



NOTICE OF REGULAR MEETING

October 13, 2021 | 1:00 p.m.

District Board Room
Student and Administrative Service Building

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

AGENDA

Call to Order

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

Pledge of Allegiance to the Flag

1. Agenda Approval

2. Spotlight Presentation

Sabbatical Update: Andrea White "Creating course based mini-research experiences for undergraduates in Cellular and molecular biology"

3. Communications from the Public – Consent Agenda

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

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

4. Approval of Consent Agenda

Approval of Minutes September 15, 2021	Action	
Approval of Warrants	Action	21-8176
Ratification of Contracts	Action	21-8177
Awarded Grants During the Quarters Ending Sept 30, 2021	Information	21-8178
Donation of District Personal Property: Miscellaneous	Action	21-8179
Electronic Equipment		
Faculty Using Accumulated Load Bank	Action	21-8180
Approval and/or Ratification of Personnel Actions	Action	21-8181
Management		
Employment and working out-of-class		
Academic		
Assignments		

Classified Employees
 Employments, lateral transfers, and permanent/temporary increases
 Temporary Employees
 Substitutes, short term/seasonal, professional experts, and volunteers

5. Information-Reports

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

6. Communications from the Public

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

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

7. Contracts

Approval of Contracts	Action	21-8182
Approval of Contract to Purchase Spirion LLC Support and Maintenance from SHI International Corp. utilizing California Participating Addendum Number 7-16-70-36	Action	21-8183
Approval of Contract to Purchase Splunk Product from SHI International Corp. utilizing California Participating Addendum Number 7-16-70-36	Action	21-8184

8. Student Services

Open for Public Comment and Approval: REVISED College and Career Access Pathways (CCAP) Appendix which includes the addition of a dual enrollment online collaborative pilot for the 2021/22 school year at Gridley High School.	Action	21-8185
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9. Administration

Consideration of Resolution No. 805: Affirming Butte-Glenn Community College District's Commitment to Diversity, Equity, and Inclusion	Action	21-8186
Consideration of Board Policy 5900: COVID-19 Vaccination for Students	Action	21-8187
Adoption of Guidelines: Employment of Superintendent/President	Action	21-8188

10. Future Dates

November 17, 2021	Regular Meeting	Main Campus	1:00 p.m.
December 15, 2021	Regular Meeting	Main Campus	1:00 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:
- a. EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/COMPLAINT
 - b. PUBLIC EMPLOYEE EMPLOYMENT
 Superintendent/President

Pursuant to Government Code Section 54956.95:

- c. LIABILITY CLAIM – Update on claims filed against the District
Claimant: Susan Dawson
Agency: Butte-Glenn Community College District
- d. 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.
Meetings are held in wheelchair accessible locations.

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



MINUTES OF REGULAR MEETING

September 15, 2021

The Board of Trustees of the Butte-Glenn Community College District met on Wednesday, September 15, 2021 at 1:00 PM, in the Butte College Glenn County Center in Orland, California.

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

Board Member Absent Mr. John Blacklock

Staff Members Present Dr. Samia Yaqub, Superintendent/President
Dr. Peter Gitau, Vice President
Mr. Greg Stoup, Vice President
Mr. Andy Suleski, Vice President
Ms. Shannon McCollum, Executive Asst to the President and Board
Dr. Bob White, President Academic Senate
Ms. Denise Adams, Dean of Instruction
Ms. Kam Bull, Dean of Instruction
Mr. Casey Carlson, Chief of Police
Ms. Lisa DeLaby, Director Institutional Advancement
Ms. Kim Jones, Director Facilities Planning & Management
Ms. Carrie Monlux, Dean of Instruction
Mr. Jim Nicholas, Director Business Services
Mr. Don Robinson, Dean of Instruction
Mr. Tray Robinson, Inclusion Diversity Equity & Anti-Racism Officer
Ms. Melody Stockwell, Director Kinesiology & Athletics
Mr. Jason Trento, BCEA Representative

Guests None

Pledge of Allegiance to the Flag

Trustee Krepelka led the Pledge of Allegiance to the Flag.

1. **Agenda Approval**

It was moved by Trustee Massa, seconded by Trustee Krepelka, to approve the agenda as presented. Motion carried unanimously. Student Trustee – aye. Trustee Blacklock was not present for the vote.

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

There were no public comments.

3. **Approval of Consent Agenda, Item 21-8166 to 21-8170**

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

Trustee Boeger stated he'd like an audit of the Donation of District Personal Property.

Motion carried unanimously. Student Trustee – aye. Trustee Blacklock was not present for the vote.

4. **Information Reports**

Academic Senate President's Report – Bob White, President

Dr. White stated Academic Senate is working on different communication channels to help with flow and improved communication of information. He stated faculty are concerned and feel unsafe with the unknown vaccination status of students in the classroom. Instructors have the most contact with students and they would like some kind of vaccination requirement for students.

Classified Senate President's Report – Peter Dahl, President

Not present.

Student Trustee Comment – Margarita Vasquez

Ms. Vasquez stated Associated Students changed the title of an officer position to Advocacy Directory to create more interest in the position. She updated the Board on the campus mural project. She also let the Board know Associated Students is looking into digital information kiosks to help students find their way around campus. They are also looking to increase student engagement at the Centers and gave an update on upcoming events.

Superintendent/President's Report – Dr. Samia Yaqub

Dr. Yaqub welcomed the new Student Trustee, Margarita Vasquez. She updated the Board on COVID cases and how implementation of the COVID Policy is going. Dr. Yaqub gave an update on Fall enrollment numbers, dual enrollment participation, and the DEI resolution. The Trustee Fellowship Project is progressing with data collection and future focus groups. The Trustees will be updated in late spring on data analysis, online survey, and the focus groups with recommendations for improving the colleges Latinx student experience. She concluded her report by introducing the new Director of Kinesiology and Athletics, Melody Stockwell.

Board Comments

Trustee McGinnis expressed his pleasure with how Butte School Self-Funded Programs (BSSP) is handling our health insurance by improving physical and mental wellbeing. Trustee Krepelka stated there is a lot that is still unknown about COVID. Trustee Boss is excited to see the new Glenn Center being build. She would like to see a place to honor Fred Perez, former Trustee, at the new Center. Trustee Massa attended the Butte College Football game and was pleased to see people in person. Trustee Boeger doesn't want to see the College shutdown again. Staff need to get vaccinated to keep the College open.

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

Jason Trento, representing Butte College Education Association (BCEA), stated faculty strongly urge the Board to adopt a similar policy for vaccination of students like they have done for staff.

6. **Contracts**

Approval of Contracts, Item 21-8171

It was moved by Trustee McGinnis, 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 unanimously. Student Trustee – aye. Trustee Blacklock was not present for the vote.

Approval of Resolution No. 803: Contract Amendment with Department of Parks and Recreation, Item 21-8172

It was moved by Trustee Krepelka, seconded by Trustee Massa, to adopt Resolution No. 803 certifying approval of the California Department of Parks and Recreation Agreement Number C2011000, Amendment 01, and authorizing the designated personnel to sign the necessary contract documents prior to ratification by the Board at a subsequent meeting.

Motion carried by the following roll call vote:

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

Nos – none

Absent – Blacklock

Student Trustee – Aye

Approval of Resolution No. 804: Authorization to Utilize Design-Build Process for Butte College Science Building Project, Item 21-8173

It was moved by Trustee Krepelka, seconded by Trustee Boss, to adopt Resolution No. 804 authorizing District staff to utilize the Design-Build process for the Butte College Science Building Project.

Motion carried by the following roll call vote:

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

Nos – none

Absent – Blacklock

Student Trustee – Aye

7. **Finance**

Public Hearing and Adoption of 2021-2022 Final Budget, Item 21-8174

Board President Dahlmeier opened the public hearing on the 2021-2022 Final Budget. Hearing no public comments, the hearing was closed at 1:51 pm.

It was moved by Trustee McGinnis, seconded by Trustee Krepelka, to adopt the 2021-2022 Final Budget as presented.

Trustee Boeger stated more focus should be on increasing student enrollment by expanding the hours of the Centers. Trustee Krepelka stated adjusting the budget due to low enrollment is good, but we need to find out why students aren't coming to Butte. Trustee McGinnis stated enrollments are down across the state. Trustee Massa stated this budget helps us during these difficult times.

Motion carried by the following roll call vote:

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

Nos – Boeger

Absent – Blacklock

Student Trustee – Aye

8. **Administration**

Approval to Change the Location of the February and March 2022 Meetings of the Board of Trustees, Item 21-8175

It was moved by Trustee Massa, seconded by Trustee Krepelka, to approve the location change of the February 16, 2022 meeting to the Glenn County Center and the March 9, 2022 meeting to the Skyway Center.

Motion carried unanimously. Student Trustee – aye. Trustee Blacklock was not present for the vote.

9. **Closed Session**

The Board of Trustees of the Butte-Glenn Community College District met in closed session under authority of Government Code Section 54954.5.

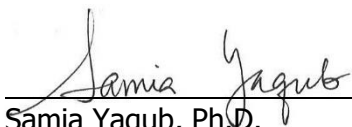
Board President Dahlmeier reported there was no reportable action.

10. **Adjournment**

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

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

October 13, 2021

Subject: Approval of Warrants	Item No: 21-8176 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Finance	Action <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Information <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

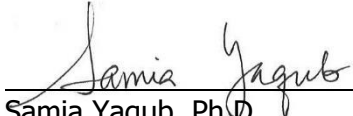
It is recommended that the Board of Trustees approve the vendor, payroll, and financial aid warrants for the period of August 30, 2021 to September 26, 2021.

Type of Warrant	Check/Voucher Sequence	Total
Vendor	667815 - 675057	\$ 18,002,337.70
Payroll	525370 – 525483	\$ 3,573,245.61
Financial Aid	342829 – 350219	\$ 8,746,477.54

Warrant registers are available for review in the Business Office.

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

October 13, 2021

Subject: Ratification of Contracts	Item No: 21-8177 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Contracts	Action Regular <input checked="" type="checkbox"/> <input type="checkbox"/> Information Consent <input type="checkbox"/> <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

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

Status

The attached Contracts Ratification Report represents contracts entered into on behalf of the District during the month of September 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
September 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
8/1/21	11/26/21	William Hickey	Film services for football	(\$1,500.00)	Unrestricted General	Athletics	Guleff
9/27/21	9/27/21	Jane Hogan	Voice over for Safe Place video	(\$60.00)	Restricted General	Orientation	Gitau
9/20/21	12/2/21	Meka Klungtv-Morano	Resource Family Applicant Training Module Development	(\$3,120.00)	Restricted General	Foster Kinship Care	Gitau
9/9/21	9/29/21	Conner Wenzel	Safe Zone II Development & Training	(\$250.00)	Restricted General	Student Equity & Achievement	Gitau
9/19/21	9/19/21	Conner Wenzel	Safe Zone Training	(\$450.00)	Restricted General	Student Equity & Achievement	Gitau
10/11/21	10/11/21	Conner Wenzel	Safe Zone Training	(\$450.00)	Restricted General	Student Equity & Achievement	Gitau
8/24/21	9/30/21	Adria Davis	Art Exhibition & Loan Agreement Pieces & Parts Exhibit	\$0.00	N/A	Art	Guleff
8/30/21	10/7/21	Cynthia Schildhauer	Art Exhibition & Loan Agreement Pieces & Parts Exhibit	\$0.00	N/A	Art	Guleff
9/1/21	10/7/21	Simone Senat	Art Exhibition & Loan Agreement Pieces & Parts Exhibit	\$0.00	N/A	Art	Guleff
10/23/21	10/22/22	Parchment LLC	Transcript Services to provide order and request delivery of transcripts	\$0.00		Admissions & Records	Gitau
9/7/21	Until Terminated	Isom Advisors	Annual Debt Transparency Report Review & CDIAC Filings	(\$250.00)/report filing	Unrestricted General	Administration	Suleski
7/1/21	6/30/22	The RP Group, Inc.	Research, Evaluation, and Other Professional Services for Butte College Hispanic Students Transfer Experiences Project	(\$49,875.00)	Restricted General	Institutional Effectiveness	Stoup
Upon Purchase	1 year	Kettering National Seminars	Classmate Student Account Subscription	(\$959.88)	Unrestricted General	Respiratory Therapy	Guleff
9/21/21	10/31/23	Citibank, N.A.	Statewide Travel Program	Travel & travel-related expenses	Unrestricted General	Business Services	Suleski
9/1/21	6/30/22	Technolutions, Inc.	Slate Information Management System License, Host and Support Services	(\$41,712.00)	Restricted General	Enrollment Services	Gitau
Upon Purchase	1 year	Jonas Aus US Holdco Inc. dba GuestVision Software	Text Messaging (SMS) Licensing & Support Module	(\$1,355.00)	Unrestricted General	Cosmetology & Barbering	Guleff
7/1/21	6/30/22	OCLC	WorldShare Metadata/OCLC Cataloging Subscription, WorldShare Interlibrary Loan Services, and EZProxy	(\$8,378.44)	Restricted General	Library	Guleff
10/1/21	10/29/21	California Department of Justice	Emergency Vehicle Operations Course Training	\$10,000.00	Restricted General	Public Safety Education & Training	Guleff
1/1/22	12/31/24	Yuba Community College District	Emergency Vehicle Operations Course Training for Students	\$82,000.00	Restricted General	Public Safety Education & Training	Guleff
8/26/21	Until Terminated	HealthStream, Inc.	Master Services Agreement for subscription based services provided over the Internet or other computer networks pursuant to signed Order Forms	\$0.00	N/A	Nursing	Guleff
9/7/21	9/6/26	EduCo Accelerate USA, Inc.	International Recruiting Agent	(\$700.00)/student x 2 semesters	Unrestricted General	International Student Recruitment & Services	Gitau
9/15/21	9/14/22	Unibuddy Limited	Unibuddy Essentials Bundle Package	(\$7,000.00)	Unrestricted General	International Student Recruitment & Services	Gitau
9/17/21	5/31/24	GradImages	Graduation Photography	\$0.00	N/A	Vice President of Student Services	Gitau
9/17/21	6/20/22	Chico Housing Action Team	College Homeless and Housing Insecure Pilot Program support services	\$0.00	N/A	Homeless & Housing Insecurity Pilot Program	Gitau

