



NOTICE OF REGULAR MEETING

February 16, 2022 | 1:00 p.m.

Butte College Glenn County Center
604 E. Walker Street (Hwy 32), Orland, CA

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

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

Pledge of Allegiance to the Flag

1. Agenda Approval

2. Election of Board Members

Second Public Hearing Regarding Proposed Composition of By-Trustee Area Maps, Pursuant to Elections Code section 10010, subdivision (a)(2).	Information	22-8237
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3. Communications from the Public – Consent Agenda

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

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

4. Approval of Consent Agenda

Approval of Minutes January 26, 2022 (Special)	Action	
Approval of Minutes January 26, 2022	Action	
Approval of Warrants	Action	22-8238
Ratification of Contracts	Action	22-8239
Approval of Out of State Student Travel – Denver, CO	Action	22-8240
Authorization to Increase Student Health Services Fees for 2022-2023	Action	22-8241
Authorization to Increase Nonresident Tuition Fee for for 2022-2023	Action	22-8242
Authorization to Increase Student Transportation Fee for 2022-2023	Action	22-8243

Donation of District Personal Property: Miscellaneous Electronic Equipment	Action	22-8244
Approval and/or Ratification of Personnel Actions <u>Academic</u> <i>Employment, Assignment, and Employment of temporary academic employees</i> <u>Classified Employees</u> <i>Employments, Working out-of-Class, and Temp increases</i> <u>Temporary Employees</u> <i>Substitutes, Short term/seasonal, Professional experts, and Volunteers/Inters</i>	Action	22-8245

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	22-8246
Approval to Award a Design-Build Pre-Construction Services Contract for the Butte College Science Building Project to Modern Building Clark/Sullivan Construction Joint Venture	Action	22-8247

8. Finance

Acceptance of 2020-21 Independent Audit Report and Measure J Financial and Performance Audit Reports	Action	22-8248
Approval of Changes to Other Post-Employment Benefits (OPEB)Trust Investment Strategy	Action	22-8249

9. Administration

Adoption of Board Policy 2715 and Administrative Procedure 2715: Board Code of Ethics	Action	22-8250
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10. Future Dates

February 25, 2022	Special Meeting	Main Campus	10:00 a.m.
March 9, 2022	Regular Meeting	Skyway Center	1:00 p.m.
April 13, 2022	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. PUBLIC EMPLOYEE EMPLOYMENT
Superintendent/President
- b. EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/COMPLAINT

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

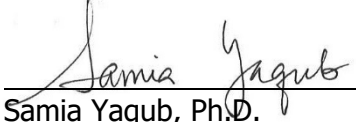
12. **Adjournment**

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.

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

February 16, 2022

<p>Subject: Second Public Hearing Regarding Proposed Composition of By-Trustee Area Maps, Pursuant to Elections Code section 10010, subdivision (a)(2).</p>	<p>Item No: 22-8237 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Category: Administration</p>	<p>Action <input type="checkbox"/> Regular <input checked="" type="checkbox"/> Information <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

The District’s Board of Trustees is currently elected under a hybrid “at-large” election system, where trustees who reside in trustee-areas are elected by voters of the entire District. Trustees are elected in even-numbered years and serve staggered, four-year terms. On April 14, 2021, the Board adopted Resolution Number 799 declaring its intent to transition from at-large hybrid elections to by-trustee area Board elections, where each Board member must reside within the designated trustee area boundary and is elected only by the voters in that trustee area.

Status










The District’s demographers, National Demographics Corporation (NDC), presented information on the process and criteria for drawing the trustee-area boundary maps at the August 11 and August 25 Board meetings.

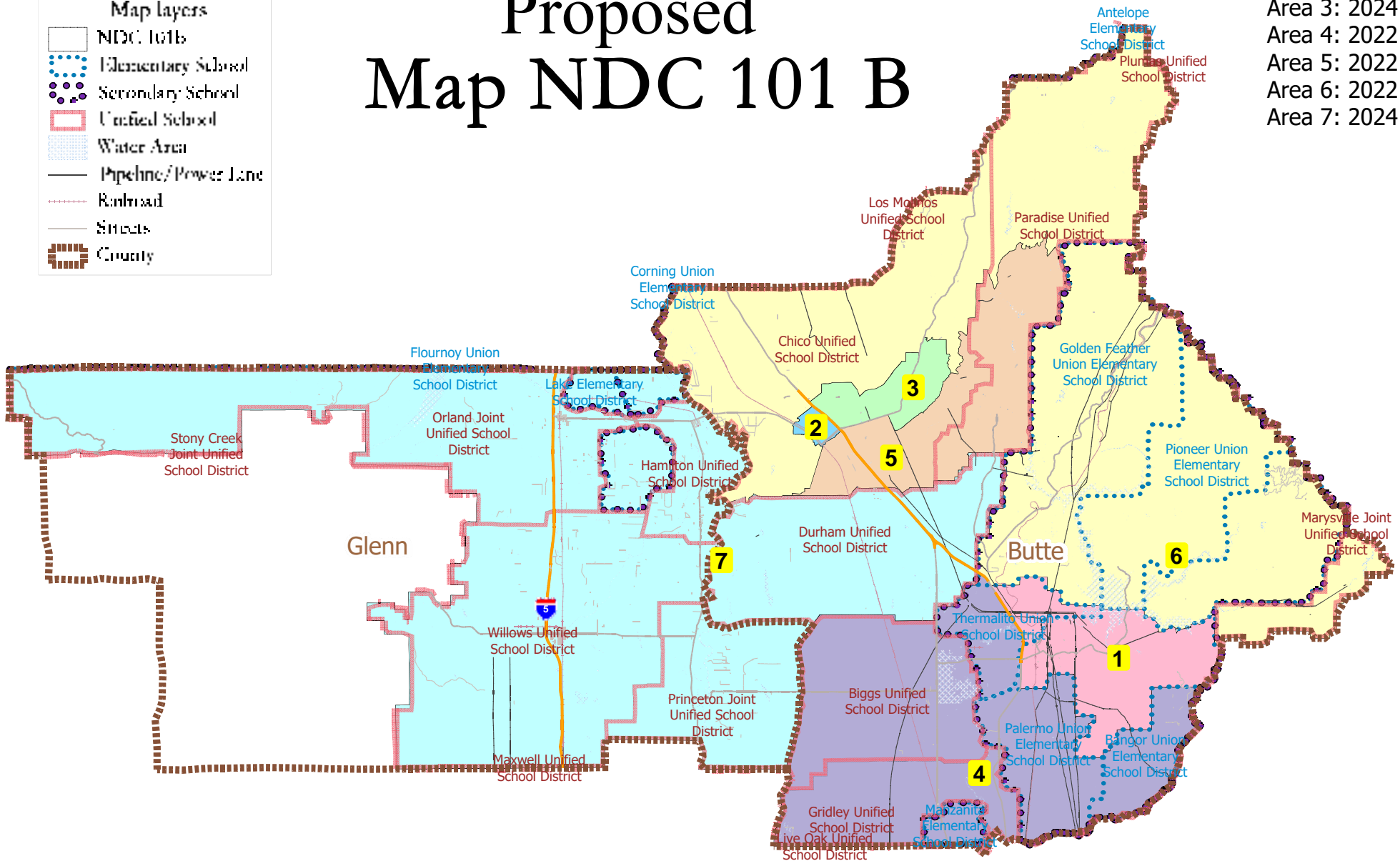
The first public hearing was held on January 26. The second public hearing on February 16, NDC, will present revised options of the trustee-area boundary maps at the Board meetings. Following the presentation, the Board will hold the second statutorily required hearing to received input from the community on the trustee-area maps, pursuant to Elections Code section 10010, subdivision (a)(2).

- Area 1: 2024
- Area 2: 2024
- Area 3: 2024
- Area 4: 2022
- Area 5: 2022
- Area 6: 2022
- Area 7: 2024

Proposed Map NDC 101 B

Map layers

-  NDC 101b
-  Elementary School
-  Secondary School
-  Unified School
-  Water Area
-  Pipeline/Power Line
-  Railroad
-  Streets
-  County



