

**Recommendation**

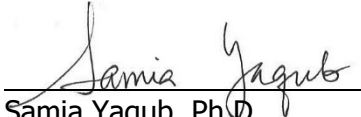
It is recommended that the Board of Trustees approve the purchase of the required furniture from Krueger International, utilizing FCCC Contract Number CB-145-18, per the terms of the FCCC contract, during the term of May 20, 2021 through March 30, 2022, in the amount not to exceed \$274,421.09.

Board approval is 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 furniture from Krueger International 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**

**May 19, 2021**

<b>Subject:</b> Approval of Contract to Purchase Information Technology Services from Veridion Security, Inc. utilizing California Multiple Award Schedule Number 3-18-70-3410B	<b>Item No:</b> 21-8123 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Contracts	<b>Action Regular</b> <input checked="" type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Vice President	<b>Approved By:</b>  Samia Yaqub, Ph.D. Superintendent/President

**Background**

The District’s California Community Colleges Technology Center Department requires information technology services to provide security consultants to assist will college vulnerability scanning and monitoring along with information security assessments for the California Community Colleges. Funding will be allocated from the Shared Infrastructure Program (SIP) grant.

Public Contract Code Sections 10298 and 10299 provide that the Director of the Department 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 the acquisition of goods, information technology goods and services, and services; and state and local agencies may contract with suppliers awarded those contracts without further competitive bidding.

The California Department of General Services, Procurement Division establishes multiple award agreements. California Multiple Award Schedules (CMAS) offers a wide variety of commodity, non-IT Services, and information technology products and services at prices which have been assessed to be fair, reasonable and competitive. The CMAS Program creates a pool of suppliers that an agency can solicit offers from. The use of CMAS is optional and is available to state and local government agencies.

**Status**

District staff recommends use of the awarded CMAS Number 3-18-70-3410B, as a source to purchase the required information technology services from Veridion Security, Inc., as needed during the term July 1, 2021 through June 30, 2022, in the amount not to exceed \$1,175,000.00. District staff has reviewed available leveraged purchasing agreements and other formal purchasing options and found that this CMAS best meets the needs of the District.

**Recommendation**

It is recommended that the Board of Trustees approve the purchase of the required information technology services from Veridion Security, Inc., utilizing CMAS Number 3-18-70-3410B, per the terms

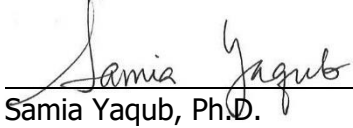
of this CMAS, for the term of July 1, 2021 through June 30, 2022, in the amount not to exceed \$1,175,000.00.

Board approval is contingent upon available funding and contingent upon successful completion of negotiation of scope of work 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 Veridion Security, 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**

**May 19, 2021**

<b>Subject:</b> Approval of Contract to Purchase Technology Services from XAP Corporation as a Sole Source Procurement	<b>Item No:</b> 21-8124 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Contracts	<b>Action Regular</b> <input checked="" type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Vice President	<b>Approved By:</b>  Samia Yaqub, Ph.D. Superintendent/President

**Background**

The District's California Community Colleges Technology Center (CCCTC) Department requires technology services to provide continuing design, development, operation and maintenance of custom-build software owned by XAP Corporation for the eTranscript project currently operated at over 100 California Community Colleges campuses. Funding will be allocated from the Core Applications Program grant.

California Education Code Section 81645 requires the District to advertise publicly for bids or proposals for the purchase of electronic data processing systems and equipment, electronic telecommunication equipment, supporting software, and related materials, goods and services involving an expenditure that exceeds the state-mandated bid limit. However, California case law provides that where competitive proposals work an incongruity and are unavailing as affecting the final result or where they do not produce any advantage, the statute requiring competitive bidding does not apply; and that public entities need not comply with competitive bidding processes where to do so would be impractical or futile and would not serve the purposes of competitive bidding.

The CCCTC conducted a Request for Proposals in 2004 to solicit vendors for engineering and hosting a system for the transmission of electronic transcripts. In 2007, XAP Corporation was deemed the successful respondent with the best value and was awarded a contract to design and custom build eTranscript California. XAP Corporation has continued to engineer and host eTranscript California.