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

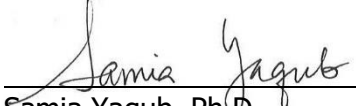
Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
8/1/21	12/31/21	Shasta-Tehama-Trinity Community College District	Develop Regional Employer Engagement Program	(\$150,000.00)	Restricted General	Strong Workforce Program	Guleff
1/1/22	12/31/22	Yolo County Office of Education	K12 Strong Workforce Program Grant Agreement	(\$130,000.00)	Restricted General	Strong Workforce Program	Guleff
9/9/21	12/31/21	Studio 5 Learning & Development	Amendment to contract for Training & Technical Assistance increasing Fee	(\$4,268.15)	Restricted General	North Far North Regional Consortium	Guleff
8/25/21	Until Terminated	Etna Elementary School	Field Experience Partnership Agreement for Introduction to Education Program	\$0.00	N/A	Family & Community Services	Guleff
8/30/21	Until Terminated	Liberty School District	Field Experience Partnership Agreement for Introduction to Education Program	\$0.00	N/A	Family & Community Services	Guleff
8/17/21	Until Terminated	Marysville Joint Unified School District	Field Experience Partnership Agreement for Introduction to Education Program	\$0.00	N/A	Family & Community Services	Guleff
8/17/21	Until Terminated	Maxwell Unified School District	Field Experience Partnership Agreement for Introduction to Education Program	\$0.00	N/A	Family & Community Services	Guleff
8/17/21	Until Terminated	Yuba City Unified School District	Field Experience Partnership Agreement for Introduction to Education Program	\$0.00	N/A	Family & Community Services	Guleff
7/1/21	6/30/24	Chico Unified School District	College & Career Access Pathways Partnership Agreement	\$0.00	N/A	School Relations	Gitau
8/23/21	5/27/22	Chico Unified School District, Chico High School	College & Career Access Pathways Partnership Appendix	(\$6,900.00)	Restricted General	School Relations	Gitau
8/23/21	12/17/21	CORE Butte Charter School	College & Career Access Pathways Partnership Appendix	(\$1,400.00)	Restricted General	School Relations	Gitau
7/1/21	6/30/24	Durham Unified School District	College & Career Access Pathways Partnership Agreement	\$0.00	Restricted General	School Relations	Gitau
8/23/21	5/27/22	Durham Unified School District	College & Career Access Pathways Partnership Appendix	(\$2,600.00)	Restricted General	School Relations	Gitau
7/1/21	6/30/24	Hamilton Unified School District	College & Career Access Pathways Partnership Agreement	\$0.00	Restricted General	School Relations	Gitau
8/23/21	12/17/21	Hamilton Unified School District	College & Career Access Pathways Partnership Agreement Appendix	(\$1,000.00)	Restricted General	School Relations	Gitau
7/1/21	6/30/24	Orland Unified School District	College & Career Access Pathways Partnership Agreement	\$0.00	Restricted General	School Relations	Gitau
8/23/21	5/27/22	Orland Unified School District	College & Career Access Pathways Partnership Agreement Appendix	(\$2,400.00)	Restricted General	School Relations	Gitau
7/1/21	6/30/24	Paradise Unified School District	College & Career Access Pathways Partnership Agreement	\$0.00	Restricted General	School Relations	Gitau
8/23/21	12/17/21	Paradise Unified School District	College & Career Access Pathways Partnership Agreement Appendix	(\$900.00)	Restricted General	School Relations	Gitau
8/23/21	6/30/22	Mendocino-Lake Community College District	Subcontract Agreement supporting PG&E Utility Line Clearance Arborist Training Project	(\$58,000.00)	Restricted General	Contract Education	Guleff
7/1/21	6/30/22	Superior Court of California, County of Butte	Silver Membership for Open Enrollment Classes	(\$3,500.00)	Restricted General	Contract Education	Guleff
7/1/21	6/30/22	Space Data, LLC	TrackPoint Database Programming Services	(\$3,975.00)	Restricted General	Contract Education	Guleff
9/22/21	Upon Payment	Computerland	Parallels Desktop for Mac Business Edition License & Maintenance	(\$120.00)	Unrestricted General	Technology Mediated Instruction	Guleff
Upon Download	3 years	Parallels International Gmbh	Parallels Desktop for Mac Business Edition License & Maintenance	\$0.00	Unrestricted General	Technology Mediated Instruction	Guleff
9/30/21	9/29/22	ProLaunch Pty Ltd	ProHelp cloud-based software	(\$1,500.00)	Unrestricted General	Technology Mediated Instruction	Guleff
10/1/21	9/30/22	Computerland, Foundation for California Community Colleges & Microsoft Corporation	Microsoft Campus and School Agreement Licensing	(\$128,789.90)	Unrestricted General	Information Technology	Stoup

Butte-Glenn Community College District
CONTRACTS RATIFICATION REPORT
Contracts Signed by the Superintendent/President or Vice President for Administration
September 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
9/1/21	8/31/24	Modern Campus USA	Omni CMS Integrated Calendar	\$0.00	Unrestricted General	Information Technology	Stoup
9/1/21	8/31/22	Modern Campus USA	OmniCMS SaaS Unlimited Users, Support Basic, Emergency Alerts License and Omni CMS Search License	(\$47,650.00)	Unrestricted General	Information Technology	Stoup
1/1/21	6/30/23	Rocklin Unified School District	K-12 Strong Workforce Program Grant Agreement	(\$233,288.00)	Restricted General	Strong Workforce Program	Guleff
1/1/22	6/30/22	Shasta Tehama Trinity Community College District	Center for Excellence support for Labor Market Research and Assistance	(\$115,000.00)	Restricted General	Strong Workforce Program	Guleff
Upon Signature	1 year	subtitle horse	SHIRE - Subtitle Editor Software License	(\$29,900.00)	Restricted General	CCC Technology Center	Stoup
9/7/2021	Upon Payment	SHI International Corp.	Tenable.sc Subscription License	(\$278,872.00)	Restricted General	CCC Technology Center	Stoup
12/21/21	12/20/22	Tenable, Inc.	Tenable.sc Subscription License	\$0.00	Restricted General	CCC Technology Center	Stoup
Upon Purchase	Upon Termination	Pure Concepts, LLC d/b/a Shift	Laravel Shift Services	(\$124.00)	Restricted General	CCC Technology Center	Stoup
9/1/21	8/31/22	Salesforce.com, Inc.	Sales Cloud Enterprise Edition Subscription	(\$12,960.00)	Restricted General	CCC Technology Center	Stoup
9/10/21	9/9/22	Zendesk, Inc.	Support Professional Subscription	(\$4,116.00)	Restricted General	CCC Technology Center	Stoup
8/3/21	Upon Installation	KBM Office Equipment, Inc.	Technology Remodel Project Furniture delivery & installation	(\$113,844.49)	Measure J	Facilities Planning & Management	Suleski
8/3/21	Upon Installation	Krueger International Inc.	Technology Remodel Project Furniture delivery & installation	(\$8,527.21)	Measure J	Facilities Planning & Management	Suleski
8/10/21	Upon Installation	Krueger International Inc.	Technology Remodel Project Furniture delivery & installation	(\$265,893.84)	Measure J	Facilities Planning & Management	Suleski
8/16/21	6/30/22	Shasta Control Company	Repair Building Automation System Control Systems for Arts, Gym and Chico Center	(\$12,000.00)	Capital	Facilities Planning & Management	Suleski
12/1/21	1/31/22	Sierra Range Electric	Learning Resource Center Entrance Doors Handicap Actuator Installation	(\$24,950.00)	Restricted General	Facilities Planning & Management	Suleski
10/1/21	10/31/21	Sierra Range Electric	Chico Center Restrooms Doors Handicap Actuators Installation	(\$32,000.00)	Restricted General	Facilities Planning & Management	Suleski
10/1/21	10/31/21	Sierra Range Electric	Skyway Center Restrooms Doors Handicap Actuators Installation	(\$32,000.00)	Restricted General	Facilities Planning & Management	Suleski
11/1/21	11/30/21	Sierra Range Electric	Learning Resource Center Restrooms Doors Handicap Actuators Installation	(\$48,000.00)	Restricted General	Facilities Planning & Management	Suleski
12/1/21	1/31/22	Sierra Range Electric	Campus Center Motor Control Center Replacement	(\$54,970.00)	Measure J	Facilities Planning & Management	Suleski
9/13/21	3/1/22	United Building Contractors, Inc.	Technology Remodel Project Change Order #9 to Issue a credit whiteboards furnished by District	\$16,691.59	Measure J and Restricted	Facilities Planning & Management	Suleski
			TOTAL REVENUE CONTRACTS	\$ 108,691.59			
			TOTAL EXPENSE CONTRACTS	\$ (1,924,558.91)			

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

October 13, 2021

Subject: Awarded Grants during the Quarter Ending September 30, 2021	Item No: 21-8178 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Grants Research and Development, Institutional Effectiveness	Action <input type="checkbox"/> Information <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Gregory Stoup Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

Pursuant to Board Policy 3280, the Board will be informed about all grants received by the District. The Superintendent/President has set procedures for continuing and new grants to assure timely application and processing of grant applications and funds, and that grants applied for directly support the purposes of the District.

Status

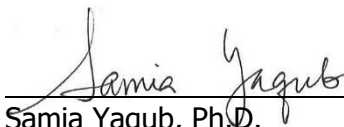
The attached Grant Awards Report represents grants awarded to the District during the following quarter: 7/1/2021 – 9/30/2021. The Superintendent/President or Vice President for Administration has executed the necessary grant agreement documents.

**Butte-Glenn Community College District
Grant Awards Report**

Grant Performance Period Start Date	Grant Performance Period End Date	Funding Agency	Grant Award Purpose	Amount Awarded	Originated by: District Department	Approved by: District Administrator
4/1/2021	2/28/2022	Chabot-Las Positas CCD	Trustee Fellowship Intersession Project Grant under the Institutional Effectiveness Partnership Initiative	\$65,750	President	Yaqub
9/1/2021	8/31/2022	U.S. Department of Education	CFDA 84.042A - TRIO-Student Support Services (SSS) _ Disabled Students GAN_P042A201142-21.3.1 Yr 2 of 5	\$261,088.00	Student Services	Citau
9/1/2021	8/31/2022	U.S. Department of Education	CFDA 84.042A TRIO Student Support Services (SSS) _ Classic -- GAN_P042A201126-21.3.1 Year 2 of 5	\$261,088.00	Student Services	Citau
6/3/2020	8/2/2022	U.S. Department of Education	CFDA 84.425L - Butte College - Higher Education Emergency Relief Fund II (HEERF II) American Rescue Plan, 2021 (ARP) Act Minority Serving Institution (MSI) Portion Allocation Award GAN # P425L200420-20C/P425L200420.7	\$1,279,468.00	Institutional Effectiveness	Stoup
7/1/2021	6/30/2022	Foundation for CA Community Colleges	Youth Empowerment Strategies for Success - Independent Living Program (YESS-ILP) 2021-22	\$22,500.00	Student Services	Gita
7/30/2021	6/30/2022	CA Department of Social Services - Child Care and Development Division	2019 Disaster Relief Grant awarded to Butte College Child Development Center - CDSS Grant #: FRGT-21-CCD-DR02	\$14,781.00	Instruction	Guleff
10/1/2021	9/30/2022	US Department of Education, Office of Post Secondary Education	Child Care Access Means Parents in School Program - CCAMPIS (CFDA 84.335A) GAN #P335A210044 (Yr 1 of 4: \$171,764 -- Total 4 Year Award = \$687,056)	\$171,764.00	Instruction	Guleff
7/1/2021	6/30/2026	EON Reality, Inc.	EON Reality, Inc. grant donation (\$5,420,527) and co investment (\$19,639,590.21) to establish an EON-XR Reality Center consisting of EON-XR Platform, Merged XR and Spatial Meetings for 5000 students & 750 work/internships upfront & Hardware as per EON-XR Center equipment list for a 5 year period. Includes Butte College partner grant guarantee fee in the amount of \$254,122.00.	\$25,060,137.21	Instruction	Guleff
			Total Awards for Quarter: 7/1/2021 - 9/30/2021	\$27,136,576		

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

October 13, 2021

Subject: Donation of District Personal Property: Miscellaneous Electronic Equipment	Item No: 21-8179 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Finance/Contracts	Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

The Butte-Glenn Community College District is owner of the electronic equipment listed on Exhibit A attached to this item. The District has determined that the electronic equipment listed is no longer required for District purposes and is unsatisfactory and not suitable for District use due to a change in technology.