NDC 101B

District		1	2	3	4	5	6	7	Total
	Total Pop	33,630	34,608	34,385	33,881	34,344	36,344	33,712	240,904
	Deviation from ideal	-785	193	-30	-534	-71	1,929	-703	2,714
	% Deviation	-2.28%	0.56%	-0.09%	-1.55%	-0.21%	5.61%	-2.04%	7.89%
Total Pop	% Hisp	14.9%	24%	16%	28%	16%	16%	40%	22%
	% NH White	64%	61%	71%	55%	71%	71%	52%	64%
	% NH Black	4%	4%	2%	1%	2%	2%	1%	2%
	% Asian-American	8%	6%	5%	9%	4%	4%	2%	6%
Citizen Voting Age Pop	Total	24,837	26,512	24,667	22,071	43,378	26,592	21,180	189,237
	% Hisp	8%	16%	11%	19%	10%	12%	25%	14%
	% NH White	76%	73%	84%	67%	83%	81%	70%	77%
	% NH Black	3%	4%	1%	1%	1%	1%	1%	2%
	% Asian/Pac.Isl.	6%	5%	3%	8%	3%	3%	3%	4%
Voter Registration (Nov 2020)	Total	18,270	18,200	22,479	17,510	23,395	23,170	17,738	140,762
	% Latino est.	9%	17%	10%	18%	9%	10%	22%	13%
	% Spanish-Surnamed	8%	16%	9%	17%	9%	9%	21%	12%
	% Asian-Surnamed	2%	1%	2%	2%	1%	1%	1%	2%
	% Filipino-Surnamed	1%	1%	1%	0%	1%	1%	1%	1%
	% NH White est.	86%	78%	87%	78%	86%	87%	74%	83%
	% NH Black	2%	3%	1%	1%	2%	1%	0%	1%
Voter Turnout (Nov 2020)	Total	13,924	13,954	19,359	13,330	18,932	19,288	14,299	113,086
	% Latino est.	7%	14%	9%	16%	8%	9%	18%	11%
	% Spanish-Surnamed	7%	13%	8%	15%	8%	8%	17%	11%
	% Asian-Surnamed	2%	1%	2%	2%	1%	1%	1%	1%
	% Filipino-Surnamed	1%	0%	1%	0%	1%	1%	1%	1%
	% NH White est.	87%	81%	88%	80%	87%	88%	78%	85%
	% NH Black	2%	3%	1%	1%	2%	1%	0%	1%
Voter Turnout (Nov 2018)	Total	9,923	10,566	14,397	9,120	23,976	14,627	10,497	93,106
	% Latino est.	6%	14%	7%	13%	6%	7%	14%	9%
	% Spanish-Surnamed	6%	13%	7%	13%	6%	7%	14%	9%
	% Asian-Surnamed	1%	1%	1%	2%	1%	1%	1%	1%
	% Filipino-Surnamed	0%	1%	1%	0%	0%	0%	1%	1%
	% NH White est.	89%	81%	89%	82%	88%	90%	81%	86%
	% NH Black est.	2%	2%	1%	1%	1%	1%	0%	1%
ACS Pop. Est.	Total	32,303	32,525	33,454	32,553	54,897	34,267	33,286	253,285
Age	age0-19	24%	26%	25%	27%	20%	22%	29%	24%
	age20-60	48%	60%	52%	50%	50%	52%	48%	51%
	age60plus	28%	14%	22%	23%	30%	26%	23%	24%
Immigration	immigrants	5%	7%	6%	14%	5%	8%	16%	9%
	naturalized	62%	45%	48%	53%	59%	60%	36%	50%
Language spoken at home	english	87%	81%	90%	71%	89%	86%	67%	82%
	spanish	5%	12%	7%	22%	7%	9%	30%	12%
	asian-lang	5%	4%	2%	7%	3%	2%	2%	3%
	other lang	3%	3%	2%	1%	1%	3%	1%	2%
Language Fluency	Speaks Eng. "Less than Very Well"	6%	5%	4%	14%	3%	3%	13%	6%
Education (among those age 25+)	hs-grad	63%	44%	41%	58%	56%	47%	50%	52%
	bachelor	10%	23%	28%	9%	17%	22%	13%	17%
	graduatedegree	4%	13%	16%	4%	8%	12%	5%	9%
Child in Household	child-under18	27%	20%	29%	34%	23%	26%	36%	27%
Pct of Pop. Age 16+	employed	45%	63%	65%	52%	53%	60%	57%	56%
Household Income	income 0-25k	27%	36%	19%	23%	26%	20%	26%	25%
	income 25-50k	29%	23%	19%	28%	24%	18%	22%	23%
	income 50-75k	18%	14%	16%	18%	18%	17%	18%	17%
	income 75-200k	24%	22%	37%	27%	29%	34%	30%	29%
	income 200k-plus	2%	4%	9%	4%	4%	10%	4%	5%
Housing Stats	single family	84%	51%	74%	95%	82%	80%	85%	79%
	multi-family	16%	49%	26%	5%	18%	20%	15%	21%
	rented	38%	66%	40%	32%	37%	37%	39%	41%
	owned	62%	34%	60%	68%	63%	63%	61%	59%

Total population data from the 2020 Decennial Census.

Surname-based Voter Registration and Turnout data from the California Statewide Database.

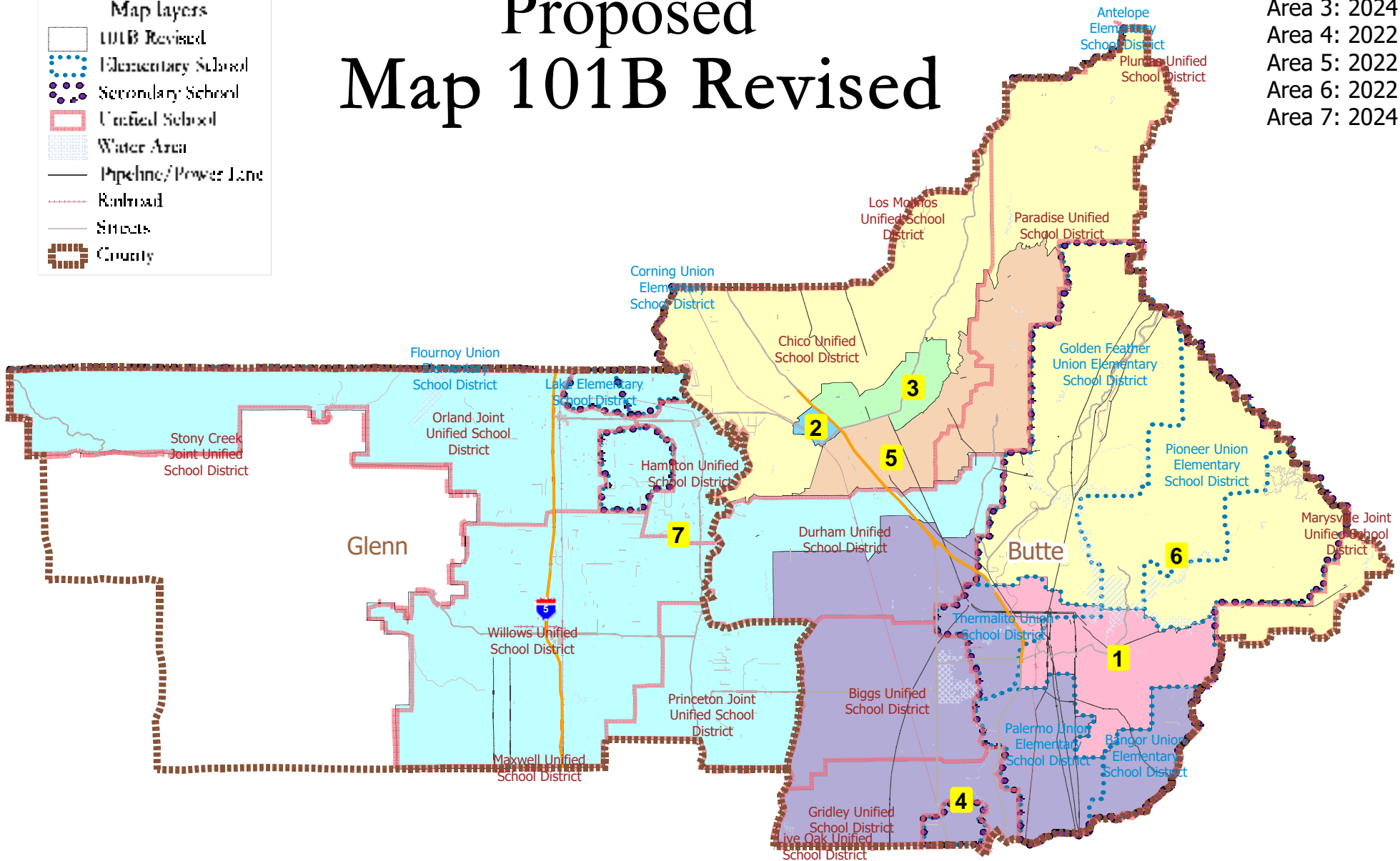
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- Area 7: 2024

Proposed Map 101B Revised

Map layers

- 101B Revised
- Elementary School
- Secondary School
- Unified School
- Water Area
- Pipeline/Power Line
- Railroad
- Streets
- County



101 B Revised

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	Total Pop	33,630	34,608	34,385	34,273	34,344	36,344	33,320	240,904
	Deviation from ideal	-785	193	-30	-142	-71	1,929	-1,095	3,024
	% Deviation	-2.28%	0.56%	-0.09%	-0.41%	-0.21%	5.61%	-3.18%	8.79%
Total Pop	% Hisp	14.9%	24%	16%	28%	16%	16%	40%	22%
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Immigration	immigrants	5%	7%	6%	14%	5%	8%	16%	9%
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	income 75-200k	24%	22%	37%	27%	29%	34%	30%	29%
	income 200k-plus	2%	4%	9%	4%	4%	10%	4%	5%
Housing Stats	single family	84%	51%	74%	95%	82%	80%	85%	79%
	multi-family	16%	49%	26%	5%	18%	20%	15%	21%
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Total population data from the 2020 Decennial Census.

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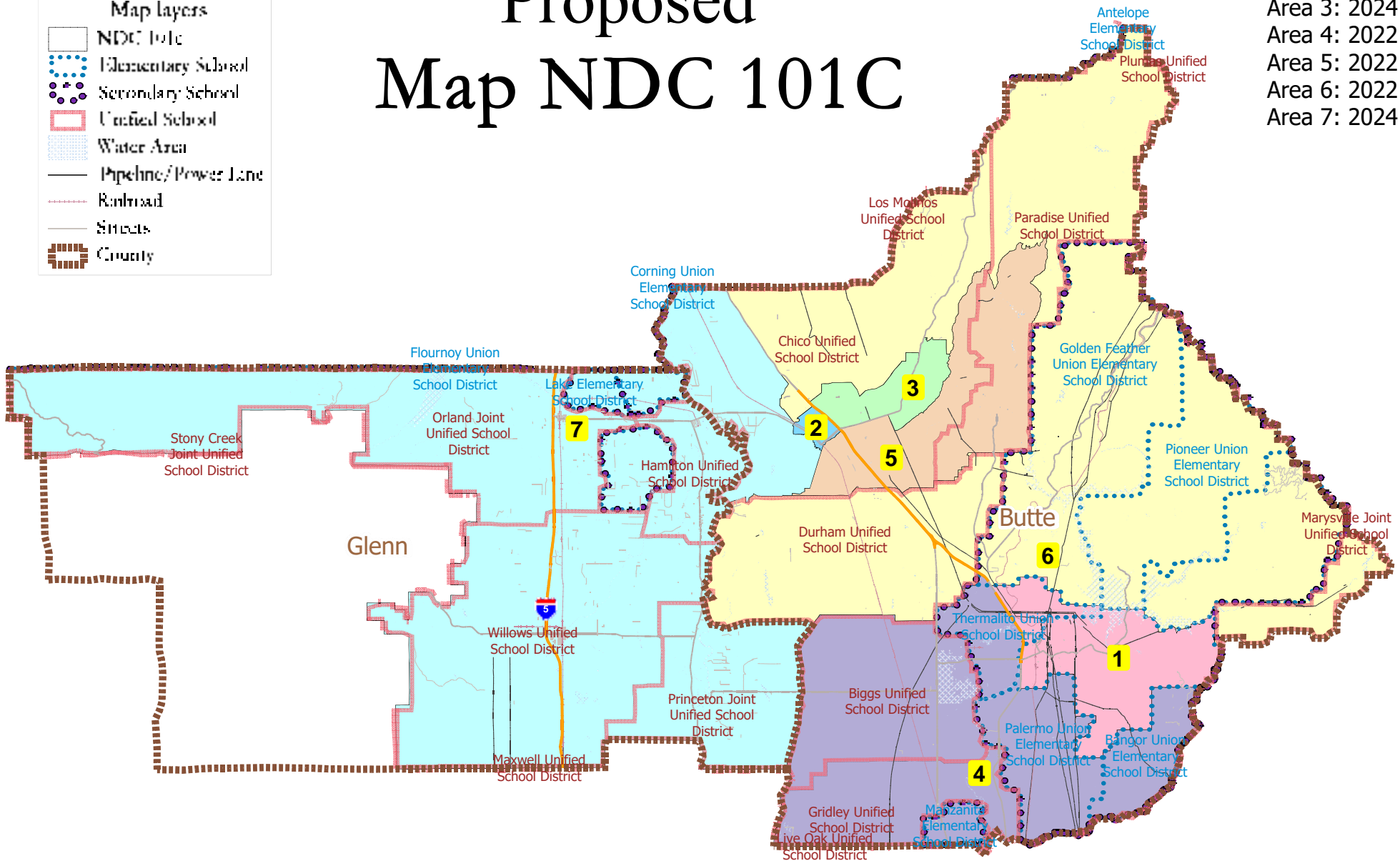
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Proposed Map NDC 101C