**Status**

The District's CCCTC Department has conducted a due diligence search and determined that a sole source procurement of technology services from XAP Corporation is necessary because: (1) eTranscript California is a custom-built proprietary electronic transcript software with California specific data elements, California Community Colleges specific formats, work flows, interface, and messaging features that are not available from other vendors; (2) no other vendor provides the customization necessary to meet California Community Colleges needs without cost prohibitive refactoring of their systems; and (3) the services maintain continuity of this custom built system.

Based on the above factors, District staff has determined that competitive bidding would not produce any advantage to the District and that it is in the best interest of the District to authorize a contract with XAP Corporation for the required technology services for the term July 1, 2021 through June 30, 2022 in the amount not to exceed \$652,907.00 on a sole source basis without going through a competitive bidding process.

**Recommendation**

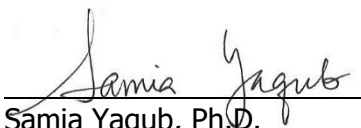
It is recommended that the Board of Trustees authorize the District to enter into a contract with XAP Corporation for technology services for the term July 1, 2021 through June 30, 2022 in the amount not to exceed \$652,907.00 on a sole source basis without going through a competitive bidding process.

Board approval is contingent upon available funding and contingent upon successful completion of negotiation of contract terms with the contractor.

It is further recommended that the Board of Trustees authorize the District to execute appropriate contract documents 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**

**May 19, 2021**

<b>Subject:</b> Approval of Contract Award for Special Services of Master Data Management Software Maintenance Services from YOUnite, Inc.	<b>Item No:</b> 21-8125 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Contracts	<b>Action Regular</b> <input checked="" type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Vice President	<b>Approved By:</b>  Samia Yaqub, Ph.D. Superintendent/President

**Background**

The District’s California Community Colleges Technology Center (CCCTC) Department requires software maintenance services for the California Community Colleges. Funding will be allocated from the Shared Infrastructure Program, Data Services Program and Core Applications Project grants.

California Government Code Section 53060 and Case Law allow the District to contract for special services and advice in financial, economic, accounting, engineering, legal, or administrative matters without a competitive bidding or proposal process. To be authorized under this section, the proposed services must be done in one or more of the specific categories and must be provided by specially trained, experienced and competent persons.

**Status**

The CCCTC Department staff has conducted a due diligence search and determined that a procurement of special services under Government Code Section 53060 without engaging in a competitive bidding or proposal process best meets the needs of the District.

The CCCTC Department staff recommends a procurement of the required software maintenance services for proprietary Master Data Management software from YOUnite, Inc., as needed during the term July 1, 2021 through June 30, 2022, in the amount not to exceed amount of \$200,000.00.

**Recommendation**

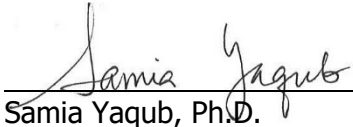
It is recommended that the Board of Trustees authorize the District to enter into a contract with YOUnite, Inc., for Master Data Management software maintenance services, for the term July 1, 2021 through June 30, 2022, and in the amount not to exceed \$200,000.00, under Government Code Section 53060 without going through a competitive bidding or proposal process.

Board approval is contingent upon available funding and contingent upon successful completion of negotiation of contract terms with the contractor.

It is further recommended that the Board of Trustees authorize the District to execute appropriate contract documents 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**

**May 19, 2021**

<b>Subject:</b> Approval of Contract Award for Bid Butte Campus Drive Repair	<b>Item No:</b> 21-8126 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Contracts	<b>Action Regular</b> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/> <input type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Vice President	<b>Approved By:</b>  Samia Yaqub, Ph.D. Superintendent/President

**Background**

On March 17, 2021 and March 24, 2021, the District advertised a Request for Formal Bid Proposals for the Butte Campus Drive Repair. The project includes, but is not limited to, Asphalt overlay, slurry sealing, re-striping, ADA upgrades, and landscape upgrades to Butte Campus Drive. The construction cost estimate for the work was approximately \$1,971,839.