Under California Education Code Section 81452 (c), if the board, by a unanimous vote of those members present, finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the board, or it may be disposed of in the local public dump on order of any employee of the district empowered for that purpose by the board.

Status

The District’s Facilities Planning & Management Department, in collaboration with Information Technology Systems Department, determined the electronic equipment listed on Exhibit A is of insufficient value to defray the costs of arranging a sale, and the donation to the Computers for Classrooms to be in accordance with District’s Board Policy 6550 and held in the District’s best interests. The Computers for Classrooms has agreed to accept this property.

Recommendation

It is recommended that the Board of Trustees find that the surplus property described as electronic equipment listed on Exhibit A attached to this item, is of insufficient value to defray the costs of arranging a sale.

It is further recommended that the Board of Trustees authorize the surplus property described as electronic equipment listed on Exhibit A be donated to the Computers for Classrooms as a donation of the District’s personal property.

EXHIBIT A

Board Meeting Date: October 13, 2021

DISPOSAL OF DISTRICT PROPERTY: ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIALS PURCHASED BETWEEN
JANUARY 1, 1997 TO JUNE 17, 2018

ITEM STATUS OPTIONS: DONATE, SELL, SURPLUS, SCRAP/SALVAGE/OTHER

Butte College Asset No. / Product Serial/Model No.	Item Description	Item Status
530175	COMPUTER TOWER	DONATE
533477	COMPUTER TOWER	DONATE
525807	COMPUTER TOWER	DONATE
525586	COMPUTER TOWER	DONATE
525524	COMPUTER TOWER	DONATE
524289	COMPUTER TOWER	DONATE
524296	COMPUTER TOWER	DONATE
524295	COMPUTER TOWER	DONATE
524310	COMPUTER TOWER	DONATE
525522	COMPUTER TOWER	DONATE
528492	COMPUTER TOWER	DONATE
529204	COMPUTER TOWER	DONATE
524304	COMPUTER TOWER	DONATE
527599	COMPUTER TOWER	DONATE
525521	COMPUTER TOWER	DONATE
525520	COMPUTER TOWER	DONATE
525527	COMPUTER TOWER	DONATE
524291	COMPUTER TOWER	DONATE
525526	COMPUTER TOWER	DONATE
528854	COMPUTER TOWER	DONATE
525229	COMPUTER TOWER	DONATE
528500	DESKTOP VISUALIZER	DONATE
526441	DESKTOP VISUALIZER	DONATE
513137	FAX MACHINE	DONATE
520301	MONITOR	DONATE
520305	MONITOR	DONATE
526987	MONITOR	DONATE
524988	MONITOR	DONATE
522976	MONITOR	DONATE
529316	MONITOR	DONATE
526445	MONITOR	DONATE
513721	MONITOR	DONATE
520306	MONITOR	DONATE
526018	MONITOR	DONATE
521027	MONITOR	DONATE
521414	MONITOR	DONATE
512301	MONITOR	DONATE
513587	MONITOR	DONATE
523080	MONITOR	DONATE
524118	MONITOR	DONATE

EXHIBIT A

Board Meeting Date: October 13, 2021

DISPOSAL OF DISTRICT PROPERTY: ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIALS PURCHASED BETWEEN
JANUARY 1, 1997 TO JUNE 17, 2018

ITEM STATUS OPTIONS: DONATE, SELL, SURPLUS, SCRAP/SALVAGE/OTHER

Butte College Asset No. / Product Serial/Model No.	Item Description	Item Status
527474	MONITOR	DONATE
525518	MONITOR	DONATE
525517	MONITOR	DONATE
523291	MONITOR	DONATE
522546	MONITOR	DONATE
514511	MONITOR	DONATE
521427	MONITOR	DONATE
521647	MONITOR	DONATE
525512	MONITOR	DONATE
514568	MONITOR	DONATE
512944	MONITOR	DONATE
525513	MONITOR	DONATE
523261	MONITOR	DONATE
521544	MONITOR	DONATE
523294	MONITOR	DONATE
523259	MONITOR	DONATE
523248	MONITOR	DONATE
525514	MONITOR	DONATE
511784	MONITOR	DONATE
510639	MONITOR	DONATE
523753	MONITOR	DONATE
522603	MONITOR	DONATE
514070	NOTEBOOK COMPUTER	DONATE
532246	NOTEBOOK COMPUTER	DONATE
504034	OSCILLOSCOPE	DONATE
504071	OSCILLOSCOPE	DONATE
504032	OSCILLOSCOPE	DONATE
504029	OSCILLOSCOPE	DONATE
504030	OSCILLOSCOPE	DONATE
A109282	OSCILLOSCOPE	DONATE
JPTLB64280	PRINTER	DONATE
531998	PRINTER	DONATE
508391	PRINTER	DONATE
522002	PRINTER	DONATE
USGNM01672	PRINTER	DONATE
522854	PRINTER	DONATE
529552	PRINTER	DONATE
523561	PRINTER	DONATE
513318	PRINTER	DONATE
513698	PRINTER	DONATE

EXHIBIT A

Board Meeting Date: October 13, 2021

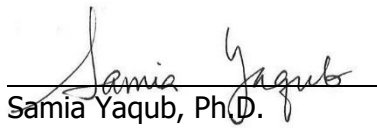
DISPOSAL OF DISTRICT PROPERTY: ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIALS PURCHASED BETWEEN
JANUARY 1, 1997 TO JUNE 17, 2018

ITEM STATUS OPTIONS: DONATE, SELL, SURPLUS, SCRAP/SALVAGE/OTHER

Butte College Asset No. / Product Serial/Model No.	Item Description	Item Status
528011	PROJECTOR	DONATE
526428	RECEIVER	DONATE
526592	RECEIVER	DONATE
526430	RECEIVER	DONATE
536434	RECEIVER	DONATE
526431	RECEIVER	DONATE
526589	RECEIVER	DONATE
526433	RECEIVER	DONATE
526591	RECEIVER	DONATE
526432	RECEIVER	DONATE
524196	SERVER	DONATE
524199	SERVER	DONATE
526426	SWITCH	DONATE
524264	TV	DONATE
LE91810411N	TV	DONATE
526586	TV	DONATE
528262	TV	DONATE
528263	TV	DONATE
527432	TV	DONATE
528260	TV	DONATE
526581	TV	DONATE
526583	TV	DONATE
526584	TV	DONATE
526585	TV	DONATE
528261	TV	DONATE
24001318N	TV	DONATE
003RMAQ6204	TV	DONATE
LE73380488	TV	DONATE

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

October 13, 2021

Subject: Faculty Using Accumulated Load Bank	Item No: 21-8180 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Instruction	Action <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Information <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Virginia L. Guleff Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

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

Status

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

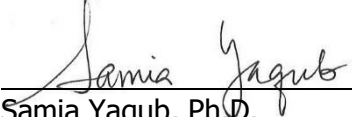
Recommendation

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

<u>Instructor</u>	<u>Discipline</u>	<u>Term Used</u>	<u>Load Used</u>
Duke, Lisa	Mathematics	Spring 2022	20.00
Hutton, Terri	Child Development	Spring 2022	41.22

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

October 13, 2021

Subject: Approval and/or Ratification of Personnel Actions	Item No: 21-8181 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Human Resources	Action Regular <input checked="" type="checkbox"/> <input type="checkbox"/> Information Consent <input type="checkbox"/> <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Recommendation

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

Management*

1. Employment of Program Administrator, Dual Enrollment – Tanna Neilsen
 Full-time, 40 hours per week, 12 months per year
 Salary: MSC 5
 Effective: October 1, 2021
2. Employee working Out-of-Class: Retention Specialist (TRIO SSS) – Christmas Aumua
 Effective: 10/4/21 – 6/30/22

Academic*

3. Assignment as BCEA Treasurer (10%) – Jeff Jordan
 Effective: Academic Year 2021-2022
4. Assignment as Chair I, Health, Kinesiology & Athletics (50%) – Jeff Jordan
 Effective: Academic Year 2021-2022
5. Assignment as Head Football Coach (10%) – Robby Snelling
 Effective: Academic Year 2021-2022
6. Assignment as Faculty Professional Development Coordinator (50%) – Teresa Ward
 Effective: Academic Year 2021-2022
7. Assignment as Rising Scholars Research (20%) – Teresa Ward
 Effective: Academic Year 2021-2022
8. Assignment as Rising Scholars Research (Chancellor’s Office grant) (30%) – Teresa Ward
 Effective: Academic Year 2021-2022
9. Assignment as Coordinator, Student Learning Outcomes (50%) – Suzanne Wakim
 Effective: Academic Year 2021-2022

10. Assignment as ASCCC-Academic Senate for California Community Colleges (40%) – Carrie Roberson
Effective: Academic Year 2021-2022
11. Assignment as Academic Senate Vice President (40%) – Daniel Donnelly
Effective: Academic Year 2021-2022
12. Assignment as Chair I, Family & Community Services (50%) – Susan Craig
Effective: Academic Year 2021-2022
13. Assignment as Academic Senate President (60%) – Robert White
Effective: Academic Year 2021-2022
14. Assignment as Curriculum Committee Co-Chair (50%) – Robert White
Effective: Academic Year 2021-2022
15. Assignment as Chair IV, Developmental (Remedial) Math (20%) – Kimberly Bartsch
Effective: Academic Year 2021-2022
16. Assignment as Chair I, Mathematics (50%) – Brooke Kennedy
Effective: Academic Year 2021-2022
17. Assignment as Chair II, Biology (40%) – Shahroukh Mistry
Effective: Academic Year 2021-2022
18. Assignment as BCEA Lead Negotiator (10%) and Vice President (25%) – Jason Trento
Effective: Academic Year 2021-2022
19. Assignment as Chair II, Physical Science (40%) – Jason Trento
Effective: Academic Year 2021-2022
20. Assignment as Curriculum Committee Co-Chair (30%) – Donna Davis
Effective: Academic Year 2021-2022
21. Assignment as Chair III, Respiratory Therapy (30%) – Donna Davis
Effective: Academic Year 2021-2022
22. Assignment as Chair IV, Administration Justice & Fire Technology (20%) – Marshall Haslem
Effective: Academic Year 2021-2022
23. Assignment as Chair I, Nursing (50%) – Laurie Meyer
Effective: Academic Year 2021-2022
24. Assignment as Chair II, Sustainable Technologies, Computer Science & Design (40%) – Luke Sathrum
Effective: Academic Year 2021-2022
25. Assignment as Academic Senate Secretary (20%) – Irma Gonzalez-Cuadros
Effective: Academic Year 2021-2022
26. Assignment as Academic Senate Treasurer (20%) – Jess Vickery
Effective: Academic Year 2021-2022
27. Assignment as Chair III, Automotive Technology (30%) – Robert Holt
Effective: Academic Year 2021-2022

28. Assignment as Chair IV, Cosmetology (20%) – Kim Kirkwood
Effective: Academic Year 2021-2022
29. Assignment as BCEA Negotiator (10%) & Grievance Officer (20%) – Kenneth Bearden
Effective: Academic Year 2021-2022
30. Assignment as BCEA Secretary (10%) – Lisa Gunn
Effective: Academic Year 2021-2022
31. Assignment as BCEA Negotiator (15%) – Deborah McCabe
Effective: Academic Year 2021-2022
32. Assignment as Athletic Trainer/Coordinator (5%) – Mario Vela
Effective: Academic Year 2021-2022
33. Assignment as BCEA BSSP Representative (15%) – John Soldate
Effective: Academic Year 2021-2022
34. Assignment as Chair I, Business Education (50%) – Shawn-Adrian Chofla
Effective: Academic Year 2021-2022
35. Assignment as Chair I, Art/Digital Arts & Design (50%) – Daniel Donnelly
Effective: Academic Year 2021-2022
36. Assignment as Chair I, English & Journalism (50%) – Kelly Fredericks
Effective: Academic Year 2021-2022
37. Assignment as BCEA President (5%) – Shaaron Vogel
Effective: Academic Year 2021-2022
38. Assignment as Chair I, Sociocultural Studies (50%) – Randy Cousineau
Effective: Academic Year 2021-2022
39. Assignment as Chair I, Communication Studies, Ethnic Studies & World Languages (50%) – Laura Rapozo-Davis
Effective: Academic Year 2021-2022
40. Assignment as Chair II, Welding & Manufacturing (40%) – Russell Pitter
Effective: Academic Year 2021-2022
41. Assignment as Chair I, Agriculture (50%) – Thomas Williams
Effective: Academic Year 2021-2022
42. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Instructional Service Agreement – California Department of Parks and Recreation) – Bradley Chesire, Kevin Forrester
Effective: September 2, 2021 – September 30, 2025
43. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Instructional Service Agreement – California Department of Parks and Recreation) – John Futoran
Effective: September 7, 2021 – September 30, 2025

44. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Instructional Service Agreement – California Department of Parks and Recreation) – Rodney Saford
Effective: September 8, 2021 – September 30, 2025
45. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Instructional Service Agreement – Work Training Center) – Ashley Carver
Effective: August 30, 2021 – June 30, 2022
46. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Orland Unified School District) – Austin Weatherby
Effective: September 22, 2021 – June 30, 2022
47. Employment of Temporary Academic Employees (Instructors and Student Development) Part-Time Faculty recommended for employment effective Fall Semester 2021 – Cary Babka, Kimberly Bruder, Vincent Calip, Kimberly Clain, Kira Cuneo, Jose Gonzalez Iniguez, Austin King, Shawn McJunkin, Christopher Mickelson, Stephen Ross, Casson Scowcroft, Michael Skaggs, Jennifer Wallace, Durl White

Classified Employees*

48. Employment of Food Service Assistant II – Jerry Moua
Full-time, 40 hours per week, 9 months per year
Salary: CSEA - 4
Effective: October 1, 2021
49. Employment of Program Assistant (EOPS) – Constance Grey-Lavin, Meui Saelee
Full-time, 40 hours per week, 12 months per year
Salary: CSEA - 29
Effective: October 1, 2021
50. Employment of Skilled Craftsperson - HVAC – Chris Sgnotz
Full-time, 40 hours per week, 12 months per year
Salary: CSEA - 34
Effective: November 1, 2021
51. Lateral Transfer of Position – Haley Lanam
From: Administrative Secretary III (CSEA 24)
To: Administrative Secretary III (SBS, SCS, WL, CMST) (CSEA 24)
Effective: September 1, 2021
52. Lateral Transfer of Position – Melanie Fierro
From: Administrative Secretary III (DSPS) (CSEA 24)
To: Administrative Secretary III (SHC) (CSEA 24)
Effective: September 13, 2021
53. Lateral Transfer of Position – Kristin Curry
From: Support Center Rep (SS) (CSEA 18)
To: Special Programs Clerk (Foster Kinship Care Education Program) (CSEA 18)
Effective: October 1, 2021

54. Lateral Transfer of Position – Tasha Spirk
 From: Lab Technician (Computer Science) (CSEA 22)
 To: Lab Technician (Health Occupations) (CSEA 22)
 Effective: October 1, 2021
55. Employee working Out-of-Class: Financial Aid/Veterans Assistant, Sr. (Financial Aid) – Melissa Groze
 Effective: 10/1/22 – 6/30/22
56. Temporary Increase in hours from 50% to 100%, Instructional Aide (Cosmetology & Barbering Center) – Kimberlynn Deter, Caitlin Torres
 Effective: 8/9/21 – 12/17/21
57. Leave without Pay or Benefits, Admissions & Records Technician, II (Admissions & Records) – Ashley Van den Boogaard
 Effective: 10/18/21 – 10/26/21

Temporary Employees*

58. Substitutes

- Account Clerk, II (CCCTC) – Jennifer Bramlage
 Salary: \$20.25 per hour 9/1/21 – 6/30/22
- Administrative Secretary, Grants (CCCTC) – Delia Go
 Salary: \$24.00 per hour 10/1/21 – 6/30/22
- Skilled Craftsperson – HVAC (FPM) – Christopher Sgnotz
 Salary: \$30.00 per hour 10/13/21 – 10/31/21
- Administrative Secretary, Non-Instructional (Student Equity) – Lilia Osorio
 Salary: \$23.50 per hour 9/23/21 – 6/30/22
- Student Services Assistant (CHC) – Martha Ventura-Plasencia
 Salary: \$22.25 per hour 9/20/21 – 9/30/21

59. Short Term/Seasonal

- Instructional Aide (Center for Academic Success) – Isabella Silva, Dylan Henson
 Salary: \$19.75 per hour 8/30/21 – 5/31/22
- Instructional Aide (Center for Academic Success) – Brytani Salcedo, Quinn Picard
 Salary: \$19.75 per hour 9/1/21 – 5/31/22
- Instructional Aide (Center for Academic Success) – Karen Gilmore
 Salary: \$19.75 per hour 9/10/21 – 5/31/22
- Chief Technology Officer (IT) – Fred Sherman
 Salary: \$82.09 per hour 9/13/21 – 9/30/21
- Crime Scene Actor – Jeffrey Goulet, Martha Medina-Barajas, Justin Mosley
 Salary: \$14.00 per hour 9/16/21 – 6/30/22

60. Professional Expert

- EMT/Paramedic – Dan Hornyak
 Salary: \$14.50 per hour 9/1/21 – 6/30/22
- EMT/Paramedic – Rachel Engstrom
 Salary: \$14.50 per hour 9/30/21 – 6/30/22
- EMT/Paramedic – Danielle Dawes
 Salary: \$14.50 per hour 9/13/21 – 6/30/22
- Manipulative Skills/Evaluator – Zachary Morrow, Michael Nichols, James Schnitzius, Triston Montoya
 Salary: \$14.50/\$16.75 per hour 9/16/21 – 6/30/22
- Nursing – Lynsey Coopridner
 Salary: \$45.00 per hour 8/25/21 – 6/30/22

Nursing – Robin Sinclair

Salary: \$45.00 per hour 10/15/21 – 6/30/22

61. Volunteers/Interns

Volunteer (Athletics) – Tim Milhorn, Larry Smith, Anne Ward, Steele Roring, Kyle Williams, David O’Hair, Jamie Engel, Jeff Walker

62. Retirements/Resignations

Retirement, Library Technician Sr. – Tiyebah Jodari

Effective: October 1, 2021

Retirement, Administrative Law Instructor – Lori Koehnen

Effective: May 28, 2022

Retirement, Geography/GIS Instructor – Randy Cousineau

Effective: May 28, 2022

Retirement, Student Services Assistant (CHC) – Patricia Hasty

Revised Effective date: December 31, 2021

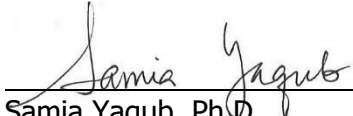
Resignation, Research Analyst (Institutional Effectiveness) – Wafiqah Shah

Effective: October 12, 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**

October 13, 2021

Subject: Approval of Contracts	Item No: 21-8182 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Contracts	Action Regular <input checked="" type="checkbox"/> Information Consent <input type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

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

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

Status

The relevant amount specified in Public Contract Code Section 20651 as adjusted annually is currently \$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).

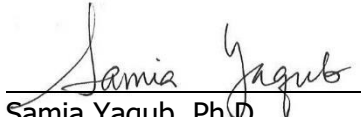
Butte-Glenn Community College District

CONTRACTS APPROVAL REPORT

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source	Originated by: District Department	Approved by: District Administrator
10/1/21	9/30/22	California Manufacturing Technology Consulting	Cost Share Subrecipient Agreement to provide consulting, customized on-site training, and consortia or group delivery services and trainings to emerging and existing manufacturing establishments in California Manufacturing Region 1	\$110,000.00 (\$110,000.00)	Restricted General	Contract Education	Guleff
1/1/22	12/31/22	Chancellor's Office California Community Colleges	Amendment to Letter of Agreement to establish fiduciary responsibility for InCommon Federation Annual SSL Certificate Subscription Service Fees <i>Pursuant to CCCCCO Grant Agreement Work Plan & Budget</i>	(\$243,000.00)	Restricted General	CCC Technology Center	Stoup
11/1/21	6/30/22	Healthcare IT Leaders, LLC	Comprehensive COVID-19 Solution-Vaccine Verification and Testing Services and a Contact Tracing Solution	Estimated (\$1,350,000.00)	Restricted General	Institutional Effectiveness	Stoup
			TOTAL REVENUE CONTRACTS	\$110,000.00			
			TOTAL EXPENSE CONTRACTS	(\$1,703,000.00)			

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

October 13, 2021

Subject: Approval of Contract to Purchase Spirion LLC Support and Maintenance from SHI International Corp. utilizing California Participating Addendum Number 7-16-70-36	Item No: 21-8183 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Contracts	Action Regular <input checked="" type="checkbox"/> Information Consent <input type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

The District’s Community Colleges Technology Center (CCCTC) Department requires Spirion Support and Maintenance for data loss prevention product for the CCCTC Information Security Center. Funding will be allocated from the Shared Infrastructure Program 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 participates in multi-state cooperative agreements for information technology and non-information technology goods and services. Cooperative agreements are available for use by state and local governmental agencies through California Participating Addenda. NASPO ValuePoint is a cooperative purchasing program facilitating public procurement solicitations and agreements using a lead-state model to deliver the highest valued, reliable and competitively sourced contracts. The California Department of General Services has entered into a California Participating Addendum 7-16-70-36 under the lead State of Arizona NASPO ValuePoint Master Agreement with SHI International Corp.

Status

District staff recommends use of the awarded California Participating Addendum Number 7-16-70-36 as a source to purchase the required Spirion Support and Maintenance from SHI International Corp., as needed during the term December 10, 2021 through December 9, 2022, in the amount not to exceed \$133,662.83. District staff has reviewed available leveraged purchasing agreements and other formal purchasing options and found that this California Participating Addendum contract best meets the needs of the District.

Recommendation

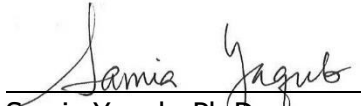
It is recommended that the Board of Trustees approve the purchase of the required Spirion Support and Maintenance from SHI International Corp., utilizing California Participating Addendum Number 7-16-70-36, per the terms of the contract, for the term of December 10, 2021 through December 9, 2022, in the amount not to exceed \$133,662.82.

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 the required services from SHI International Corp. 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**

October 13, 2021

Subject: Approval of Contract to Purchase Splunk Product from SHI International Corp. utilizing California Participating Addendum Number 7-16-70-36	Item No: 21-8184 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Contracts	Action Regular <input checked="" type="checkbox"/> Information Consent <input type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

The District’s Community Colleges Technology Center (CCCTC) Department requires Splunk Enterprise for the CCCTC Information Security Center. Funding will be allocated from the Shared Infrastructure Program 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 participates in multi-state cooperative agreements for information technology and non-information technology goods and services. Cooperative agreements are available for use by state and local governmental agencies through California Participating Addenda. NASPO ValuePoint is a cooperative purchasing program facilitating public procurement solicitations and agreements using a lead-state model to deliver the highest valued, reliable and competitively sourced contracts. The California Department of General Services has entered into a California Participating Addendum 7-16-70-36 under the lead State of Arizona NASPO ValuePoint Master Agreement with SHI International Corp.

Status

District staff recommends use of the awarded California Participating Addendum Number 7-16-70-36 as a source to purchase the required Splunk Enterprise from SHI International Corp., as needed during the term December 27, 2021 through December 26, 2022, in the amount not to exceed \$268,272.00. District staff has reviewed available leveraged purchasing agreements and other formal purchasing options and found that this California Participating Addendum contract best meets the needs of the District.

Recommendation

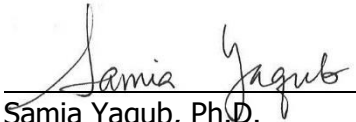
It is recommended that the Board of Trustees approve the purchase of the required Splunk Enterprise from SHI International Corp. utilizing California Participating Addendum Number 7-16-70-36, per the terms of the contract, for the term of December 27, 2021 through December 26, 2022, in the amount not to exceed \$268,272.00.

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 the required product from SHI International Corp. 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**

October 13, 2021

<p>Subject: Open for Public Comment and Approval: REVISED College and Career Access Pathways (CCAP) Appendix which includes the addition of a dual enrollment online collaborative pilot for the 2021/22 school year at Gridley High School.</p>	<p>Item No: 21-8185 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Category: Student Services</p>	<p>Action Regular <input checked="" type="checkbox"/> Information Consent <input type="checkbox"/></p>
<p>Submitted By: Peter Gitau Vice President</p>	<p>Approved By:  Samia Yaqub, Ph.D. Superintendent/President</p>

Background

Assembly Bill 288 (AB 288) was enacted January 1, 2016 and added to the California Education Code Section 76004 and then Assembly Bill 30 (AB 30) was enacted November 18, 2019 and amended the California Education Code Section 76004.

AB 288 enables the governing board of a community college district to enter into a College and Career Access Pathways (CCAP) Partnership Agreement with the governing board of a California public school district consistent with Education Code Section 76004. Butte-Glenn Community College District has developed CCAP Partnership Agreements to provide high school students the opportunity to earn college and high school credit simultaneously while gaining a jump start on post-secondary education.

As mandated by law, the governing board of each district, at an open public meeting of that board, shall present the dual enrollment CCAP partnership agreements and appendixes at an open public meeting of that board, shall take comments from the public and approve or disapprove the proposed agreements and appendixes. (Ed. Code, § 76004, subd. (b))

Status

Butte-Glenn Community College District would like to revise the CCAP Appendix to include the addition of a dual enrollment online collaborative pilot for the 2021/22 school year at Gridley High School.