- Area 1: 2024
- Area 2: 2024
- Area 3: 2024
- Area 4: 2022
- Area 5: 2022
- Area 6: 2022
- Area 7: 2024

Map layers

- NDC 101C
- Elementary School
- Secondary School
- Unified School
- Water Area
- Pipeline/Power Line
- Railroad
- Streets
- County



NDC 101C									
District		1	2	3	4	5	6	7	Total
	Total Pop	33,630	36,302	34,385	33,881	34,073	35,117	33,516	240,904
	Deviation from ideal	-785	1,887	-30	-534	-342	702	-899	2,786
	% Deviation	-2.28%	5.48%	-0.09%	-1.55%	-0.99%	2.04%	-2.61%	8.10%
Total Pop	% Hisp	14.9%	24%	16%	28%	16%	15%	40%	22%
	% NH White	64%	61%	71%	55%	71%	73%	52%	64%
	% NH Black	4%	4%	2%	1%	2%	2%	1%	2%
	% Asian-American	8%	6%	5%	9%	4%	4%	3%	6%
Citizen Voting Age Pop	Total	24,837	27,931	24,667	22,071	43,121	25,578	21,033	189,237
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	% NH Black	3%	4%	1%	1%	1%	1%	0%	2%
	% Asian/Pac.Isl.	6%	6%	3%	8%	3%	3%	2%	4%
Voter Registration (Nov 2020)	Total	18,270	18,990	22,479	17,510	23,267	22,522	17,724	140,762
	% Latino est.	9%	17%	10%	18%	9%	8%	22%	13%
	% Spanish-Surnamed	8%	16%	9%	17%	9%	8%	21%	12%
	% Asian-Surnamed	2%	1%	2%	2%	1%	1%	1%	2%
	% Filipino-Surnamed	1%	1%	1%	0%	1%	1%	1%	1%
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	% Spanish-Surnamed	7%	14%	8%	15%	8%	7%	18%	11%
	% Asian-Surnamed	2%	1%	2%	2%	1%	1%	1%	1%
	% Filipino-Surnamed	1%	1%	1%	0%	1%	1%	1%	1%
	% NH White est.	87%	80%	88%	80%	87%	90%	77%	85%
% NH Black	2%	3%	1%	1%	2%	1%	0%	1%	
Voter Turnout (Nov 2018)	Total	9,923	10,850	14,397	9,120	23,907	14,473	10,436	93,106
	% Latino est.	6%	15%	7%	13%	6%	6%	15%	9%
	% Spanish-Surnamed	6%	14%	7%	13%	6%	6%	14%	9%
	% Asian-Surnamed	1%	1%	1%	2%	1%	1%	1%	1%
	% Filipino-Surnamed	0%	1%	1%	0%	0%	0%	1%	1%
	% NH White est.	89%	81%	89%	82%	88%	91%	80%	86%
% NH Black est.	2%	2%	1%	1%	1%	1%	0%	1%	
ACS Pop. Est.	Total	32,303	34,033	33,454	32,553	54,472	33,551	32,918	253,285
Age	age0-19	24%	25%	25%	27%	20%	24%	28%	24%
	age20-60	48%	61%	52%	50%	50%	51%	48%	51%
	age60plus	28%	14%	22%	23%	30%	26%	24%	24%
Immigration	immigrants	5%	7%	6%	14%	5%	7%	17%	9%
	naturalized	62%	45%	48%	53%	59%	61%	36%	50%
Language spoken at home	english	87%	81%	90%	71%	89%	87%	66%	82%
	spanish	5%	12%	7%	22%	7%	8%	30%	12%
	asian-lang	5%	4%	2%	7%	3%	2%	2%	3%
	other lang	3%	3%	2%	1%	1%	3%	1%	2%
Language Fluency	Speaks Eng. "Less than Very Well"	6%	5%	4%	14%	3%	3%	13%	6%
Education (among those age 25+)	hs-grad	63%	44%	41%	58%	56%	47%	50%	52%
	bachelor	10%	23%	28%	9%	17%	22%	13%	17%
	graduatedegree	4%	13%	16%	4%	8%	12%	5%	9%
Child in Household	child-under18	27%	19%	29%	34%	22%	28%	35%	27%
Pct of Pop. Age 16+	employed	45%	64%	65%	52%	53%	59%	57%	56%
Household Income	income 0-25k	27%	36%	19%	23%	26%	20%	24%	25%
	income 25-50k	29%	23%	19%	28%	24%	18%	22%	23%
	income 50-75k	18%	14%	16%	18%	18%	16%	20%	17%
	income 75-200k	24%	22%	37%	27%	29%	36%	29%	29%
	income 200k-plus	2%	4%	9%	4%	4%	10%	5%	5%
Housing Stats	single family	84%	51%	74%	95%	82%	82%	85%	79%
	multi-family	16%	49%	26%	5%	18%	18%	15%	21%
	rented	38%	67%	40%	32%	37%	35%	39%	41%
	owned	62%	33%	60%	68%	63%	65%	61%	59%

Total population data from the 2020 Decennial Census.

Surname-based Voter Registration and Turnout data from the California Statewide Database.

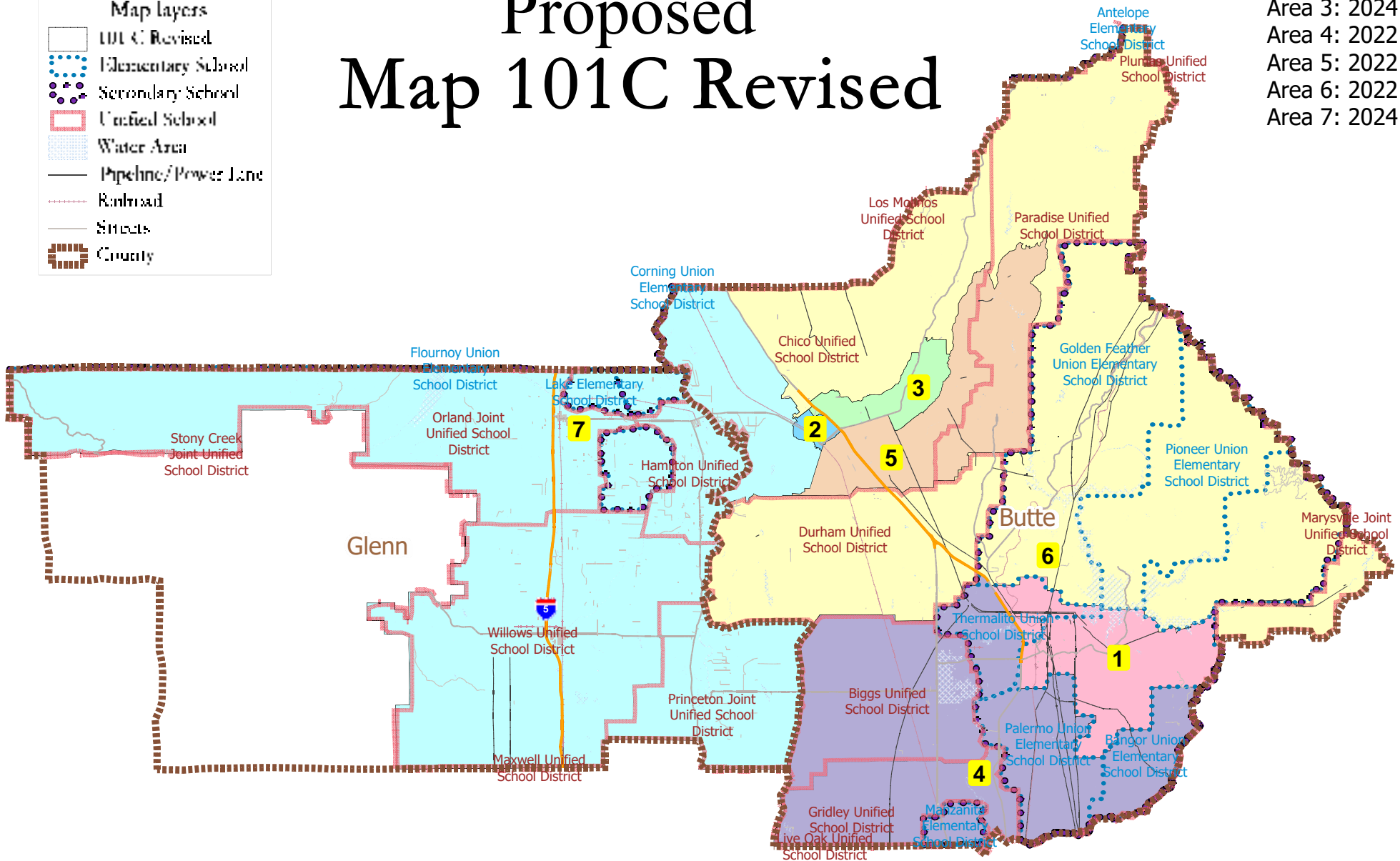
Latino voter registration and turnout data are Spanish-surname counts adjusted using Census Population Department undercount estimates. NH White and NH Black registration and turnout counts estimated by NDC. Citizen Voting Age Pop., Age, Immigration, and other demographics from the 2015-2019 American Community Survey and Special Tabulation 5-year data.