The project is part of the District’s Measure J Bond Program. Funding for this project will be allocated from the Emergency Assistance to Institutions of Higher Education Program Grant and the Measure J Bond Funds.

Eight contractors attended the mandatory job walk on March 25, 2021. Three contractors submitted bids by the bid due date on April 13, 2021.

**Status**

Recommendation of award of contract was predicated on the lowest responsive responsible bidder for the Bid Proposal Amount as stipulated in the Bid and Contract Documents. A summary of the Bid Opening Results detailing the responsive bid(s) received is:

<b>Bid Opening Results</b>			
<b>Contractor</b>	<b>Base Bid Amount</b>	<b>Alternate Amount</b>	<b>Bid Proposal Amount</b>
Franklin Construction	\$1,787,878.00	\$0.00	\$1,787,878.00
Knife River Construction	\$1,715,000.00	\$0.00	\$1,715,000.00
McGuire and Hester	\$1,669,700.00	\$0.00	\$1,669,700.00

Upon completion of District’s due diligence review, McGuire and Hester, is the lowest responsive responsible bidder for this project work and acceptance of the bid is in the best interest of the district.

**Recommendation**

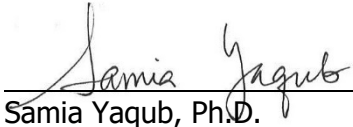
It is recommended that the Board of Trustees approve the award of contract for the Request for Formal Bid Proposals Butte Campus Drive Repair to McGuire and Hester, of Sacramento, CA, as the

lowest responsive responsible bidder in the amount of \$1,669,700.00 which equals the Bid Proposal Amount. Board approval is contingent upon the contractor awarded the contract providing acceptable insurance and bonding as required in the Bid and Contract Documents.

It is further recommended that the Board of Trustees authorize District staff to execute necessary contract documents related to the award of contract for the Butte Campus Drive Repair to McGuire and Hester prior to ratification by the Board at a subsequent meeting in accordance with Board Policy 6340.

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

**May 19, 2021**

<b>Subject:</b> Approval of Contract Award for Bid Gas Line Phase III Repair	<b>Item No:</b> 21-8127 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Contracts	<b>Action Regular</b> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/> <input type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Vice President	<b>Approved By:</b>  Samia Yaqub, Ph.D. Superintendent/President

**Background**

On March 10, 2021 and March 17, 2021, the District advertised a Request for Formal Bid Proposals for the Gas Line Phase III Repair. The project includes, but is not limited to, replacement of old existing gas lines with new ones and adding seismic valves to existing risers, replacement of concrete, asphalt, gas regulators, valves and landscaping as necessary. The construction cost estimate for the project was approximately \$187,625.

The project is part of the District’s Measure J Bond Program. Funding for this project will be allocated from the Measure J Bond Funds.

Three contractors attended the mandatory job walk on March 24, 2021. One contractor submitted a bid by the bid due date on April 6, 2021.

**Status**

Recommendation of award of contract was predicated on the lowest responsive responsible bidder for the Bid Proposal Amount as stipulated in the Bid and Contract Documents. A summary of the Bid Opening Results detailing the responsive bid(s) received is:

<b>Bid Opening Results</b>			
<b>Contractor</b>	<b>Base Bid Amount</b>	<b>Alternate Amount</b>	<b>Bid Proposal Amount</b>
United Building Contractors, Inc.	\$248,043.00	\$0.00	\$248,043.00

Upon completion of District’s due diligence review, United Building Contractors, Inc. is the lowest responsive responsible bidder for this project work and acceptance of the bid is in the best interest of the district.

**Recommendation**

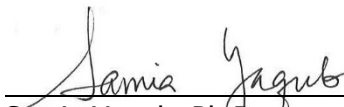
It is recommended that the Board of Trustees approve the award of contract for the Request for Formal Bid Proposals Gas Line Phase III Repair to United Building Contractors, Inc., of Chico, CA, as the lowest responsive responsible bidder in the amount of \$248,043.00 which equals the Bid Proposal

Amount. Board approval is contingent upon the contractor awarded the contract providing acceptable insurance and bonding as required in the Bid and Contract Documents.