Recommendation

It is recommended that the Board take comments from the public and approve the proposed REVISED CCAP Appendix which includes the addition of a dual enrollment online collaborative pilot for the 2021/22 school year at Gridley High School.



BUTTE-GLENN COMMUNITY COLLEGE DISTRICT
3536 Butte Campus Drive, Oroville, CA 95965

**COLLEGE AND CAREER ACCESS PATHWAYS
PARTNERSHIP AGREEMENT**

APPENDIX

WHEREAS, the College and Career Access Pathways Partnership Agreement ("CCAP Agreement") is between **Butte-Glenn Community College District** ("College") and **Gridley Unified School District** ("School District"); and

WHEREAS, the College and the School District agree to record College and School District specific components of the CCAP Agreement using the CCAP Agreement Appendix to specify additional detail regarding, but not limited to: the total number of high school students to be served; the total number of full-time equivalent students projected to be claimed by the College for those students; the scope, nature, time, location and listing of community college courses to be offered; and the criteria to assess the ability of pupils to benefit from those courses. (Ed. Code, § 76004, subd. (c)(1))

NOW THEREFORE, the College and School District agree as follows:

1. CCAP AGREEMENT

1.1. The College and School District entered into the CCAP Agreement on **July 1, 2021**, pursuant to action of the governing boards of the College and School District.

1.1.1. COLLEGE BOARD MEETINGS

Public Comment and Approval Board Meeting Date:	Agreement: 8/11/21	Appendix:8/11/21 & 10/13/21
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1.1.2. SCHOOL DISTRICT BOARD MEETINGS

Public Comment and Approval Board Meeting Date:	Agreement: 8/18/21	Appendix:8/18/21 & 10/6/21
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2. POINTS OF CONTACT

2.1. College and School District points of contact for this CCAP Agreement: (Ed. Code, § 76004 (c)(2))

COLLEGE

Name:	Tanna Neilsen	Title:	Program Administrator
Telephone:	(530)893-7586	Email:	neilsenta@butte.edu

SCHOOL DISTRICT

Name:	Jenny Dolan	Title:	Administrative Secretary
Telephone:	846-4721	Email:	jdolan@gusd.org

3. STUDENT SELECTION

3.1. College and School District shall adhere to the terms outlined in Section 3, Student Eligibility, Admission, Registration and Enrollment of the CCAP Agreement to select eligible students.

Required: Describe the criteria used to assess the ability of pupils to benefit from the courses(s) offered: (Ed. Code, § 76004 (c)(1))

SCHOOL DISTRICT counselors and pathway instructors select students based on academic readiness and alignment of course content to students' education and career goals.

4. **CCAP AGREEMENT EDUCATION PROGRAM(S) AND COURSE(S).** The College has identified the following: program year; educational program(s) and course(s) to be offered at the said date, time and location; term; number of sections; the total number of students to be served and projected FTES; and the instructor and employer of record.

PROGRAM YEAR:	2021/22	EDUCATIONAL PROGRAM:	Dual Enrollment
SCHOOL DISTRICT:	Gridley Unified School District	HIGH SCHOOL:	Gridley High School

ESTIMATED NUMBER OF STUDENTS TO BE SERVED: 170	TOTAL PROJECTED FTES: 17
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COURSE NAME	COURSE NUMBER	TERM	# OF SECTIONS	TIME	DAYS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
Computer Literacy for Musicians Digital Video Production	MUS 51	FA21	1	8-3:05	M-F	S. Allard	<input type="checkbox"/> CC	<input type="checkbox"/> CC
	RTVF 40	FA21	1	8-3:05	M-F	S. Allard	<input checked="" type="checkbox"/> HS	<input checked="" type="checkbox"/> HS
Career, Education & Life Choices Intro to Public Health	CLP 101	FA21	2	8-3:05	M-F	R. Schofield	<input type="checkbox"/> CC	<input type="checkbox"/> CC
	ALH 3	FA21	2	8-3:05	M-F	R. Schofield	<input checked="" type="checkbox"/> HS	<input checked="" type="checkbox"/> HS
Medical Terminology Critical Six Soft Skills	ALH 104	SP22	1	8-3:05	M-F	R. Schofield	<input type="checkbox"/> CC	<input type="checkbox"/> CC
	ALH 6	SP22	1	8-3:05	M-F	R. Schofield	<input checked="" type="checkbox"/> HS	<input checked="" type="checkbox"/> HS
Intro to Animal Science	AGS 40	FA21	1	8-3:05	M-F	J. Vasquez	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS

Required: Attach the course description for each course listed above. Each course description should include information regarding the nature and scope of the course.

5. **BOOKS AND INSTRUCTIONAL MATERIALS.** The total cost of books and instructional materials for School District students participating as part of this CCAP agreement will be borne by School District.

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
Computer Literacy for Musicians	The Music Mixing Workbook	\$0	None	\$0
Digital Video Production	The Visual Story and Storytelling Techniques	\$0	None	\$0
Career, Education & Life Choices	Career Choices and Changes	\$0	None	\$0
Intro to Public Health	Introduction to Public Health	\$0	None	\$0
Medical Terminology	Introducing Medical Terminology	\$0	None	\$0
Critical Six Soft Skills	Job Readiness for Health Professionals	\$0	None	\$0
Intro to Animal Science	Modern Livestock and Poultry Production	\$0	None	\$0

6. **REIMBURSEMENT.**

- 6.1. Use of School District Instructor. For those courses in which a School District instructor is responsible for the instructional services for a course offered as part of this CCAP Agreement, the College will pay School District as follows: \$400.00 per completed section.
- 6.2. The College will pay School District for each School District instructor attending the College's Dual Enrollment Orientation and Training as follows: \$100.00 per instructor.
- 6.3. Invoicing Procedures. Within 30 days after the end of each academic term, the School District shall provide an invoice to the College for reimbursement implied in this CCAP Agreement Appendix. The invoice must specify the course name, course number, term, instructor and the number of students served.

7. FACILITIES USE.

- 7.1. College and School District shall adhere to the terms outlined in Section 13, Facilities, of this CCAP Agreement.
- 7.2. School District as part of Section 13.1 of this CCAP Agreement, shall extend access and use of the following School District facilities:

BUILDING	CLASSROOM	DAYS	HOURS
GHS	207	M-F	8-3:05
GHS	207	M-F	8-3:05
GHS	211	M-F	8-3:05
GHS	211	M-F	8-3:05
GHS	211	M-F	8-3:05
GHS	305	M-F	8-3:05

8. APPENDIX APPROVAL

- 8.1. The College and School District shall ensure that the governing board of each district, at an open public meeting of that board, shall present this CCAP Appendix, take comments from the public, and approve or disapprove this CCAP Appendix. (Ed. Code, § 76004, subd. (b))
- 8.2. Upon approval of this Appendix by the governing boards of both the College and School District, the College will provide a copy of this Appendix to the Chancellor’s Office of the California Community Colleges prior to the start of the course. (Ed. Code, § 76004, subd. (c)(3))

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties to the CCAP Agreement have executed this CCAP Agreement Appendix by their duly authorized representatives on the dates of their signatures.

BUTTE-GLENN COMMUNITY COLLEGE DISTRICT

GRIDLEY UNIFIED SCHOOL DISTRICT

By: _____
 (Signature of person authorized to execute Appendix on behalf of College.)

By: _____
 (Signature of person authorized to execute Appendix on behalf of School District.)

Name: Andrew B. Suleski

Name: Jordan Reeves

Title: Vice President for Administration

Title: Superintendent

Date: _____

Date: _____

TO BE COMPLETED BY COLLEGE ONLY					
The person preparing this contract must complete this section and obtain appropriate initials before contract will be approved.					
Initiating Department:	SCHOOL RELATIONS	Preparer's Name & ID:	TANNA NEILSEN / 3180821	Phone:	7586
Vendor Name:	GRIDLEY UNIFIED SCHOOL DISTRICT		Vendor ID:		
PO Description (Max. 25 characters):	CCAP AGREEMENT APPENDIX – 2021/22				
Budget Code:	12.410.700.1.640000.55800	PO Amount:	\$3,400		
Contract Monitor Name (Person Who Approves Invoices):	TANNA NEILSEN			Phone:	7586
Dept. Dean/Director Initials:		Dept. Vice President Initials:			
Business Contracts Approval:		Purchase Order Number:			

BUTTE COLLEGE

COURSE OUTLINE

I. CATALOG DESCRIPTION

MUS 51 - Computer Literacy for Musicians

1.5 Unit(s)

Transfer Status: CSU

17 hours Lecture

34 hours Lab

This course is a study of the operation of computers and basic practices for their use in music composition. Emphasis is placed on computer music applications including sequencing, notation, and sound design. The course focuses on entry-level details in system and music file management, music recording and creation, and the practical software applications used in the music field.

II. OBJECTIVES

Upon successful completion of this course, the student will be able to:

- A. Demonstrate knowledge and uses of the Macintosh operating system.
- B. Create, store and share basic music application documents.
- C. Create and send email documents with music file and other attachments.
- D. Manage file systems and sound libraries.
- E. Create a podcast, movie score and other multi-media projects.
- F. Compose, mix and export original music compositions.

III. COURSE CONTENT

A. Unit Titles/Suggested Time Schedule

<u>Topics</u>	Lecture	<u>Lec Hrs</u>
1. Introduction, handout syllabus, orientation, discuss course, software applications, and text resources.		1.00
2. Introduction to the Macintosh operating system.		1.50
3. How to configure Macintosh operating system, and create network share file structure for music applications.		1.00
4. How to install audio recording software and sound libraries.		1.00
5. Managing user accounts, including student user accounts on the network.		1.50
6. Managing user home folders and their applications to music creation.		1.00
7. Sound library and audio file system management.		1.50
8. Recording project data management and backup.		1.50
9. Recording music in GarageBand.		1.00
10. Scoring a movie and arranging loops.		1.00
11. Creating an iPhone ringtone.		1.00
12. Mixing music and effects.		1.00
13. Composition of an original music project.		2.00
14. Sharing your finished projects.		1.00
Total Hours		17.00

Lab

Topics

Hours

1. Configure Macintosh operating system and create network share file structure for saving music compositions.	1.50
2. Explore audio recording and composition software, user accounts and file systems.	1.50
3. Explore file system structure and data backup methods needed for large audio recording projects.	1.50
4. Recording music in GarageBand, including choosing a template, identifying regions and tracks, using metronome and recording guitar.	3.50
5. Scoring a movie and arranging loops, including working with the browser, loops, and advanced arranging techniques.	3.00
6. Creating an iPhone ringtone, including recording software instruments, editing voice track, merging instruments, and sending a ringtone to itunes.	3.00
7. Mixing Music and Effects. Create a basic mix, using volume and pan and effects.	3.00
8. Creating podcasts. Importing a project, working with artwork and markers, editing regions, adding a URL, and exporting final podcast.	3.00
9. Sharing finished projects. Export a movie, podcast and song to itunes, CD and the Internet.	3.00
10. Composition of an original music project. Export final project to hard drive, CD and the Internet.	11.00
Total Hours	34.00

IV. METHODS OF INSTRUCTION

- A. Lecture
- B. Collaborative Group Work
- C. Class Activities
- D. Homework: Students are required to complete two hours of outside-of-class homework for each hour of lecture
- E. Demonstrations
- F. Reading Assignments
- G. Multimedia Presentations

V. METHODS OF EVALUATION

- A. Exams/Tests
- B. Quizzes
- C. Projects
- D. Homework
- E. Lab Projects
- F. Written Assignments
- G. Essays and research papers

VI. EXAMPLES OF ASSIGNMENTS

- A. Reading Assignments
 - 1. Read Chapter 1 in GarageBand book. Answer questions about topics covered in those chapters on the quiz. Review the topics in class discussion.
 - 2. Read Chapter 4 in GarageBand book. Answer questions about topics covered in those chapters on the quiz. Review the topics in class discussion.
- B. Writing Assignments
 - 1. Attend a live concert and write a concert report detailing the production elements of the

- show. Include instrumentation of the band, equipment used for miking and live sound.
2. Write a three page research paper on the history of electronic music. Give details on the development of synthesizers, midi, and computer recording applications.
- C. Out-of-Class Assignments
1. Attend a live concert and take notes on the integration of digital mixing consoles, sequencers and miking techniques used.
 2. Research a major electronic music composer for TV, film or video games. Study the methods and softwares used in these compositions, and apply these methods to your own compositions.

VII. **RECOMMENDED MATERIALS OF INSTRUCTION**

Textbooks:

- A. Plummer, Mary and Scoppettuolo, Dion. Apple Training Series: iLife 11. 1st Edition. Peachpit Press, 2010.

Materials Other Than Textbooks:

- A. Journal, handouts, and online resources for music application software and related articles

Created/Revised by: David Elke

Date: 03/26/2012

BUTTE COLLEGE

COURSE OUTLINE

I. CATALOG DESCRIPTION

RTVF 40 - Digital Video Production

3 Unit(s)

Prerequisite(s): NONE

Recommended Prep: Reading Level IV; English Level III

Transfer Status: CSU

34 hours Lecture

51 hours Lab

The course provides an introduction to the theory, terminology, and operation of single camera video production, including composition and editing techniques, camera operation, portable lighting, video recorder operation, audio control and basic editing. This course focuses on the aesthetics and fundamentals of scripting, producing, directing on location, postproduction, and exhibition/distribution.