- Area 1: 2024
- Area 2: 2024
- Area 3: 2024
- Area 4: 2022
- Area 5: 2022
- Area 6: 2022
- Area 7: 2024

Proposed Map 101C Revised

Map layers

- 101C Revised
- Elementary School
- Secondary School
- Unified School
- Water Area
- Pipeline/Power Line
- Railroad
- Streets
- County



NDC 101C Revised

District		1	2	3	4	5	6	7	Total
	Total Pop	33,630	36,068	35,294	33,881	34,073	34,855	33,103	240,904
	Deviation from ideal	-785	1,653	879	-534	-342	440	-1,312	2,965
	% Deviation	-2.28%	4.80%	2.55%	-1.55%	-0.99%	1.28%	-3.81%	8.62%
Total Pop	% Hisp	14.9%	24%	16%	28%	16%	15%	40%	22%
	% NH White	64%	62%	71%	55%	71%	73%	51%	64%
	% NH Black	4%	3%	2%	1%	2%	2%	1%	2%
	% Asian-American	8%	6%	5%	9%	4%	4%	3%	6%
Citizen Voting Age Pop	Total	24,837	27,829	25,476	22,071	43,121	25,230	20,674	189,237
	% Hisp	8%	17%	11%	19%	9%	12%	25%	14%
	% NH White	76%	72%	83%	67%	83%	81%	71%	77%
	% NH Black	3%	4%	2%	1%	1%	1%	0%	2%
	% Asian/Pac.Isl.	6%	6%	3%	8%	3%	3%	2%	4%
Voter Registration (Nov 2020)	Total	18,270	19,282	22,542	17,510	23,267	22,441	17,450	140,762
	% Latino est.	9%	17%	10%	18%	9%	8%	23%	13%
	% Spanish-Surnamed	8%	16%	9%	17%	9%	8%	21%	12%
	% Asian-Surnamed	2%	1%	2%	2%	1%	1%	1%	2%
	% Filipino-Surnamed	1%	1%	1%	0%	1%	1%	1%	1%
	% NH White est.	86%	78%	86%	78%	86%	89%	73%	83%
	% NH Black	2%	3%	2%	1%	2%	1%	0%	1%
Voter Turnout (Nov 2020)	Total	13,924	14,846	19,242	13,330	18,839	18,930	13,975	113,086
	% Latino est.	7%	15%	9%	16%	9%	7%	19%	11%
	% Spanish-Surnamed	7%	14%	8%	15%	8%	7%	18%	11%
	% Asian-Surnamed	2%	1%	2%	2%	1%	1%	1%	1%
	% Filipino-Surnamed	1%	1%	1%	0%	1%	1%	1%	1%
	% NH White est.	87%	81%	87%	80%	87%	90%	77%	85%
	% NH Black	2%	2%	1%	1%	2%	1%	0%	1%
Voter Turnout (Nov 2018)	Total	9,923	11,233	14,361	9,120	23,907	14,322	10,240	93,106
	% Latino est.	6%	14%	7%	13%	6%	6%	15%	9%
	% Spanish-Surnamed	6%	13%	7%	13%	6%	6%	14%	9%
	% Asian-Surnamed	1%	1%	1%	2%	1%	1%	1%	1%
	% Filipino-Surnamed	0%	1%	1%	0%	0%	0%	1%	1%
	% NH White est.	89%	81%	89%	82%	88%	91%	80%	86%
	% NH Black est.	2%	2%	1%	1%	1%	1%	0%	1%
ACS Pop. Est.	Total	32,303	34,018	34,230	32,553	54,472	33,135	32,573	253,285
Age	age0-19	24%	25%	25%	27%	20%	24%	29%	24%
	age20-60	48%	61%	52%	50%	50%	51%	48%	51%
	age60plus	28%	14%	23%	23%	30%	25%	23%	24%
Immigration	immigrants	5%	7%	6%	14%	5%	7%	17%	9%
	naturalized	62%	47%	47%	53%	59%	61%	36%	50%
Language spoken at home	english	87%	81%	89%	71%	89%	87%	66%	82%
	spanish	5%	12%	7%	22%	7%	8%	31%	12%
	asian-lang	5%	4%	2%	7%	3%	2%	2%	3%
	other lang	3%	3%	2%	1%	1%	3%	1%	2%
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	bachelor	10%	24%	26%	9%	17%	22%	13%	17%
	graduatedegree	4%	14%	15%	4%	8%	12%	4%	9%
Child in Household	child-under18	27%	20%	29%	34%	22%	28%	36%	27%
Pct of Pop. Age 16+	employed	45%	64%	64%	52%	53%	60%	57%	56%
Household Income	income 0-25k	27%	34%	20%	23%	26%	21%	25%	25%
	income 25-50k	29%	22%	19%	28%	24%	19%	21%	23%
	income 50-75k	18%	15%	16%	18%	18%	16%	20%	17%
	income 75-200k	24%	24%	36%	27%	29%	35%	29%	29%
	income 200k-plus	2%	5%	9%	4%	4%	9%	5%	5%
Housing Stats	single family	84%	54%	71%	95%	82%	81%	85%	79%
	multi-family	16%	46%	29%	5%	18%	19%	15%	21%
	rented	38%	64%	43%	32%	37%	35%	39%	41%
	owned	62%	36%	57%	68%	63%	65%	61%	59%

Total population data from the 2020 Decennial Census.

Surname-based Voter Registration and Turnout data from the California Statewide Database.

Latino voter registration and turnout data are Spanish-surname counts adjusted using Census Population Department undercount estimates. NH White and NH Black registration and turnout counts estimated by NDC. Citizen Voting Age Pop., Age, Immigration, and other demographics from the 2015-2019 American Community Survey and Special Tabulation 5-year data.



MINUTES OF SPECIAL MEETING

January 26, 2022

The Board of Trustees of the Butte-Glenn Community College District met on Wednesday, January 26, 2022 at 9:30 AM, in the Black Box Theater at Butte College in Oroville, California.

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

Board Member Absent Mr. John Dahlmeier

Foundation Board Present Mr. Dan Alexander, Vice President
Mr. Stan Thompson, Secretary/Treasurer & Past President
Mr. Steve DeMaggio, MSC Representative
Ms. Ruth Ann McKalip, Classified Senate Representative

Staff Members Present Dr. Samia Yaqub, Superintendent/President
Ms. Shannon McCollum, Executive Assistant to the President and the Board of Trustees
Ms. Virginia Guleff, Vice President
Dr. Peter Gitau, Vice President
Mr. Greg Stoup, Vice President
Mr. Andy Suleski, Vice President
Ms. Tristan Bosch, Program Administrator, Foundation
Ms. Lisa DeLaby, Director, Institutional Advancement
Ms. Desiree Gonzalez, Institutional Advancement Development Officer
Ms. Melissa Maxey, Business Account Clerk
Ms. Jeannie Lybbert, Asst Director Financial Aid & Vet Services
Ms. Tammera Shinar, Dean Student Services
Mr. Casey Carlson, Chief of Police
Mr. Doug Sloan, Sergeant

Guests Mr. Doug Yoakam, National Demographics Corporation

Pledge of Allegiance to the Flag

Trustee Krepelka led the Pledge of Allegiance to the Flag.

1. **Agenda Approval**

It was moved by Trustee Boeger, seconded by Trustee Blacklock, to approve the agenda as presented. Motion carried unanimously. Trustee Dahlmeier was not present for the vote.

2. **Communications from the Public**

There were no public comments.

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

Board President Boss provided welcome remarks and introduced the Foundation Board and Board of Trustees. Dr. Samia Yaqub brought to the Board's attention the Foundation's Fact Sheet about finances from 2020-2021 and she introduced Lisa DeLaby, Director of Institutional Advancement. DeLaby presented on the endowment, scholarships, and grants. Development officer Desiree Gonzalez gave an update on development plans and Giving Tuesday funds raised. There was a general discussion on the Foundation goals and direction for the future.

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

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

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

Vice President Stoup provided an update on the preliminary data on Latin(x) transfer study, as well as the USC Student Climate Survey results and concluded with the college's equity outcome data.

Vice President Peter Gitau provided an update on Enrollment Management. He discussed a roadmap to restore, rebuild, and grow enrollment. He discussed recruitment initiatives which included removing barriers to enrollment, identifying untapped students, and community outreach. He also discussed ways to eliminate equity gaps and help student goal completion.

Vice President Virginia Guleff provided an update on Accreditation. The virtual site visit will be Feb 28 to March 3, 2022, and she discussed the schedule and who is on the Accreditation Visit Team. She also discussed the role of the Trustees during the visit.

Vice President Andy Suleski provided an update on the Governor's 2022-2023 January budget proposal and how these changes will affect Butte College. Changes include cost of living increase, student completion grants, tech modernization, and enrollment growth. Mr. Suleski stated revenue decline can't be fixed with only budget reductions and needs to be handled through enrollment restoration. We have over four years to restore enrollment while also reducing expenses. Mr. Suleski also addressed options to contract out for certain services and gave an update on the POEB Trust fund. There was a general discussion on the budget. The Trustees instructed Mr. Suleski to change the OPEB Trust investment strategy to level 2 and to temporarily cease making further contributions. These changes will be brought back to the board for approval.

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

President Yaqub introduced Mr. Doug Yoakam, National Demographics Corporation, who gave a general update on redistricting map options. There was a general discussion on how the maps were created and population size within certain areas.

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

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

Trustee Blacklock requested a change to BP 2715, bullet point five: change "appropriate" to "legal." The Trustees agreed to that change. The change and any other recommendations will be submitted to staff to include as part of a future Board agenda.

6. **Update on 2021-2022 Board Goals**

Dr. Yaqub provided an update on the Board's progress toward completion of goals for 2021-2022.

7. **Update on 2021-2022 Superintendent/President Goals**

Dr. Yaqub provided an update on her goals for 2021-2022. Dr. Yaqub discussed how each goal has either been completed or in the progress of completion.

8. **Adjournment**

Board President Boss adjourned the meeting at 2:40 PM.



MINUTES OF REGULAR MEETING

January 26, 2022

The Board of Trustees of the Butte-Glenn Community College District met on Wednesday, January 26, 2022 at 3:00 PM, in the Black Box Theater at Butte College in Oroville, California.