It is further recommended that the Board of Trustees authorize District staff to execute necessary contract documents related to the award of contract for the Gas Line Phase III Repair to United Building Contractors, Inc. prior to ratification by the Board at a subsequent meeting in accordance with Board Policy 6340.

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

**May 19, 2021**

<b>Subject:</b> Approval of the Equal Employment Opportunity Fund Multiple Method Allocation Certification Form <i>Fiscal Year 2020-21</i>	<b>Item No:</b> 21-8128 <b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Category:</b> Human Resources	<b>Action Regular</b> <input checked="" type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Vice President	<b>Approved By:</b>  Samia Yaqub, Ph.D. Superintendent/President

**Background**

The Butte-Glenn Community College District is required by the California Community Colleges Chancellor's office to certify the Equal Employment Opportunity Fund Multiple Method Allocation Form for Fiscal Year 2020-21.

**Status**

The Equal Employment Opportunity Fund Multiple Method Allocation Certification Form Fiscal Year 2020-21 is hereby presented to the Board of Trustees at the May 19, 2021 meeting.

**Recommendation**

It is recommended that the Board of Trustees approve the Equal Employment Opportunity Fund Multiple Method Allocation Certification Form Fiscal Year 2020-21.



Equal Employment Opportunity  
Fund Multiple Method Allocation  
**Certification Form**

**Fiscal Year 2020-2021**

**District Name:** \_\_\_\_\_

**Does the District meet Method #1 (District has EEO Advisory Committee, EEO Plan, and submitted Expenditure/Performance reports for prior year) (All mandatory for funding).**

- Yes
- No

**The district met at least 6 of the remaining 8 Multiple Methods? (Please mark your answers.)**

- Yes
  - Method 2 (Board policies and adopted resolutions)
  - Method 3 (Incentives for hard-to-hire areas/disciplines)
  - Method 4 (Focused outreach and publications)
  - Method 5 (Procedures for addressing diversity throughout hiring steps and levels)
  - Method 6 (Consistent and ongoing training for hiring committees)
  - Method 7 (Professional development focused on diversity)
  - Method 8 (Diversity incorporated into criteria for employee evaluation and tenure review)
  - Method 9 (Grow-Your-Own programs)
- No

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***I CERTIFY THAT THIS REPORT FORM IS COMPLETE AND ACCURATE. Please attach meeting agenda showing district EEO Advisory Committee's certification of this report form.***

***Chair, Equal Employment Opportunity Advisory Committee***

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***Chief Human Resources Officer***

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***Chief Executive Officer (Chancellor or President/Superintendent)***

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***President/Chair, District Board of Trustees***

***Date of governing board's approval/certification:*** \_\_\_\_\_

Name: \_\_\_\_\_ Title: ***President/Chair, Board of Trustees***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



Equal Employment Opportunity  
Fund Multiple Method Allocation  
**Certification Form**

***Fiscal Year 2020-2021***

This form requires districts to report the various activities that they are implementing to promote Equal Employment Opportunity for each of the 9 Multiple Methods.

When providing explanation(s) and evidence of your district’s success in implementing the Multiple Methods, please keep narrative to no more than one page per Multiple Method. If you reference an attachment, please ensure it is attached to your submittal.

**Nine (9) Multiple Methods**

***Mandatory for Funding***

1. District’s EEO Advisory Committee, EEO Plan, and submittal of Expenditure/Performance reports for prior year.

***Pre-Hiring***

2. Board policies & adopted resolutions
3. Incentives for hard-to-hire areas/disciplines
4. Focused outreach and publications

***Hiring***

5. Procedures for addressing diversity throughout hiring steps and levels
6. Consistent and ongoing training for hiring committees

***Post-Hiring***

7. Professional development focused on diversity
8. Diversity incorporated into criteria for employee evaluation and tenure review
9. Grow-Your-Own programs

**Does District meet Multiple Method #1 (District has EEO Advisory Committee, EEO Plan, and submitted Expenditure/Performance reports for prior year)?**

- Yes**
- No**

Under the Multiple Method allocation model, districts must minimally have an operational district EEO Advisory Committee, and an updated EEO Plan. Additionally, districts are required to annually report on the use of EEO funds.