II. OBJECTIVES

Upon successful completion of this course, the student will be able to:

- A. Demonstrate both the technical and aesthetic aspects of video field production and demonstrate knowledge of basic production techniques.
- B. Operate video field recording equipment correctly to acquire quality video and audio products.
- C. Conceive and execute appropriate approaches to editing field footage into cohesive projects.
- D. Demonstrate the skills needed for successful teamwork in television, film or other media employment.
- E. Demonstrate through projects that with the power of a communicator, comes moral and ethical responsibility.

III. COURSE CONTENT

A. Unit Titles/Suggested Time Schedule

	Lecture	
<u>Topics</u>		<u>Hours</u>
1. An overview of the process of pre-production, production and post-production camera operation including recording formats, lens operation, basic filters and tripod use		6.00
2. Picture composition		6.00
3. Basic lighting techniques and equipment		5.00
4. Basic audio including different microphones and mounting techniques, and appropriate sound theory (i.e. balance, presence and perspective)		6.00
5. General concepts of acting and directing		5.00
6. Post-production theory (i.e. continuity and dynamic editing) plus basic operation for nonlinear editing including ingest, editing operation and distribution		6.00
Total Hours		34.00

Lab

<u>Topics</u>	<u>Hours</u>
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1. Produce recordings using various lenses and filters	8.00
2. Produce projects using multiple picture compositions	7.00
3. Use basic lighting techniques and equipment	7.00
4. Record projects using different microphones and mounting techniques (i.e. balance, presence and perspective)	8.00
5. Create projects that incorporate acting and directing	8.00
6. Use post-production to create nonlinear editing projects	7.00
7. Assemble as a final individual project a live action (or dramatic creation) suitable for review and evaluation during a public showing	6.00
Total Hours	51.00

IV. METHODS OF INSTRUCTION

- A. Lecture
- B. Homework: Students are required to complete two hours of outside-of-class homework for each hour of lecture
- C. Discussion
- D. Demonstrations
- E. Reading Assignments
- F. Multimedia Presentations
- G. Individual and Group Projects

V. METHODS OF EVALUATION

- A. Exams/Tests
- B. Projects
- C. Homework
- D. Final Examination
- E. Written Assignments
- F. Written Examinations

VI. EXAMPLES OF ASSIGNMENTS

- A. Reading Assignments
 1. Read the chapter on basic videography; complete the reading assessment quiz and be prepared to apply the chapter information during the videography shooting assignment.
 2. Read the chapter on non-linear video editing and write a 200 word minimum summary of the chapter information for a class discussion of video editing.
- B. Writing Assignments
 1. Write a 200 word minimum analysis of how the “Rule of Thirds” is used in a video production to improve composition and direct viewer interest. Be prepared to present your findings during a class discussion of effective video composition.
 2. View a student video project and write 250 word minimum analysis of its content and presentation in terms of accepted principles of videography and editing.
- C. Out-of-Class Assignments
 1. Plan and design a storyboard for a video production including details of camera placement, character dialog, camera moves, and composition.
 2. Use an online job search database to identify opportunities for videographers/editors in California and the United States. Write a 200 word minimum report on your findings.

VII. RECOMMENDED MATERIALS OF INSTRUCTION

Textbooks:

- A. Zettl, H. TV Production Handbook. Wadsworth Publishing, 2011.
- B. Musberger, R. Single Camera Video Production. 5th Edition. Focal Press, 2010.
- C. Compesi, R. Video Field Production and Editing. 7th Edition. Focal Press, 2006.

Created/Revised by: Mark Hall

Date: 10/19/2015

BUTTE COLLEGE

COURSE OUTLINE

I. CATALOG DESCRIPTION

CLP 101 - Career, Education and Life Choices

3 Unit(s)

Prerequisite(s): NONE

Recommended Prep: Reading Level II; English Level II

Transfer Status: NT

51 hours Lecture

This is an introductory personal development course where students learn the skills for goal setting, budget projection, career and educational research, decision-making, and personal management. The course culminates in a 10-year action plan to fulfill educational and career goals.

II. OBJECTIVES

Upon successful completion of this course, the student will be able to:

- A. Identify interests, lifestyle preferences and aptitudes that influence career, education and life choices.
- B. Conduct preliminary career research using online and in-person resources such as the Occupational Outlook Handbook and informational interviews.
- C. Use a basic problem-solving techniques to overcome obstacles and refine personal goals.
- D. Create plans and use self-directed strategies for career changes and lifelong learning.
- E. Develop and maintain a 10-year action plan that includes appropriate experiences, skills, training and education required to attain stated career goal.

III. COURSE CONTENT

A. Unit Titles/Suggested Time Schedule

<u>Topics</u>	<u>Lecture</u>	<u>Hours</u>
1. Envisioning your future		2.00
2. Setting goals and creating plans		4.00
3. Career research		6.00
4. Budgeting for your envisioned lifestyle		5.00
5. Rubrics for making informed education, career, and life choices		4.00
6. Transitioning through post-secondary education into the workforce		4.00
7. Long-range plans for educational and training opportunities		8.00
8. Strategies for making career and life changes		3.00
9. Self-mastery skills and resiliency strategies		4.00
10. Connecting your education and career decisions with the planning process		4.00
11. Designing and maintaining your 10-year plan		7.00
Total Hours		51.00

IV. METHODS OF INSTRUCTION

- A. Lecture
- B. Group Discussions
- C. Guest Speakers
- D. Class Activities

- E. Homework: Students are required to complete two hours of outside-of-class homework for each hour of lecture
- F. Multimedia Presentations

V. METHODS OF EVALUATION

- A. Portfolios
- B. Projects
- C. Homework
- D. Class participation
- E. Written Assignments
- F. Final Project

VI. EXAMPLES OF ASSIGNMENTS

A. Reading Assignments

1. Read the section in your text on the six E's of excellence, and prepare to share in class a person you know that embodies these traits.
2. Read the chapter in your text on the traits of those who succeed, and prepare to present in class the characteristics of people you would like to hire if you were the manager of a company.

B. Writing Assignments

1. Complete a one-page personal profile articulating your passions, work values, strengths, skills, aptitudes, and desired roles.
2. Write a budget for the envisioned lifestyle using the template provided by your instructor.

C. Out-of-Class Assignments

1. Complete an online inventory that details the skills you have and the skills you need to learn for your chosen career path. Submit a one-page summary of your findings.
2. Using your skills inventory chart, develop an education plan for your career path. Prepare to share your plan during a small-group discussion in class.

VII. RECOMMENDED MATERIALS OF INSTRUCTION

Textbooks:

- A. Bingham, Mindy. Career Choices and Changes: Workbook and Portfolio. 5th Edition. Academic Innovations, 2013.
- B. Bingham, Mindy & Stryker, Sandy. Career Choices and Changes: Discover Who You Are, What You Want, and How to Get It. 5th Edition. Academic Innovations, 2013.

Materials Other Than Textbooks:

- A. Online inventories that measure interests, personality, values, skills, learning styles, and lifestyle
Instructor may decide to assign additional self-measurement tools outside of the course text/materials, as needed.
- B. My10yearPlan.com® Interactive, Academic Innovations, 2012.

Created/Revised by: Brian Donnelly

Date: 10/31/2016

BUTTE COLLEGE

COURSE OUTLINE

I. CATALOG DESCRIPTION

ALH 3 - Introduction to Public Health

3 Unit(s)

Transfer Status: CSU

51 hours Lecture

This course provides an introduction to the discipline of Public Health. Students will gain an understanding of the basic concepts and terminologies of public health, and the history and accomplishments of public health officials and agencies. An overview of the functions of various public health professions and institutions, and an in-depth examination of the core public health disciplines is covered. Topics of the discipline include the epidemiology of infectious and chronic disease; prevention and control of diseases in the community including the analysis of the social determinants of health and strategies for eliminating disease, illness and health disparities among various populations; community organizing and health promotion programming; environmental health and safety; global health; and healthcare policy and management. (C-ID PHS 101)

II. OBJECTIVES

Upon successful completion of this course, the student will be able to:

- A. Define important foundational concepts in community/public health.
- B. Identify different public health disciplines, professions and organizations, and explain how each contributes to the field of public health.
- C. Describe the historical development of public health including the most important achievements of public health.
- D. Distinguish the difference between personal and public health.
- E. Distinguish how public health differs from the traditional Western medicine approach to treating disease and illness.
- F. Demonstrate the use of basic epidemiological methods, such as the analysis of rates, and the definition of cases, population at risk, risk factors, incidence, prevalence, morbidity and mortality.
- G. Outline strategies for prevention, detection and control of infectious and chronic disease.
- H. Outline the process of community organizing, building and health promotion programming.
 - I. Describe the interplay between health determinants, such as environmental conditions, social, behavioral and cultural factors, and biological considerations, and explain the role of each in determining local, national and global health organization and policy.
 - J. Analyze current public health issues and describe how they affect societal well-being among specific populations of age, sex, ethnicity, minority, education and socioeconomic status.
- K. Describe the organization, financing and delivery of various medical and population-based services in the U.S. healthcare system.
- L. Identify, assess and utilize credible information resources on community health current issues, such as the Internet, social media, media outlets, and libraries.

III. COURSE CONTENT

A. Unit Titles/Suggested Time Schedule

Lecture

Topics

Lec Hrs

1. Definition of Public Health 7.00
 - a. Distinction between personal and public health
 - b. History and accomplishments of public health officials and agencies
 - c. Core functions of public health professions and institutions

2. Analytical Methods of Public Health	7.50
a. Epidemiology: the basic science of public health	
b. Principles, methods and limitations	
c. Statistics: making sense of uncertainty	
d. The role of data in public health	
3. The Biomedical Basis of Public Health	7.50
a. The conquest of infectious disease	
b. New infectious disease	
c. Chronic disease	
d. Genetic disease	
4. Community Organizing and Health Promotion Programming	7.00
5. Social and Behavioral Factors in Public Health	7.50
a. Health inequities among ethnic and minority groups	
b. Education and socioeconomic status and health	
c. Community concerns: including, but not limited to addiction, obesity, and violence	
d. Maternal, infant and child, adolescent, adulthood and elder health	
6. Environmental Issues in Public Health	7.50
a. Clean air	
b. Clean water	
c. Garbage	
d. Food and drug safety	
e. Population control	
f. Injury prevention	
g. Emergency Preparedness	
7. Medical Care and Public Health	7.00
Total Hours	51.00

IV. METHODS OF INSTRUCTION

- A. Multimedia Presentations
- B. Lecture
- C. Discussion
- D. Homework: Students are required to complete two hours of outside-of-class homework for each hour of lecture

V. METHODS OF EVALUATION

- A. Exams/Tests
- B. Quizzes
- C. Projects
- D. Written Assignments

VI. EXAMPLES OF ASSIGNMENTS

- A. Reading Assignments
 - 1. Read the text chapter regarding Health Care Delivery in the United States. Be prepared to discuss how health care options have changed over the past century and what current options people have in the United States.
 - 2. Read the text chapter regarding Epidemiology: The Study of Disease, Injury, and Death in the Community. Be prepared to identify and discuss the diseases and their resultant injury and deaths.
- B. Writing Assignments

1. After completing the assigned reading and classroom presentations on Community and Public Health and the Environment, answer each item under the In-Text questions as listed at the end of this chapter.
 2. After completing the assigned reading and classroom presentations on Community and Public Health and the Environment, write a three page narrative on how our environment impacts public health care concerns, policy and medical decisions.
- C. Out-of-Class Assignments
1. Read the text chapter on Communicable and Non-communicable Diseases: Prevention and Control of Diseases and Health Conditions. Prepare a group presentation on the area agencies that test and serve those with communicable diseases in the greater Butte County area.
 2. Read the text chapter on Community Organizing/ Building and Health Promotion Programming. Prepare a plan to develop and promote a program that will help with a local health care issue.

VII. RECOMMENDED MATERIALS OF INSTRUCTION

Textbooks:

- A. McKenzie, James and Pinger, Robert. An Introduction to Community Health. 9th Edition. Jones & Bartlett Learning, 2016.
- B. Schneider, Mary-Jane. Introduction To Public Health. 4th Edition. Jones & Bartlett Learning, 2013.
- C. Reigelman, Richard and Kirkwood, Brenda. Public Health 101: Healthy People Healthy Populations. 2nd Edition. Jones & Bartlett Learning, 2014.

Created/Revised by: Michael Smith

Date: 03/12/2018

BUTTE COLLEGE

COURSE OUTLINE

I. CATALOG DESCRIPTION

ALH 104 - Medical Terminology

3 Unit(s)

Transfer Status: NT

51 hours Lecture

This course explores the specialized language used within the medical profession. Emphasis is placed on the definition, pronunciation and spelling of medical terms with focus on building medical words using prefixes, word roots, suffixes and combining forms. To further advance a working knowledge of these terms, vocabulary is taught in relation to the basic anatomy, physiology and pathology of body systems.