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

Board Member Absent Mr. John Dahlmeier
Ms. Margarita Vasquez, Student Trustee

Staff Members Present Dr. Samia Yaqub, Superintendent/President
Ms. Shannon McCollum, Executive Assistant to the President and the Board of Trustees
Ms. Virginia Guleff, Vice President
Dr. Peter Gitau, Vice President
Mr. Greg Stoup, Vice President
Mr. Andy Suleski, Vice President
Mr. Peter Dahl, Classified Senate President
Mr. Casey Carlson, Chief of Police
Ms. Kim Jones, Director, Facilities Planning & Management
Mr. Steve Klein, Director Statewide Programs CCT Tech Ctr
Mr. Chris Little, Executive Director of Human Resources
Mr. Doug Sloan, Sergeant

Guests Mr. Doug Yoakam, National Demographics Corporation

Pledge of Allegiance to the Flag

Trustee Boeger led the Pledge of Allegiance to the Flag.

1. **Agenda Approval**

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

Motion carried unanimously. Trustee Dahlmeier and Ms. Vasquez were not present for the vote.

2. **Election of Board Members**

First Public Hearing Regarding Proposed Composition of By-Trustee Area Maps, Pursuant Elections Code section 10010, subdivision (a)(2), Item 22-8226

Dr. Yaqub stated the District's Board of Trustees is currently elected under a hybrid "at-large" election system, where trustees who reside in trustee-areas are elected by voters of the entire District. Trustees are elected in even-numbered years and serve staggered, four-year terms. On April 14, 2021, the Board adopted Resolution Number 799 declaring its intent to transition from at-large hybrid elections to by-trustee area Board elections, where each Board member must reside within the designated trustee area boundary and is elected only by the voters in that trustee area.

Dr. Yaqub introduced Doug Yoakam from National Demographic Corporation who presented information the multiple trustee-area boundary map options. Mr. Yoakam went over the schedule and timeline of the redistricting process as well as addressing Federal Laws.

Board President Boss opened the meeting up for the hearing. There were no comments, and the hearing was closed at 3:15pm.

Trustee Massa asked for modifications to maps 101B and 101C to reduce area 7 and area 5 to allow for more growth. Trustee Boeger ask to see changes to map 101C to remove a little from area 2 and add it to area 7. Trustee McGinnis requested that on map 101C, Big Chico Creek Estates be removed from area 7 and added to area 2 as that subdivision should be in Chico, not Glenn County. Trustee McGinnis would like to move forward with options for map 101B and 101C. Trustee Massa stated on the maps that split Glenn County in half, there is a great possibility that there will be no Trustee from Glenn. It is better to have one area for all of Glenn County.

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

There were no public comments.

4. **Approval of Consent Agenda, Item 22-8227 to 22-8233**

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

Motion carried unanimously. Trustee Dahlmeier and Ms. Vasquez were not present for the vote.

5. **Information Reports**

Academic Senate President's Report – Robert White

Dr. White was not present.

Classified Senate President's Report – Peter Dahl

Mr. Dahl stated Classified Senate is starting Emeritus Nominations. They are working on their Hearts & Flowers program. He also stated they will send staff to the Classified Institute Convention.

Student Trustee Comment – Margarita Vasquez

Ms. Vasquez was unable to attend in person. Dr. Yaqub read the update she sent. Associated Students has a new president and will be appointing two new board members next month. She gave a list of upcoming projects which included a Campus Garden Project, student engagement, and campus art. Student engagement events include an Escape Room and Paint & Sip with a local artist.

Superintendent/President's Report – Dr. Samia Yaqub

Dr. Yaqub stated Butte College joined a consortium of colleges and universities in the North State as a recruiting partner for the CaliforniansForAll College Fellowship program managed by California Volunteers. This is a new AmeriCorps program. The Californians for All Service Corps will provide up to 6,500 college students over two academic years with service opportunities in critical issue areas such as climate action, K-12 education, and COVID-19 recovery. Students who complete a year of service will receive \$10,000 while gaining valuable experience serving in their communities. Chico State is the host campus and Butte College is a recruiting partner. Dr. Yaqub summarized events last week during Institute Week which included 60 workshops and the keynote address by Dr. Garcia. Dr. Yaqub stated the District will offer free COVID testing for students.

Board Comments

Trustee Blacklock attended Institute Day and felt that Dr. Garcia's speech was captivating. He appreciated Dr. Yaqub's land acknowledgement. Trustee Boeger enjoyed the Board Retreat discussions. Board President Boss stated scholarship applications open on February 1.

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

There were no public comments.

7. **Contracts**

Approval of Contract Award for Request for Proposals for Classification and Compensation Study, Item 22-8234

It was moved by Trustee McGinnis, seconded by Trustee Krepelka, to approve the award of the contract for the Request for Proposals Classification and Compensation Study to Stan McKnight & Associates, Inc. in the amount not to exceed \$246,400.00 and for the term of January 2022 through January 2023 and authorize District staff to execute necessary contract documents related to the award of the contract for the Request for Proposals Classification and Compensation Study to Stan McKnight & Associates, Inc. prior to ratification by the Board at a subsequent meeting in accordance with Board Policy 6340.

Motion carried unanimously. Trustee Dahlmeier and Ms. Vasquez were not present for the vote.

Approval of Contract to Purchase Servers from Dell Marketing, L.P. utilizing California Participating Addendum No. 7-15-70-34-003, Item 22-8235

It was moved by Trustee Blacklock, seconded by Trustee Massa, to approve the purchase of the required information technology goods and services from Dell Technologies, utilizing California Participating Addendum No. 7-15-70-34-003 under NASPO ValuePoint Agreement No. MNWNC-108, per the terms of the contract, in the amount not to exceed \$350,000.00 and authorize District staff to execute the necessary contract documents related to the purchase of the required information technology goods and services from Dell Technologies in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting.

Motion carried unanimously. Trustee Dahlmeier and Ms. Vasquez were not present for the vote.

Resolution 807: Approval to Contract with California Department of Education for the California State Preschool Program 2022-23, Item 22-8236

It was moved by Trustee McGinnis, seconded by Trustee Blacklock, to adopt Resolution 807 authorizing the District submit the Continued Funding Application Fiscal Year 2022-23 in the amount of \$212,995.00 and for the term July 1, 2022 through June 30, 2023, and delegating District staff to execute the required application documents and any future contract amendments to this contract prior to ratification by the Board at a subsequent meeting.

Motion carried by the following roll call vote:

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

Nos – none

Absent – Trustee Dahlmeier

Student Trustee – absent

8. **Closed Session**

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

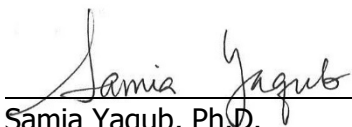
During closed session the Board was updated on legal matters for item 9C.

9. **Adjournment**

Board President Boss adjourned the meeting at 4:23 PM.

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

February 16, 2022

Subject: Approval of Warrants	Item No: 22-8238 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Finance	Action <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Information <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

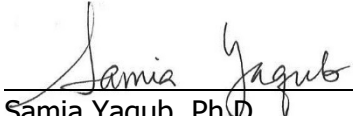
It is recommended that the Board of Trustees approve the vendor, payroll, and financial aid warrants for the period of January 10, 2022 to January 30, 2022.

Type of Warrant	Check/Voucher Sequence	Total
Vendor	679264 - 679946	\$ 4,240,266.97
Payroll	525889 – 525991	\$ 643,004.15
Financial Aid	354307 – 356652	\$ 2,857,843.69

Warrant registers are available for review in the Business Office.

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

February 16, 2022

Subject: Ratification of Contracts	Item No: 22-8239 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 January 2022. 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
January 2022

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
1/7/22	6/30/22	Mwanaisha Sims	Creating a Working Environment of Belonging through Diversity, Equity, Inclusion and Anti-racism Trainings	(\$1,200.00)	Restricted General	Contract Education	Guleff
8/1/21	9/30/21	Kirsten Welch	Design fixturing system for a target guide for lab laser (Dremel)	(\$3,000.00)	Foundation Agency Account	Drafting	Guleff
1/7/22	6/30/22	Morgan Massie	Training, Design, and Development for Leadership, Coaching, Communication and Team Development	(\$4,975.00)	Restricted General	Contract Education	Guleff
12/4/21	12/4/21	Vernon Bryan Howard dba Bootleg BBQ & Catering	Bowl game team lunch	(\$2,000.00)	Foundation Agency Account	Athletics	Guleff
1/18/22	1/21/22	Shanen Aranmor	Providing and demonstrating current industry practices and techniques related to welding	(\$2,500.00)	Foundation Agency Account	Welding	Guleff
1/1/22	3/31/22	Marie McSpadden	Consulting Services for Title IV Compliance	(\$36,000.00)	Unrestricted General	Instruction	Guleff
9/11/21	12/4/21	First Responder Emergency Medical Services, Inc.	Emergency Standby for home football games	(\$3,000.00)	Unrestricted General	Athletics	Guleff
11/10/21	6/30/22	MC2	Promise Program promotion and marketing materials	(\$970.14)	Restricted General	Financial Aid	Gitau
2/1/22	6/30/23	CareerAmerica LLC dba Ocelot	Campaigns Texting Subscription	(\$5,312.50)	Restricted General	Financial Aid	Gitau
1/25/22	6/30/23	WeServ, Inc. DBA Glyn Pye Vending	Sanck/Food and Beverage Vending Services	10-20% Commission gross sales after tax	Enterprise	Dining Services	Suleski
11/30/21	12/31/25	California Department of Fish & Wildlife	Instructional Service Agreement modification to instructional hours and fees	(\$66,135.00)	Unrestricted General	Career & Technical Education	Guleff
1/19/22	1/19/22	Ginasol, Inc.	Keynote Speaker for Institute Day	(\$8,385.31)	Restricted General	Student Equity & President's Office	Yaqub
7/1/22	6/30/23	California Department of Education	California State Preschool Program	\$212,000.00	Restricted General	Child Development Center	Guleff
1/24/22	6/30/22	Westmont Living dba The Terraces	Instructional Service Agreement for Healthy Aging and Living Courses	(\$13,609.80)	Unrestricted General	Special Programs	Guleff
7/1/21	6/30/22	Campbell Distributing	Service of Satellite and OTA equipment	(\$700.00)	Unrestricted General	Information Technology	Stoup
1/25/22	6/30/23	Strata Information Group, Inc.	Colleague functional and technical consulting support - Waitlists, Course Equate Codes, Degree Audit, Course Development, Curriculum Tracks, Title IV Compliance related to Degree Audit, Graduation processing	(\$19,200.00)	Unrestricted General	Instruction	Guleff
4/11/19	6/30/21	Santa Clarita Community College District	Institutional Effectiveness and Technical Assistance Grant Organization Participation Certification for Participation Agreement	\$0.00	N/A	Education, Child, and Family Studies	Guleff
2/1/22	6/30/22	Chabin Concepts, Inc	Consulting Services for 2022-23 Strong Workforce Strategic Plan and 2023 Annual Update	(\$49,910.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/21	12/31/21	Humboldt State University Sponsored Programs Foundation	Subaward for SBDC 2021 Amendment to modify budget	\$0.00	Restricted General	Small Business Development Center	Guleff
1/9/22	1/31/22	Lakeside Environmental Consultants LLC	Utility Line Clearance Pre-Inspector Training Project	(\$13,400.00)	Restricted General	Contract Education	Guleff
1/1/22	1/31/22	Abernathy VM-Services	Utility Line Clearance Pre-Inspector Training Project	(\$19,573.00)	Restricted General	Contract Education	Guleff
1/1/22	1/31/22	Arbor Global	Utility Line Clearance Pre-Inspector Training Project	(\$17,950.00)	Restricted General	Contract Education	Guleff
1/9/22	1/31/22	CN Utility Consulting, LLC	Utility Line Clearance Pre-Inspector Training Project	(\$13,384.00)	Restricted General	Contract Education	Guleff
1/9/22	1/31/22	Catalyst Arborist Services, LLC	Utility Line Clearance Pre-Inspector Training Project	(\$11,600.00)	Restricted General	Contract Education	Guleff
12/1/21	6/30/22	CLT Coaching, LLC	Training, Design & Development for Human Resources, Communication and Employee Development	(\$9,575.00)	Restricted General	Contract Education	Guleff
1/9/22	1/31/22	Mountain G. Enterprises	Utility Line Clearance Pre-Inspector Training Project	(\$24,300.00)	Restricted General	Contract Education	Guleff
1/13/22	3/1/22	The J.M. Smucker Company	Employer Participation Agreement (ETP) Employment Training Panel Training Project	(\$5,000.00)	Restricted General	Contract Education	Guleff