- In order to qualify for receipt of the EEO Fund, districts are required to submit a board-adopted EEO plan every three years to the Chancellor’s Office. (Title 5, section 53003).
- EEO Plans are considered active for three years from the date of when the district’s Board of Trustees approved the plan.
- The districts are required to establish an EEO Advisory Committee to assist in the development and implementation of the EEO Plan. (Title 5, section 53005).
- The districts are required to annually submit a report on the use of Equal Employment Opportunity funds. (Title 5, section 53034).



Equal Employment Opportunity  
Fund Multiple Method Allocation  
**Certification Form**  
***Fiscal Year 2020-2021***

Please provide an explanation and evidence of meeting this Multiple Method, #1.

Multiple Method #1



To receive funding for this year's allocation amount, districts are also required to meet 6 of the remaining 8 Multiple Methods.

**Does the District meet Method #2 (Board policies and adopted resolutions)?**

- Yes**
- No**

Please provide an explanation and evidence of meeting this Multiple Method, #2.

Multiple Method #2



Equal Employment Opportunity  
Fund Multiple Method Allocation  
**Certification Form**  
*Fiscal Year 2020-2021*

**Does the District meet Method #3 (Incentives for hard-to-hire areas/disciplines)?**

- Yes**
- No**

Please provide an explanation and evidence of meeting this Multiple Method, #3.

Multiple Method #3



Equal Employment Opportunity  
Fund Multiple Method Allocation  
**Certification Form**  
*Fiscal Year 2020-2021*

**Does the District meet Method #4 (Focused outreach and publications)?**

- Yes**
- No**

Please provide an explanation and evidence of meeting this Multiple Method, #4.

Multiple Method #4



**Does the District meet Method #5 (Procedures for addressing diversity throughout hiring steps and levels)?**

**Yes**

**No**

Please provide an explanation and evidence of meeting this Multiple Method, #5.

Multiple Method #5



Equal Employment Opportunity  
Fund Multiple Method Allocation  
**Certification Form**  
*Fiscal Year 2020-2021*

**Does the District meet Method #6 (Consistent and ongoing training for hiring committees)?**

- Yes**
- No**

Please provide an explanation and evidence of meeting this Multiple Method, #6.

Multiple Method #6



**Does the District meet Method #7 (Professional development focused on diversity)?**

**Yes**

**No**

Please provide an explanation and evidence of meeting this Multiple Method, #7.

Multiple Method #7



**Does the District meet Method #8 (Diversity incorporated into criteria for employee evaluation and tenure review)?**

- Yes**
- No**

Please provide an explanation and evidence of meeting this Multiple Method, #8.

Multiple Method #8



**Does the District meet Method #9 (Grow-Your-Own programs)?**

**Yes**

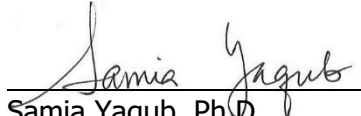
**No**

Please provide an explanation and evidence of meeting this Multiple Method, #9.

Multiple Method #9

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

**May 19, 2021**

<b>Subject:</b> Adoption of Resolution 801: Appointing an Interim Chief Technology Officer (CTO)	<b>Item No:</b> 21-8129 <b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Category:</b> Human Resources	<b>Action</b> <input checked="" type="checkbox"/> <b>Regular</b> <input checked="" type="checkbox"/> <span style="margin-left: 150px;"><b>Information</b> <input type="checkbox"/></span> <span style="margin-left: 150px;"><b>Consent</b> <input type="checkbox"/></span>
<b>Submitted By:</b> Andrew Suleski Vice President	<b>Approved By:</b>  Samia Yaqub, Ph.D. Superintendent/President

**Background**

Government Code Section 21221(h) allows for a retired person to serve without reinstatement from retirement or loss or interruption of benefits provided by the Public Employees' Retirement System (PERS) upon an interim appointment by the governing body of the contracting agency to a vacant position during recruitment for a permanent appointment and deemed by the governing body to require specialized skills or during an emergency to prevent the stoppage of public business.