II. OBJECTIVES

Upon successful completion of this course, the student will be able to:

- A. Interpret the meaning of medical terms by analyzing the basic elements of the terms.
- B. Classify medical terms in relation to basic anatomy, physiology, and pathology of body systems.
- C. Identify medical terms correctly.
- D. Pronounce medical terms correctly.

III. COURSE CONTENT

A. Unit Titles/Suggested Time Schedule

<u>Topics</u>	Lecture	<u>Lec Hrs</u>
1. Introduction of Medical Terminology		5.00
2. Body Structure		3.00
3. Integumentary (Skin and associated structures) System		3.00
4. Muscular System		2.00
5. Skeletal System		2.00
6. Cardiovascular System		4.00
7. Blood, Lymphatic and Immune Systems		4.00
8. Respiratory System		4.00
9. Digestive System		3.00
10. Urinary System		3.00
11. Reproductive System		3.00
12. Endocrine System		4.00
13. Nervous System		4.00
14. Special Senses		3.00
15. Pharmacology, Diagnostic Imaging, Surgery, Oncology		4.00
Total Hours		51.00

IV. METHODS OF INSTRUCTION

- A. Multimedia Presentations
- B. Lecture
- C. Discussion
- D. Homework: Students are required to complete two hours of outside-of-class homework for each hour of lecture
- E. Reading Assignments

V. METHODS OF EVALUATION

- A. Exams/Tests
- B. Oral Presentation
- C. Homework
- D. Short papers
- E. Multi-Media Presentations

VI. EXAMPLES OF ASSIGNMENTS

- A. Reading Assignments
 - 1. Read about diagnostic imaging and be prepared to discuss terms regarding X-Ray procedures.
 - 2. Read the chapter about the respiratory system and be prepared to discuss root words and combining forms regarding the respiratory system.
- B. Writing Assignments
 - 1. Write a one page paper about the anatomy of the respiratory system to include at least ten medical terms from the respiratory system chapter.
 - 2. Write a one page paper about heart disease, incorporating at least 15 medical terms introduced in the cardiovascular chapter.
- C. Out-of-Class Assignments
 - 1. Read the medical record analysis at the end of the musculoskeletal chapter and be prepared to interpret the underlined terms.
 - 2. Find a media advertisement about a pharmaceutical product research its usage and be prepared to interpret medical terms within the ad.

VII. RECOMMENDED MATERIALS OF INSTRUCTION

Textbooks:

- A. Fremgen, Bonnie. Medical Terminology, A Living Language. 6th Edition. Prentice Hall, 2015.

Materials Other Than Textbooks:

- A. Visual aids, some provided by Butte College Allied Health Department.

Created/Revised by: Michael Smith

Date: 04/04/2016

BUTTE COLLEGE

COURSE OUTLINE

I. CATALOG DESCRIPTION

ALH 6 - The Critical Six Soft Skills in the Professional Healthcare Environment 3 Unit(s)

Transfer Status: CSU

51 hours Lecture

This course assists in the development of soft skills in the professional healthcare settings. Soft skills can be defined as a cluster of personality traits and behaviors that enhance the relationship between two individuals or an individual and an organization. Proficiency in the practice of soft skills has been identified as an essential characteristic to attain for any individual involved in the professional healthcare setting. Content will include six competency domains which include: Communication, Workplace Ethics and Professionalism, Team Building and Collaboration, Effective Problem Solving, Embracing Diversity and Demonstrating Compassion. Graded only.

II. OBJECTIVES

Upon successful completion of this course, the student will be able to:

- A. Compare and contrast interpersonal versus oral communication skills in today's workplace and healthcare environment.
- B. Discuss components and workplace ethics and describe methods to enhance professionalism in the healthcare professional setting.
- C. Identify approaches to development of a collaborative team in the workplace setting.
- D. Utilize critical thinking and sound judgment in effective problem solving in the professional environment.
- E. Cultivate diversity in the workplace, and foster cultural professionalism.
- F. Describe methods to nurture compassion in the workplace and understand ways to ensure the practice of self-reflection.

III. COURSE CONTENT

A. Unit Titles/Suggested Time Schedule

	Lecture	
<u>Topics</u>		<u>Lec Hrs</u>
1. Communication		9.00
2. Workplace Ethics and Professionalism		8.00
3. Team Building and Collaboration		8.00
4. Effective Problem Solving		9.00
5. Embracing Diversity		9.00
6. Demonstrating Compassion		8.00
Total Hours		51.00

IV. METHODS OF INSTRUCTION

- A. Lecture
- B. Discussion
- C. Demonstrations
- D. Class Activities
- E. Homework: Students are required to complete two hours of outside-of-class homework for each hour of lecture

F. Reading Assignments

V. **METHODS OF EVALUATION**

- A. Exams/Tests
- B. Oral Presentation
- C. Demonstration
- D. Written Assignments

VI. **EXAMPLES OF ASSIGNMENTS**

A. Reading Assignments

1. Read the chapter on body language in your textbook. Be prepared to demonstrate effective body language in class.
2. Read the chapter on problem solving in the workplace in your textbook. Be prepared to participate in a discussion in class.

B. Writing Assignments

1. Write a 2-3 page paper about a situation that occurred in a job that you have had that dealt with a conflict. Describe how you handled the situation then, and how you would handle it differently now.
2. Write a one page dialogue that illustrates compassion shown for an individual who is struggling with a career choice.

C. Out-of-Class Assignments

1. Go to a public place (park, shopping mall, grocery store, etc) and observe verbal and non-verbal interactions between individuals. Be prepared to discuss your specific observations in class.
2. Develop an activity that can be used in the workplace to enhance team building and collaboration.

VII. **RECOMMENDED MATERIALS OF INSTRUCTION**

Textbooks:

- A. Elsevier. Job Readiness for Health Professionals. 2nd Edition. Saunders, 2016.

Created/Revised by: Susan Craig

Date: 04/02/2018

BUTTE COLLEGE

COURSE OUTLINE

I. CATALOG DESCRIPTION

AGS 40 - Introduction to Animal Science

3 Unit(s)

Prerequisite(s): NONE

Recommended Prep: Reading Level III; English Level III; Math Level II

Transfer Status: CSU/UC

34 hours Lecture

51 hours Lab

This course is a scientific approach to the livestock industry encompassing aspects of animal anatomy, physiology, nutrition, genetics and epidemiology. There will be special emphasis on the origin, characteristics, adaptation and contributions of farm animals to the global agriculture industry. Analysis of the economic trends and career opportunities in animal agriculture will be covered.

II. OBJECTIVES

Upon successful completion of this course, the student will be able to:

- A. Identify animal contributions to the development of human civilizations.
- B. Describe economically significant breeds of animals and their unique adaptations.
- C. Describe the function of the major body systems.
- D. Identify reproductive cycles and biotechnological principles of animal reproduction.
- E. Analyze genetic change through artificial/natural selection.
- F. Discuss nutritional needs for various body functions.
- G. Describe animal behavior as it relates to animal domestication, health and performance.
- H. Explain basic strategies for disease control, prevention and management.
- I. Utilize the scientific method to collect data, calculate production parameters and make scientifically-based management decisions.
- J. Identify and discuss current issues affecting animal agriculture.

III. COURSE CONTENT

A. Unit Titles/Suggested Time Schedule

	Lecture	
<u>Topics</u>		<u>Hours</u>
1. Introduction to animal agriculture		4.00
a. Career opportunities		
b. Importance of domestic animals to the world and to the United States		
c. Economic importance of animal agriculture		
d. Animal contributions to human needs		
e. Ethnic and cultural contributions to animal domestication		
2. Unique adaptations of various species		4.00
a. Natural selection vs artificial selection		
b. Meat animal use and production		
c. Fiber production		
d. Dairy production		
e. Recreational and companionship use of animals		
3. Anatomy and physiology		3.00
a. Identification of external anatomy for various species		
b. Analysis of body systems – reproductive, respiratory, digestive, immune, circulatory		

4. Animal reproduction	3.00
a. Animal breeding systems	
b. Reproductive management and technology	
c. Fertility assessment	
5. Genetics	3.00
a. Introduction and review of genetic principles	
b. Gene modification and genetic interactions	
c. Genetic improvement and variation	
d. Inheritance and population genetics	
6. Nutrition	3.00
a. Classes of nutrients	
b. Feed identification and composition	
c. Livestock feeding management practices	
7. Animal behavior (ethology)	3.00
a. Behavioral characteristics	
b. Animal handling and safety	
c. Conditioning	
8. Animal health	3.00
a. Biosecurity	
b. Vital Signs	
c. Indications of health vs disease	
d. Common diseases	
9. The scientific method	3.00
a. Research in animal agriculture	
b. Developing a research model	
c. Humane treatment of research animals	
10. Issues affecting animal agriculture	5.00
a. Animal welfare issues	
b. Advances in biotechnology	
c. Governmental and environmental concerns	
d. Food safety	
e. Public policy and consumer awareness	
Total Hours	34.00

Lab

<u>Topics</u>	<u>Hours</u>
1. Beef and Dairy	3.00
2. Sheep and Swine	3.00
3. Meats lab, safety and processes	3.00
4. Grocery store - meat, cheese, butter, ice cream	3.00
5. Purebred Beef - Expected Progeny Differences (EPD)	3.00
6. Commerical cattle operation - weaning, castration	3.00
7. Dairy farm - production cycle	3.00
8. Milk processing - cheese plant	3.00
9. Sheep - lambing and handling	3.00
10. Purebred Sheep - production cyle	3.00
11. Swine - vaccination, selection, management	3.00
12. Poultry - quality of carcasses and eggs	3.00

13. Horse - production cycle	3.00
14. Selection workshop	3.00
15. Biotechnology and environmental workshop	3.00
16. North Valley Livestock Tour	6.00
Total Hours	51.00

IV. METHODS OF INSTRUCTION

- A. Lecture
- B. Class Activities
- C. Homework: Students are required to complete two hours of outside-of-class homework for each hour of lecture
- D. Discussion
- E. Problem-Solving Sessions

V. METHODS OF EVALUATION

- A. Exams/Tests
- B. Class participation
- C. Written Examinations
- D. Practical Evaluations
- E. Mid-term and final examinations

VI. EXAMPLES OF ASSIGNMENTS

- A. Reading Assignments
 1. Read the chapter on genetic change through selection and be prepared to share your findings with the class.
 2. Read the chapter on market classes and grades of livestock and be able to discuss in a group setting the evaluative criteria for each grade of beef, pork and lamb.
- B. Writing Assignments
 1. Read the chapter on animal behavior and and write a 2-3 page paper on the fields of animal behavior and systems of animal behavior.
 2. Read an article from a trade magazine on the issues in animal agriculture and write 2 page paper on animal welfare.
- C. Out-of-Class Assignments
 1. Visit any livestock operation in the local area and be prepared to share with the class, the breeds, total numbers and management practices utilized at the operation.
 2. Use the Internet to check current pricing on the major market animals as well as breeding stock for swine, sheep, beef and dairy cattle. This information will be shared with the class.

VII. RECOMMENDED MATERIALS OF INSTRUCTION

Textbooks:

- A. Taylor, R. Scientific Farm Animal Production. 10th Edition. Prentice Hall, 2012.

Materials Other Than Textbooks:

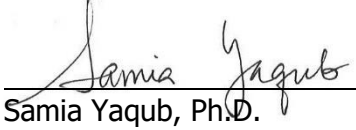
- A. Materials: 3 ring notebook, proper clothing for labs

Created/Revised by: Bruce Hicks

Date: 10/20/2014

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

October 13, 2021

<p>Subject: Consideration of Resolution No. 805: Affirming Butte-Glenn Community College District's Commitment to Diversity, Equity, and Inclusion</p>	<p>Item No: 21-8186 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Category: Administration</p>	<p>Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input checked="" type="checkbox"/> Consent <input type="checkbox"/></p>
<p>Submitted By: Samia Yaqub, Ph.D. Superintendent/President</p>	<p>Approved By:  _____ Samia Yaqub, Ph.D. Superintendent/President</p>

Background

In April 2021, in a joint letter from California Community College Chancellor Oakley, CEOCCC Board President Dr. Pam Luster, and CCCT President Adrienne Grey, requested California Community Colleges to adopt a DEI Resolution as an extension of the *Vision for Success* Diversity, Equity, and Inclusion report of 2020 as well as the DEI statement adopted by the Board of Governors late last year.

Status

This action-oriented resolution affirming our commitment to diversity, equity, and inclusion was developed in collaboration with the office of Inclusion, Diversity, Equity and Anti-Racism, the Superintendent/President, the office of Institutional Effectiveness, as well as campus stakeholders.

Recommendation

It is recommended that the Board of Trustees adopt Resolution No. 805 affirming Butte-Glenn Community College District's Commitment to Diversity, Equity, and Inclusion.