Butte-Glenn Community College District
CONTRACTS RATIFICATION REPORT
Contracts Signed by the Superintendent/President or Vice President for Administration
January 2022

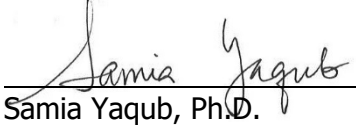
Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
10/5/21	6/30/22	Shasta Tehama Trinity Community College District	Subcontract funding for Employment Training Panel (ETP) Employer Training Panel Training Project	\$0.00	Restricted General	Contract Education	Guleff
1/25/22	12/13/22	Wehah Farm, Inc. dba Lundberg Family Farms	Employer Participation Agreement Employment Training Panel (ETP) Project	(\$21,000.00)	Restricted General	Contract Education	Guleff
1/25/22	3/1/22	Wehah Farm, Inc. dba Lundberg Family Farms	Employer Participation Agreement Employment Training Panel (ETP) Project	(\$15,000.00)	Restricted General	Contract Education	Guleff
1/25/22	3/1/22	ChicoEco Inc dba ChicoBag Company	Employer Participation Agreement Employment Training Panel (ETP) Project	(\$2,700.00)	Restricted General	Contract Education	Guleff
1/25/22	3/1/22	North Valley Arbor Management Inc.	Employer Participation Agreement Employment Training Panel (ETP) Project	(\$1,131.00)	Restricted General	Contract Education	Guleff
1/25/22	3/1/22	Firestorm Wildland Fire Suppression Inc	Employer Participation Agreement Employment Training Panel (ETP) Project	(\$3,046.00)	Restricted General	Contract Education	Guleff
1/25/22	3/1/22	Chico Rehabilitation Hospital, LLC dba California Park Rehabilitation Hospital	Employer Participation Agreement Employment Training Panel (ETP) Project	(\$50,600.00)	Restricted General	Contract Education	Guleff
1/25/22	3/1/22	Gonzales Park, LLC dba Fifth Sun and/or Gonzales Enterprises	Employer Participation Agreement Employment Training Panel (ETP) Project	(\$5,000.00)	Restricted General	Contract Education	Guleff
1/25/22	3/1/22	Rumiano Cheese Company Inc	Employer Participation Agreement Employment Training Panel (ETP) Project	(\$10,000.00)	Restricted General	Contract Education	Guleff
1/25/22	3/1/22	Cleanrite, Inc.	Employer Participation Agreement Employment Training Panel (ETP) Project	(\$20,000.00)	Restricted General	Contract Education	Guleff
1/28/22	3/1/2022	CalPlant1, LLC	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment to terms	\$0.00	Restricted General	Contract Education	Guleff
1/28/22	3/1/22	Orthopedic Associates of Northern California, A Medical Group	Employer Participation Agreement Employment Training Panel (ETP) Project	(\$225.00)	Restricted General	Contract Education	Guleff
3/21/22	7/1/23	Citrix Systems	Citrix ADC VPX 1000 Mbps Premium Edition License	(\$10,154.96)	Unrestricted General	Information Technology	Stoup
1/13/22	1/13/25	AT&T Crop.	Master Agreement and Pricing Schedules for Circuits at new Glenn County Building	(\$925.50)/month	Unrestricted General	Information Technology	Stoup
1/28/22	Upon Purchase	SHI International Corp.	DataCore Software Annual Support	(\$3,615.16)	Restricted General	CCC Technology Center	Stoup
7/1/22	6/30/23	DataCore Software Corporation	DataCore Software Annual Support License Agreement	\$0.00	Restricted General	CCC Technology Center	stoup
2/1/22	6/30/22	IPQualityScore LLC	Fraud Fusion, Dark Data & Abuse Shield software	(\$5,999.95)	Restricted General	CCC Technology Center	Stoup
1/7/22	Upon Purchase	SHI International Corp.	MobileIron Unified Endpoint Management Gold Bundle Subscription License	(\$1,553.00)	Restricted General	CCC Technology Center	Stoup
2/28/22	2/27/23	Ivanti	MobileIron Unified Endpoint Management Gold Bundle Subscription License Terms of Use	\$0.00	Restricted General	CCC Technology Center	Stoup
12/20/21	1/3/22	Artisans Choice Painting & More	Paint Gym 113, 110, 111	(\$17,172.00)	Scheduled Maintenance	Facilities Planning & Management	Suleski
1/3/22	6/30/22	Shirah Builders	Project Consulting for Media Center rooms 145, 139 & 141 for Engineering Program	(\$2,500.00)	Unrestricted General	Facilities Planning & Management	Suleski
1/3/22	1/31/22	Sierra Range Electric	Install electrical for HVAC Training Equipment Lab in Mechanized Ag	(\$11,390.00)	Foundation Agency Account	Facilities Planning & Management	Suleski
1/1/22	2/28/22	Sierra Range Electric	Install actuators for Library 2nd floor restrooms	(\$12,000.00)	Restricted General	Facilities Planning & Management	Suleski
1/1/22	2/28/22	Sierra Range Electric	Install actuators for Media Center 1st & 2nd floor restrooms	(\$12,000.00)	Restricted General	Facilities Planning & Management	Suleski

Butte-Glenn Community College District
CONTRACTS RATIFICATION REPORT
Contracts Signed by the Superintendent/President or Vice President for Administration
January 2022

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
1/1/22	2/28/22	Sierra Range Electric	Install actuators for Arts 1st floor restrooms	(\$12,000.00)	Restricted General	Facilities Planning & Management	Suleski
1/7/22	3/1/22	United Building Contractors	Technology Remodel Change Order #18 for added framing, solar line modifications, opening at south parapet wall, exposed beam, ceiling access hatches, steel reinforcement for strut plate, power circuits for auto door opener, reroute irrigation lines and attachment for masts & NEMO boxes	(\$12,249.66)	Measure J and Restricted	Facilities Planning & Management	Suleski
1/5/22	3/1/22	United Building Contractors, Inc.	Technology Remodel Change Order #16 for metal roofing assembly	(\$36,654.32)	Measure J and Restricted	Facilities Planning & Management	Suleski
4/1/22	6/30/22	United Building Contractors Inc	Roof Replacement for Business Education building	(\$12,600.00)	Scheduled Maintenance	Facilities Planning & Management	Suleski
			TOTAL REVENUE CONTRACTS	\$212,000.00			
			TOTAL EXPENSE CONTRACTS	(\$610,270.80)			

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

February 16, 2022

Subject: Approval of Out of State Student Travel to Denver, CO	Item No: 22-8240 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category Student Services	Action <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Information <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Peter Gitau Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

The purpose of Phi Theta Kappa Honor Society (PTK) is to recognize and encourage scholarship among community college students. To achieve this purpose, Butte College's chapter provides opportunities for students to participate in academic research, leadership development activities, service-learning projects and collaboration across community, campus, statewide and international venues. The 2022 PTK International Convention, held in Denver, CO, is designed to better equip student officers with marketable leadership skills, ultimately contributing to student success and the enhancement of future service projects. The event also includes the Hallmark Awards Gala, where the chapter will be competing on an international level to be recognized for research, campus, and community service projects.

Status

Students will be traveling with Faculty Advisor Brian Donnelly to attend the 2022 PTK International Convention from April 7 – April 9, 2022. While in Denver, CO, the students will be staying at the convention hotel. This event is three days in length and each student participating will have a specific agenda and multiple workshops that they will be attending each day. Once the students return to Butte College, they will report on the convention to approximately 200 prospective and current PTK members.

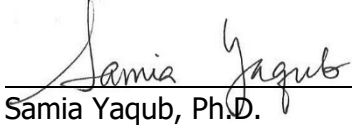
The PTK Student Officers selected to participate in the convention are to be determined at a later date. All students who attend will be in good standing with Butte College and their PTK chapter.

Recommendation

It is recommended the Board authorize Faculty Advisor Brian Donnelly and selected PTK Student Officers (to be determined at a later date) to travel to Denver, CO, April 7-9, 2022, to participate in the 2022 Phi Theta Kappa International Convention.