**Status**

The CTO position is critically needed for the Butte-Glenn Community College District (District) and oversees all Information Technology (IT) for students, faculty and staff. The District has transitioned to largely remote work and learning due to the COVID-19 pandemic and the need for direction and continuity of IT resources, security and ongoing operations is critical.

The recruitment for the vacant Chief Technology Officer position was authorized on March 10, 2021.

**Recommendation**

It is recommended that the Board of Trustees adopt Resolution 801, appointing Fred W. Sherman as an interim retired annuitant to the vacant position of Chief Technology Officer for the Butte-Glenn Community College District effective May 1, 2021 through December 31, 2021 or until the position is filled.

**BUTTE-GLENN COMMUNITY COLLEGE BOARD OF TRUSTEES**  
**Meeting of the Board of Trustees**

**May 19, 2021**

**RESOLUTION 801**

**APPOINTMENT OF INTERIM CHIEF TECHNOLOGY OFFICER AS PER  
GOVERNMENT CODE SECTION 21221(h)**

**WHEREAS**, Fred W. Sherman, CalPERS ID#: 2156170417, retired from Foothill DeAnza Community College District in the position of Vice Chancellor and Chief Technology Officer, effective August 31, 2012 and

**WHEREAS**, the Board of Trustees, the Butte-Glenn Community College District and Fred W. Sherman certify that Fred W. Sherman has not and will not receive a Golden Handshake or any other retirement-related incentive; and

**WHEREAS**, an appointment under Gov. Code section 21221(h) requires the retiree is appointed into the interim appointment during recruitment for a permanent appointment; and

**WHEREAS**, the governing body has authorized the search for a permanent appointment on March 10, 2021; and

**WHEREAS**, the Board of Trustees hereby appoints Fred W. Sherman as an interim appointment retired annuitant to the vacant position Chief Technology Officer for the Butte-Glenn Community College District under Gov. Code section 21221(h) effective May 1, 2021; and

**WHEREAS**, this section 21221(h) appointment shall only be made once and therefore will end on December 31, 2021 or until filled whichever date comes sooner; and

**WHEREAS**, no matters, issues, terms or conditions related to this employment and appointment have been or will be placed on a consent calendar; and

**WHEREAS**, the employment shall be limited to 960 hours per fiscal year for all CalPERS employers; and

**WHEREAS**, the compensation paid to retirees cannot be less than the minimum nor exceed the maximum monthly base salary paid to other employees performing comparable duties, divided by 173.333 to equal the hourly rate; and

**WHEREAS**, the maximum base salary for this position is \$13,123.63 monthly and the hourly equivalent is \$75.71, and the minimum base salary for this position is \$10,912.35 monthly and the hourly equivalent is \$62.96; and

**WHEREAS**, the hourly rate paid to Fred W. Sherman will be \$75.71; and

**WHEREAS**, Fred W. Sherman has not and will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to this hourly pay rate; and

**THEREFORE, BE IT RESOLVED THAT** the Board of Trustees hereby certifies the nature of the appointment of Fred W. Sherman as described herein and detailed in the attached employment appointment document and that this appointment is necessary to fill the critically needed position of Chief Technology Officer for the Butte-Glenn Community College District by May 1, 2021 because this is a critical position at the District and oversees all Information Technology for students, faculty and staff. The Butte-Glenn Community College District has transitioned to largely remote work and learning due to the COVID-19 pandemic. Direction of District Information Technology resources is more critical now given these largely remote learning and work environments. In addition, this position is responsible for overall IT security. As District students and employees have increased their remote learning and work the District may experience increased security risks to District data through hacking, malware, etc. The position of Chief Technology Officer is essential to the ongoing operations of the Butte-Glenn Community College District.