BUTTE-GLENN COMMUNITY COLLEGE DISTRICT

Board of Trustees

October 13, 2021

RESOLUTION 805

AFFIRMING BUTTE-GLENN COMMUNITY COLLEGE DISTRICT'S COMMITMENT TO DIVERSITY, EQUITY, AND INCLUSION

WHEREAS, Butte-Glenn Community College District's (Butte College) Mission Statement asserts that Butte College is a welcoming and inclusive equity-minded, anti-racist learning environment where diverse students are supported to pursue and attain student success. California Community College (CCC) Districts provide solutions to challenges, utilizes the latest techniques for preparing the workforce, and provides clear pathways for completion of programs of study, transition to a university, and securing living-wage employment; and

WHEREAS, the diverse student population of the Butte College is one of its greatest assets and closely reflects the diverse population of California. As 31.0% of its students are Latinx, 50.6% are White, 6.0% are Asian, 2.1% are Black or African American, 1.03% are Native American, 0.34% are Native Hawaiian or Pacific Islander, 5.9% are Multi-Ethnicity; and

WHEREAS, diversity enriches the educational experience through the exchange of different ideas, values, beliefs, experiences, and perspectives; promotes personal growth because it challenges assumptions, stereotypes, preconceptions, bias, and racism; encourages critical thinking; and helps people learn to communicate effectively and engage with others of diverse identities; and

WHEREAS, diversity strengthens communities; prepares students to become globally responsible citizens in an increasingly complex, global society; fosters mutual respect and teamwork; develops sustainable practices through an intersectional lens; enhances our local, national, and state economic competitiveness by bringing individuals from diverse backgrounds and cultures into the workplace; and

WHEREAS, there are significant equity gaps in completion rates among student populations, and the *Vision for Success* calls on the system to integrate equity throughout all efforts to increase student success and to eliminate those equity gaps by the year 2026-27; and

WHEREAS, Butte College has adopted local Vision for Success goals centered on improving students' success, including increase by at least 20 percent the number of CCC students annually who acquire associates degrees, credentials, certificates, or specific skill sets that prepare them for an in-demand job; increase by 35 percent the number of CCC students system-wide transferring annually to a UC or CSU; decrease the average number of units accumulated by CCC students earning associate's degrees, from approximately 87 total units (the most recent system-wide average) to 79 total units; increase the percent of exiting Career and Technical Education (CTE) students who report employment in their field of study, from the most recent statewide average of 60 percent to an improved rate of 69 percent.; reduce equity gaps by 40 percent and eliminate them in 20 years; and

WHEREAS, recognizing the importance of faculty and staff as key drivers of student success, the Board of Governors of the California Community Colleges has adopted the Diversity, Equity, and Inclusion Integration Plan, consisting of 68 hirings, recruitment and retention strategies to address the

lack of diversity among full-time and part-time faculty, classified staff, and educational administrators. The Board of Governors also adopted title 5 regulation changes; and

WHEREAS, faculty and staff diversity is a driver for the educational achievement and the social mobility of students; documented by established peer-reviewed literature affirms that students who benefit from a racial and ethnic diverse faculty are better prepared for leadership, citizenship, and professional competitiveness; and acknowledging that racism, discrimination, and biases exist and the goal is to eradicate them from our system and embrace equity, diversity, and inclusion; and

WHEREAS, Butte-Glenn Community College District is a public California Community College District, and accepts the responsibility to address the needs of the diverse institutions and populations within its service area; and

WHEREAS, Butte-Glenn Community College District has taken the following actions to support equity, diversity, and inclusion at our college:

- We support Diversity, Equity, and Inclusion (DEI)-driven student opportunities such as the student ambassador program, offering students an opportunity to sit on campus committees and provide input into processes from a student's perspective; support equity centers (Queer Resource Center, Cultural Community Center and UndocuCenter) to provide cultural resources to members of our underserved communities; support participation in the USC student survey to provide us with student perspectives on our campus climate with the goal of closing equity gaps and create a more welcoming and equitable campus;
- In an effort to fulfill our mission to support DEI policies, we processed the adoption of Resolution 750: Commitment to Students (Jan 2017) and Resolution 800: DEI Month (April 2021);
- We are committed to our DEI practices in faculty and staff hiring by blind screening for staff search committees, as well as ensuring search committees have a diverse makeup; exit interviews for staff to provide us feedback to improve our practices; inaugural Inclusion, Diversity, Equity, and Anti-Racism Officer position and Retention Specialist-Native American position;
- We are committed to improving and sustaining DEI employment opportunities by implementing our Equal Employment Opportunity Plan. In which, we assess state-wide data to inform us of inequitable hiring practices and implement activities to eliminate them;
- Our Student Equity Program produces a three-year annual equity plan to close equity gaps, reviewed and approved by the board;
- We offer professional development opportunities focused on DEI. Programs include: Cultural Awareness Community of Practice is a year-long professional development program designed to assist faculty and staff in better understanding and fully meeting the needs of culturally diverse students and colleagues; Decolonize! is a week-long event that hosts workshops and activities that are key to our campus strategic initiative to enhance a culture of inclusiveness; Diversity Speaker Series engage our campus community in discussions of issues around a range of topics focusing on equity, diversity, and inclusion; Me and White Supremacy Book Group provides participants with tools to be better allies and do less harm to BIPOC (Black, Indigenous, People of Color); Student Equity and Achievement Funds to support participation in EDI-focused opportunities;

- Our faculty have access to resources that inform and assess DEI representation in the curriculum, such as curriculum review to ensure underserved students feel welcome; FAIR (Faculty Alliance for Inquiry and Research) Classrooms provide a unique opportunity for faculty to access data about how students perform in their specific courses, modify syllabi and course content and learn about equity-minded and culturally responsive teaching practices.

NOW THEREFORE BE IT RESOLVED, that we, the Butte-Glenn Community College District Board of Trustees, hereby reaffirm our support for equity, diversity, and inclusion in faculty and staff hiring; for equity, diversity, and inclusion among faculty, students, staff, and programs; and that through their roles and responsibilities, empower everyone in the Butte-Glenn Community College District community to implement the District’s diversity initiatives and maintain a climate of respect, civility, anti-racism, and inclusion as part of the institution’s commitment to educational excellence; and be it

FURTHER RESOLVED that Butte-Glenn Community College District Board of Trustees will support the recommendations from the California Community Colleges Chancellor’s Office Vision for Success Diversity, Equity, and Inclusion Task Force Report dated April 24, 2020 (see appendix A), and participate in cultural competency training; and be it

FURTHER RESOLVED, the Butte-Glenn Community College District Board of Trustees shall annually review their EEO Plan and assess progress towards meeting EEO program goals. This annual review shall occur during regular meetings of the Board of Trustees. The Board shall also review the Chancellor’s Office Certification Form that incorporates multiple methods to address equity, diversity, and inclusion, including, but not limited to, board policies and adopted resolutions; focused outreach and publications; procedures for addressing equity, diversity, and inclusion throughout hiring steps and levels; consistent and ongoing training for hiring committees; professional development focused on equity, diversity, and inclusion; equity, diversity, and inclusion incorporated into criteria for employee evaluation and tenure review; an analysis of why staff leaves the district; blind screening for staff searches; and the make-up of hiring committees.

The foregoing resolution was introduced by [Board Member] who moved its adoption, seconded by [Board Member], and adopted on October 13, 2021, by the following roll call vote:

AYES:

NOES:

ABSENT:

SO ORDERED:

John Dahlmeier, President
Board of Trustees

ATTEST:

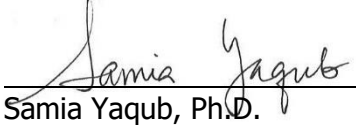
Samia Yaqub, Ph.D., Secretary
Board of Trustees

Appendix A

[https://www.cccco.edu/-/media/CCCCO-Website/Reports/CCCCO DEI Report.pdf?la=en&hash=69E11E4DAB1DEBA3181E053BEE89E7BC3A709BEE](https://www.cccco.edu/-/media/CCCCO-Website/Reports/CCCCO_DEI_Report.pdf?la=en&hash=69E11E4DAB1DEBA3181E053BEE89E7BC3A709BEE)

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

October 13, 2021

Subject: Consideration of Board Policy 5900: COVID-19 Vaccination for Students	Item No: 21-8187 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Administration	Action <input checked="" type="checkbox"/> Regular <input checked="" type="checkbox"/> Information <input type="checkbox"/> Consent <input type="checkbox"/>
Submitted By: Samia Yaqub, Ph.D. Superintendent/President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

In March of 2020, the Butte-Glenn Community College District Board of Trustees declared the COVID-19 pandemic a public health emergency and directed the Superintendent/President to take any and all actions necessary to continue District operations and preserve the health and safety of the District's students and employees. Since that time, safe, effective, widely available, and free vaccines have been developed and distributed throughout the United States and the State of California.

Status

Currently, students are strongly encouraged to get vaccinated. Students who show proof of vaccination will receive \$100. Students can receive a vaccine at the Student Health Clinic on a walk-in basis.

In furtherance of this commitment to providing a safe and healthy environment, the district would like to require that all students who access on-site campus/district programs in person or who participate in district operated or controlled off-site district/college services in person be fully vaccinated against COVID-19 or be subject to testing.

Recommendation

It is recommended that the Board of Trustees adopt BP 5900: COVID-19 Vaccinations for Students as proposed.



BP 5900 COVID-19 Vaccinations for Students

References: Education Code 70902, 76020, 76032, 76403, 87408, 87408.6, 87732, 88021
Regents of the University of California (2021) PERB Decision No. 2783-H; U.S.
Department of Justice Opinion 45 Op. O.L.C. (July 6, 2021)

Adopted:

Last Revised:

Last Reviewed:

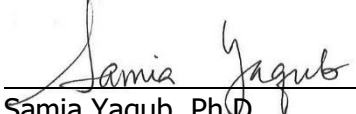
The Butte-Glenn Community College District (District) is committed to protecting the health and wellbeing of students, faculty, staff, administrators, and the communities it serves, as well as maintaining higher education access and attainment for our students. As the District works toward the safe resumption of increased on campus learning, working and other activities, it embraces a comprehensive strategy designed to reduce the likelihood of transmission of the COVID-19 virus. The novel coronavirus and the disease it causes, COVID-19, is a global pandemic and has resulted in widespread severe illness and death worldwide, in the United States, and in California.

In furtherance of this commitment to providing a safe and healthy environment, the district requires that all students who access on-site campus/district programs in person or who participate in district operated or controlled off-site district/college services in person comply with this policy. Students are encouraged to be fully vaccinated against COVID-19. Those who are not fully vaccinated against COVID-19 will be subject to testing and must comply with other safety measures.

The Superintendent/President shall establish administrative procedures to implement this policy.

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

October 13, 2021

Subject: Adoption of Guidelines for Employment of Superintendent/President	Item No: 21-8188 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Administration	Action <input checked="" type="checkbox"/> Regular <input checked="" type="checkbox"/> Information <input type="checkbox"/> Consent <input type="checkbox"/>
Submitted By: Samia Yaqub, Ph.D. Superintendent/President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Status

Guidelines for the Employment of a Superintendent/President were last updated in April 2003. The Board's Policy Committee made up of Trustees McGinnis and Blacklock reviewed the guidelines in consultation with the District's Human Resources Department and made updates to reflect the District's current practices.

Recommendation

It is recommended that the Board of Trustees adopt Guidelines for Employment of Superintendent/President.



Butte-Glenn Community College District

Guidelines for Employment of Superintendent/President

Approved: April 23, 2003

Last Revised: October 2021

Last Reviewed:

1. All information related to the hiring of the Superintendent/President must remain confidential until released at a time determined by the Board of Trustees.
2. When the Superintendent/President position is vacated, or notice is received of a pending resignation or retirement, the Board President will appoint no more than three board members to a subcommittee.
3. The Board subcommittee will seek proposals from a consultant to assist the Board in securing a new Superintendent/President. The Board subcommittee will recommend a consultant to the Board of Trustees for approval.
4. The Academic Senate, Classified Senate, Management Association, Associated Students, and a Foundation Board Member representative will be given the opportunity to provide input to the Board of Trustees on the job description as it is being developed.
5. The Board of Trustees will meet to discuss the job description as well as desired competencies in a Superintendent/President and review input provided by the constituency groups.
6. The Board subcommittee, the consultant, or HR will request the Academic Senate, Classified Senate, Management Association, Associated Students, and Foundation Board to submit at least three names of individuals who will be willing to serve on a screening/interviewing committee.
7. The Board subcommittee in consultation with the District Equal Employment Opportunity Officer, will make a recommendation to the Board of Trustees for appointment of at least one representative from the names submitted by each constituent group to the Screening/Interviewing Committee. These appointments will also include one additional manager, a minimum of one community representative, and the Diversity Officer. The District Equal Employment Opportunity Officer or designee will be a non-voting member. The Board subcommittee will become members of the committee and its Chair shall become the Chair of the Screening/Interviewing Committee.
8. The Screening/Interviewing Committee will complete application screenings, conduct interviews, and make recommendations of no fewer than three individuals in unranked order to the Board of Trustees.
9. The Board of Trustees as a whole will serve as the Selection Committee and conduct second interviews and site visits for the finalists, as it deems appropriate. The Board subcommittee chair, or designee, will conduct reference checks.
10. The Board of Trustees, upon the selection of a finalist, will contract with the successful finalist as provided by applicable laws and regulations.