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

February 16, 2022

Subject: Authorization to Increase Student Health Services Fees for 2022-2023	Item No: 22-8241 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Finance	Action Regular <input checked="" type="checkbox"/> <input type="checkbox"/> Information Consent <input type="checkbox"/> <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

Education Code sections 76355 authorize the governing board of a community college district to charge student health services fees and increase those fees by the same percentage as the increase in the Implicit Price Deflator for State and Local Government Purchases of Goods and Services as published by the U.S. Department of Commerce.

Based on calculations by the Financial, Economic, and Demographic Unit in the Department of Finance, the Implicit Price Deflator Index has increased enough to support an increase in the student health fees. The Chancellor’s Office has notified the District that it may begin charging a maximum fee of \$23.00 per semester, \$19.00 for summer session, or \$19.00 for each intersession of at least four weeks.

Status

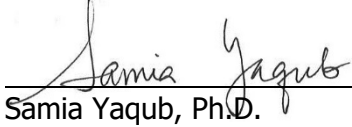
The District is mandated to provide health services at or above the level it provided during the 1986-87 fiscal year. Currently, the District charges a mandatory student health fee of \$22.00 for full and part-time students per semester and \$16.00 for all students during the summer. There is no fee charged for Winter Intersession.

Recommendation

It is recommended that the Board of Trustees approve the increase in the mandatory student health fee for full and part-time students to \$23.00 per semester and \$19.00 for all students during the summer beginning with the Fall session of 2022.

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

February 16, 2022

Subject: Authorization to Increase Nonresident Tuition Fee for 2022-2023	Item No: 22-8242 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Finance	Action Regular <input checked="" type="checkbox"/> <input type="checkbox"/> Information Consent <input type="checkbox"/> <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

Education Code Section 76140 requires each district governing board to establish the nonresident tuition fee no later than March 1 for the succeeding fiscal year. The code specifies that one of seven options will be used to establish the fee. These options include:

- A.1. District Average Cost
- A.2. District Average Cost With 10 Percent or More Noncredit FTES
- B.1. Statewide Average Cost
- B.2. Highest Statewide Average Cost – Highest cost for succeeding, current, or past 4 years
- C. Contiguous District – Not to exceed fees established by any contiguous District
- D. Between Statewide Average Expense of Education and District Expense of Education
- E. Comparable States Average - No more than 12 comparable states’ average

Status

The Statewide average cost is \$332 per unit. The district average cost is \$722 per unit but includes regional and statewide programs operated on behalf of the state Chancellor’s Office. Shasta College plans to charge the statewide average of \$295 per unit. The District is utilizing Option C to propose a rate not to exceed fees established by any contiguous district.

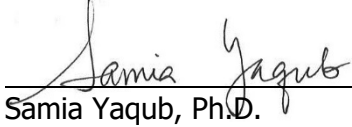
Based on a per unit fee of \$295 the District projects to generate approximately \$1.4 million in nonresident tuition for 2022-2023. The fees paid by nonresident students remain with the District for use in the general fund and are charged in addition to enrollment fees. The District does not receive any apportionment revenue for nonresident students.

Recommendation

It is recommended that the Board of Trustees establish the nonresident tuition fee at \$295 per unit for the 2022-2023 academic year.

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

February 16, 2022

Subject: Authorization to Increase Student Transportation Fees for 2022-2023	Item No: 22-8243 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Finance	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

Transportation fee legislation allowing a district to charge all students for transportation service upon a favorable vote of the student body was originally developed for the Butte College busing service in 1993. In September 2010, SB 82 increased the transportation fee to \$70 per semester and established an annual increase based on a specified calculation performed by the Chancellor’s Office. The calculation utilizes the Implicit Price Deflator for State and Local Government Purchases of Goods and Services to increase the allowable fee. The maximum fee allowable is now \$81 per semester and \$42 for summer session.

Status

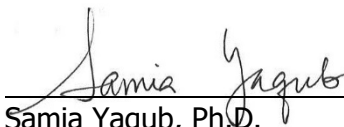
Transportation fees are currently \$20 for students taking .1 to 1.0 units, \$55 for students taking 1.1 to 5.9 units, and \$73 for students taking 6.0 units or more. The transportation fee for summer session is currently \$37. These fees have not increased since 2016 and the revenue generated by these fees has not covered the cost of the transportation system since that time.

Recommendation

It is recommended that the Board of Trustees increase the transportation fee to \$40 for Summer 2022 and \$78 for students taking 6.0 units or more beginning in the Fall 2022 and Spring 2023 semesters. It is also recommended that the fees for students taking less than 6 units be increased to \$22 for students taking .1 to 1.0 units and \$60 for students taking 1.1 to 5.9 units per semester.

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

February 16, 2022

Subject: Donation of District Personal Property: Miscellaneous Electronic Equipment	Item No: 22-8244 Enclosure: Yes <input checked="" type="checkbox"/> No <input 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

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: FEBRUARY 16, 2022

DISPOSAL OF DISTRICT PROPERTY: ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIALS PURCHASED BETWEEN
JANUARY 1, 1995 TO JANUARY 10, 2019

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

Butte College Asset No. / Product Serial/Model No.	Item Description	Item Status
510929	ADA ASSISTIVE DEVICE	DONATE
527085	AMPLIFIER	DONATE
524096	AMPLIFIER	DONATE
522988	AMPLIFIER	DONATE
527271	AMPLIFIER	DONATE
527274	AMPLIFIER	DONATE
525758	COMPUTER TOWER	DONATE
529050	COMPUTER TOWER	DONATE
524939	COMPUTER TOWER	DONATE
522185	COMPUTER TOWER	DONATE
522857	COMPUTER TOWER	DONATE
522169	COMPUTER TOWER	DONATE
528801	COMPUTER TOWER	DONATE
524285	COMPUTER TOWER	DONATE
526598	COMPUTER TOWER	DONATE
530470	COMPUTER TOWER	DONATE
531793	COMPUTER TOWER	DONATE
527087	COMPUTER TOWER	DONATE
526599	COMPUTER TOWER	DONATE
527250	COMPUTER TOWER	DONATE
523624	COMPUTER TOWER	DONATE
529877	COMPUTER TOWER	DONATE
525993	COMPUTER TOWER	DONATE
529623	COMPUTER TOWER	DONATE
524527	COMPUTER TOWER	DONATE
529531	COMPUTER TOWER	DONATE
508274	COMPUTER TOWER	DONATE
528425	COMPUTER TOWER	DONATE
528350	COMPUTER TOWER	DONATE
528352	COMPUTER TOWER	DONATE
528572	COMPUTER TOWER	DONATE
528564	COMPUTER TOWER	DONATE
531216	COMPUTER TOWER	DONATE
524304	COMPUTER TOWER	DONATE
527371	COMPUTER TOWER	DONATE
527727	COMPUTER TOWER	DONATE
529131	COMPUTER TOWER	DONATE
522794	COMPUTER TOWER	DONATE
524897	COMPUTER TOWER	DONATE
527370	COMPUTER TOWER	DONATE

EXHIBIT A

Board Meeting Date: FEBRUARY 16, 2022

DISPOSAL OF DISTRICT PROPERTY: ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIALS PURCHASED BETWEEN
JANUARY 1, 1995 TO JANUARY 10, 2019

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

527372	COMPUTER TOWER	DONATE
527369	COMPUTER TOWER	DONATE
520344	COMPUTER TOWER	DONATE
529288	COMPUTER TOWER	DONATE
529906	COMPUTER TOWER	DONATE
529897	COMPUTER TOWER	DONATE
529822	COMPUTER TOWER	DONATE
530901	COMPUTER TOWER	DONATE
529900	COMPUTER TOWER	DONATE
531059	COMPUTER TOWER	DONATE
531045	COMPUTER TOWER	DONATE
531024	COMPUTER TOWER	DONATE
530458	COMPUTER TOWER	DONATE
523618	COMPUTER TOWER	DONATE
522811	COMPUTER TOWER	DONATE
514089	DIAGNOSTIC SCANNER DEVICE	DONATE
520057	FAX MACHINE	DONATE
520111	MONITOR	DONATE
525681	MONITOR	DONATE
521494	MONITOR	DONATE
524984	MONITOR	DONATE
521417	MONITOR	DONATE
514493	MONITOR	DONATE
532644	MONITOR	DONATE
512163	MONITOR	DONATE
526007	MONITOR	DONATE
529051	MONITOR	DONATE
524990	MONITOR	DONATE
524989	MONITOR	DONATE
524321	MONITOR	DONATE
527368	MONITOR	DONATE
513270	MONITOR	DONATE
522799	MONITOR	DONATE
522859	MONITOR	DONATE
522190	MONITOR	DONATE
522798	MONITOR	DONATE
513931	MONITOR	DONATE
523549	MONITOR	DONATE
513573	MONITOR	DONATE
525952	MONITOR	DONATE
512083	MONITOR	DONATE
525595	MONITOR	DONATE

EXHIBIT A

Board Meeting Date: FEBRUARY 16, 2022

DISPOSAL OF DISTRICT PROPERTY: ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIALS PURCHASED BETWEEN
JANUARY 1, 1995 TO JANUARY 10, 2019

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

529547	NOTEBOOK COMPUTER	DONATE
529565	NOTEBOOK COMPUTER	DONATE
533939	NOTEBOOK COMPUTER	DONATE
531404	NOTEBOOK COMPUTER	DONATE
531142	NOTEBOOK COMPUTER	DONATE
531405	NOTEBOOK COMPUTER	DONATE
530505	NOTEBOOK COMPUTER	DONATE
532298	NOTEBOOK COMPUTER	DONATE
527616	NOTEBOOK COMPUTER	DONATE
530986	NOTEBOOK COMPUTER	DONATE
528640	NOTEBOOK COMPUTER	DONATE
523400	NOTEBOOK COMPUTER	DONATE
527384	NOTEBOOK COMPUTER	DONATE
527383	NOTEBOOK COMPUTER	DONATE
522004	NOTEBOOK COMPUTER	DONATE
529219	NOTEBOOK COMPUTER	DONATE
527775	NOTEBOOK COMPUTER	DONATE
527625	NOTEBOOK COMPUTER	DONATE
521242	NOTEBOOK COMPUTER	DONATE
529492	NOTEBOOK COMPUTER	DONATE
527444	NOTEBOOK COMPUTER	DONATE
527861	NOTEBOOK COMPUTER	DONATE
533899	NOTEBOOK COMPUTER	DONATE
524174	NOTEBOOK COMPUTER	DONATE
524175	NOTEBOOK COMPUTER	DONATE
532246	NOTEBOOK COMPUTER	DONATE
524907	NOTEBOOK COMPUTER	DONATE
523610	NOTEBOOK COMPUTER	DONATE
524633	NOTEBOOK COMPUTER	DONATE
530055	NOTEBOOK COMPUTER	DONATE
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529543	NOTEBOOK COMPUTER	DONATE
523527	NOTEBOOK COMPUTER	DONATE
529542	NOTEBOOK COMPUTER	DONATE
523983	NOTEBOOK COMPUTER	DONATE
526222	NOTEBOOK COMPUTER	DONATE
512615	NOTEBOOK COMPUTER	DONATE
526077	NOTEBOOK COMPUTER	DONATE
526965	NOTEBOOK COMPUTER	DONATE
525156	PRINTER	DONATE
525732	PRINTER	DONATE
528733	PRINTER	DONATE