The foregoing resolution was introduced by Board Member \_\_\_\_\_ who moved its adoption, seconded by Board Member \_\_\_\_\_, and adopted on May 19, 2021, by the following roll call vote:

AYES:

NOES:

ABSENT:

SO ORDERED:

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John Dahlmeier  
President, Board of Trustees

ATTEST:

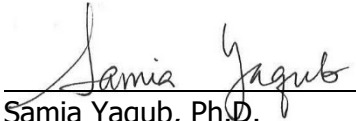
I, Samia Yaqub (secretary) of the Board of Trustees of the Butte-Glenn Community College District, hereby certify that the above is a true copy of a resolution passed by the Board of Trustees of the Butte-Glenn Community College District at a meeting of the Board held on May 19, 2021.

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Samia Yaqub, Secretary  
Board of Trustees

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

**May 19, 2021**

<b>Subject:</b> Approval of Emeritus Recommendations, 2020-2021	<b>Item No:</b> 21-8130 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Administration	<b>Action</b> <input checked="" type="checkbox"/> <b>Information</b> <input type="checkbox"/> <b>Regular</b> <input checked="" type="checkbox"/> <b>Consent</b> <input type="checkbox"/>
<b>Submitted By:</b> Samia Yaqub, Ph.D. Superintendent/President	<b>Approved By:</b>  Samia Yaqub, Ph.D. Superintendent/President

**Background**

In accordance with Board Policy 3950, recommendations for Emeritus status were submitted by the Academic Senate, Classified Senate, and the Management Association. Recommendations were reviewed and approved by the appropriate vice presidents and forwarded to the President for consideration.

**Status**

The Superintendent/President forwards and recommends the following to the Board for the conferring of Emeritus status:

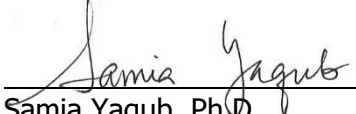
- Rich Bigler – 32 years (1988-2020), Mathematics Instructor
- Anita Delaney – 25 years (1995-2020), Administrative Secretary II in Facilities
- David Goodson – 20 years (2001-2021), Retention Specialist Supervisor
- Andrea Mox – 8 years (2013-2021), Chief Technology Officer
- Al Renville – 44 years (1976-2020), Vice President of Student Services
- Nancy Retes – 30 years (1990-2020), EOPS Counselor
- Craig Rigsbee – 33 years (1987-2020), Director of Athletics
- Jared Tipton “Tip” Wilmarth – 19 years (2001-2020), Environmental Horticulture Instructor
- Tami Vanskike – 14 years (2007-2021), Assistant to the Vice President of Student Services

**Recommendation**

The Superintendent/President recommends the Board of Trustees grant emeritus status to the above individuals.

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

**May 19, 2021**

<b>Subject:</b> Discussion of Foundation Request to Waive Monetary Reimbursement to the District for 2019-2020	<b>Item No:</b> 21-8131 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Administration	<b>Action Regular</b> <input checked="" type="checkbox"/> <b>Information Consent</b> <input checked="" type="checkbox"/>
<b>Submitted By:</b> Samia Yaqub, Ph.D. Superintendent/President	<b>Approved By:</b>  Samia Yaqub, Ph.D. Superintendent/President

**Background**

A letter dated April 8, 2021 was sent to Board of Trustees President Dahlmeier from Foundation President Cindy Foor and Secretary/Treasurer Stan Thompson to request to waive the \$75,000 monetary reimbursement to the Butte-Glenn Community College District for the 2019-2020 fiscal year.

**Status**

In 2019-2020, Title V, Section 59257 of the California Code of Regulations required that 50 percent of the reimbursement of District services be a monetary payment. The requirement for 50 percent monetary reimbursement rule change became operative September 18, 2020, after the end of the 2019-2020 fiscal year. The requirement for 50 percent monetary reimbursement remained in effect for the entire 2019-2020 fiscal year, and the monetary payment may not be waived by the District for that period.