EXHIBIT A

Board Meeting Date: FEBRUARY 16, 2022

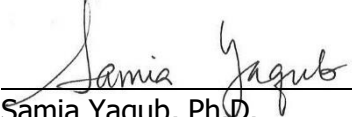
DISPOSAL OF DISTRICT PROPERTY: ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIALS PURCHASED BETWEEN
JANUARY 1, 1995 TO JANUARY 10, 2019

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

523042	PRINTER	DONATE
521713	PRINTER	DONATE
506354	PRINTER	DONATE
527629	PRINTER	DONATE
529567	PRINTER	DONATE
506502	PRINTER	DONATE
530515	PRINTER	DONATE
508926	PRINTER	DONATE
529544	PRINTER	DONATE
529497	PRINTER	DONATE
522897	PRINTER	DONATE
514085	PRINTER	DONATE
524197	PRINTER	DONATE
527309	PRINTER	DONATE
508926	PRINTER	DONATE
522954	SERVER	DONATE
525209	SERVER	DONATE
531420	SWITCH	DONATE
532033	TABLET COMPUTER	DONATE
527177	TABLET COMPUTER	DONATE
530777	TABLET COMPUTER	DONATE
530778	TABLET COMPUTER	DONATE
529007	TABLET COMPUTER	DONATE
528000	TABLET COMPUTER	DONATE
533936	TABLET COMPUTER	DONATE
533937	TABLET COMPUTER	DONATE
533938	TABLET COMPUTER	DONATE
511790	TABLET COMPUTER	DONATE
F6Q56619VFK10	TABLET COMPUTER	DONATE
529007	TABLET COMPUTER	DONATE
529496	TABLET COMPUTER	DONATE
520653	VCR	DONATE

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

February 16, 2022

Subject: Approval and/or Ratification of Personnel Actions	Item No: 22-8245 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:

Academic*

1. Employment of Full-Time, Temporary, Non-Tenure Track, Welding Instructor – Joseph Gebbia
 Salary: Placement on the Academic Salary Schedule as determined by education and experience
 Effective: January 1, 2022 – May 27, 2022
2. Assignment as Nursing, Assistant Program Director (12.5%) – John Beadle, Jennifer Juhl-Darlington
 Effective: Spring 2022
3. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Instructional Service Agreement – Westmont Living dba The Terraces) – Lisa Holeman
 Effective: January 19, 2022 – June 30, 2022
4. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Instructional Service Agreement – California Department of Fish and Wildlife) – Kyle Chang
 Effective: January 14, 2022 – December 31, 2025
5. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Instructional Service Agreement – California Department of Fish and Wildlife) – Matthew Henderson
 Effective: January 28, 2022 – December 31, 2025
6. Employment of Temporary Academic Employees (Instructors and Student Development) Part-Time Faculty recommended for employment effective Spring Semester 2022 – See Attachment "A".

Classified Employees*

7. Employment of Administrative Secretary, Non-Instructional (Student Equity) – Lilia Osorio
 Full-time, 40 hours per week, 12 months per year
 Salary: CSEA 24
 Effective: February 1, 2022

8. Employment of Administrative Secretary III (Math and Sciences) – Erin Shimizu
Full-time, 40 hours per week, 12 months per year
Salary: CSEA 24
Effective: March 1, 2022
9. Employment of Administrative Secretary Grants (CCCTC) – Jennifer Bramlage
Full-time, 40 hours per week, 12 months per year
Salary: CSEA 25
Effective: March 1, 2022
10. Employment of Support Center Representative – Sandyvel Gaona, Iris Orozco
Part-time, 24 hours per week, 12 months per year
Salary: CSEA 18
Effective: March 1, 2022
11. Employee working Out-of-Class: Administrative Secretary, III (Mathematics and Sciences) – Amanda Matz
Effective: January 10, 2022 – June 30, 2022
12. Temporary Increase in hours from 60% to 100%, Administrative Secretary II (A&R) – Eve Cha
Effective: January 1, 2022 – June 30, 2022
13. Temporary Increase in hours from 62.5% to 100%, Children’s Program Specialist Assistant – Alma Cardenas
Effective: January 24, 2022 – May 31, 2022

Temporary Employees*

14. Substitutes

Administrative Secretary I (PSETC) – Elise Theriault

Salary: \$18.25 per hour 1/12/22 – 6/30/22

Administrative Secretary Non-Instructions (Business Contracts & Risk Management) – Stephanie Libby

Salary: \$23.50 per hour 1/27/22 – 6/30/22

15. Short Term/Seasonal

Student Services Assistant (Student Services, Glenn Center) – Veronica Leon

Salary: \$20.25 per hour 1/10/22 – 6/30/22

16. Professional Expert

Manipulative Skills/Evaluator – Chase Wortman

Salary: \$15.00/\$16.75 per hour 1/12/22 – 6/30/22

Manipulative Skills/Evaluator – Christian Lee, Matthew Bohlin, Jacob Forsythe

Salary: \$15.00/\$16.75 per hour 1/27/22 – 6/30/22

Crime Scene Actor – Ian Lerch

Salary: \$15.00 per hour 1/12/22 – 6/30/22

Nursing – Kristin Matz

Salary: \$45.00 per hour 1/10/22 – 6/30/22

Nursing – Leah Lohmeier, Rebecca Grube

Salary: \$45.00 per hour 1/19/22 – 6/30/22

Sign Language Interpreter (HR) – Adelaide Harth

Salary: \$47.00 per hour 1/3/22 – 6/30/22

17. Volunteers/Interns

Volunteer (Athletics) – Kevin York

18. **Retirements/Resignations**

Resignation, Administrative Secretary, Grants – Nola Lee

Effective: January 29, 2022

Resignation, Student Success Specialist – Aldo Cruz Vazquez

Effective: February 1, 2022

Retirement, Admissions and Records Technician, Sr. – Carol Skripek

Effective: December 31, 2021

Retirement, Business Computer Information Systems Instructor – Dorene Thompson

Effective: February 1, 2022

Retirement, Program Coordinator, Grants – Trudy Old

Effective: May 10, 2022

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

ATTACHMENT "A"

Temporary Academic Employees, Part-Time Faculty

Adams, Nicole
Aldridge, Billy
Alexander, Jesse
Alexis, Jared
Ament, Derek
Anderson, Heidi
Anderson, Tiffani
Armstrong, Elizabeth
Arteaga, Rachel
Asbury, Timothy
Ashba, Tammy
Azevedo, Daniel
Baca, John
Bailey, Leonard
Bantum, Camilla
Barnett, Robert
Battles, Cheryl
Baum, Sarah
Beck, Corinne
Beltran, Peggy
Berg, Christopher
Berry, Joannie
Bertagna, Steven
Bianchini, Elizabeth
Bokavich, Casey
Bond, Joseph
Bonis, Andrea
Booth, Lillian
Bootman, Scott
Bordin, Steven
Bordoli, Guy
Boyd, John
Boyd, Steve
Braten, James
Brindley, Peter
Bromley, Kyleen
Brown, Robert
Bruder, Kimberly
Buckhout, Robert
Buckstead, Christine
Burke, John
Butler, Brett
Buzan, Melinda
Byard, Gregory
Calip, Vincent
Calkins, Matthew
Camodeca, Michael

Campbell, Donald
Candelaria, Kelly
Cantrell, Heidi
Cardinet, Matthew
Carey, Margaret
Carlile, Amanda
Carlisle, Andrei
Cavaness, Linda
Clain, Kimberly
Coates, Stephen
Collins, Stephen
Conlan, Lance
Cooke, Bradley
Cooper, Andrew
Coulombe, Julie
Cowell, Jean
Crosby, Nandi
Crosthwaite, John
Daly, Jennifer
Davidson, Ryan
Davila, Christian
Davis, Adria
Davis, David
Davis, Regina
Davison, Bryce
Deal, Joseph
Demaggio, Julie
Deromedi, Lia
Diamond, Nicole
Dineen, Leland
Doty, Kelly
Du, Kseniya
Duch, Andrew
Duitsman, Stan
Dunne, Anne
Dunning, Melissa
Duran-Roach, Australia
Durfee, Peter
Dyer, Jason
Eagan, Travis
Edgmon, Michael
Edsill, Julia
Ellis, Amanda
Ensslin, Teresa
Evaro, Heidi
Fairchild, Shelley
Fedrizzi, Victor

Feingold, Rick
Fellers, Ryan
Ferreira, Anthony
Ferro, Sam
Fisher, Amber
Flagg, Joseph
Forsberg, Eric
Frawley, Susan
Frazer, Cristin
Fridrich, Tonia
Funk, Herbert
Furry, Ashley
Garcia, Timothy
Garner, David
Gee, Travis
Genna, Kristi
Gerrard, Jeremy
Gilbreath, Timothy
Gilmette, Edward
Givens, Teresa
Golladay, Sarah
Gonzalez Iniguez, Jose
Gonzalez, Eduardo
Gordon, Scott
Grimes, Ruth
Grothe, Kerstin
Gsell, Ryan
Gust, Karen
Haasl, David
Hall, Steven
Hames, John
Hanley, Kevin
Hannah, Michael
Haraughty, Gema
Hard, Keith
Harr, Becky
Harrington, Lori
Harrington, Steven
Harris, Eli
Harris, Gary
Harrison, Stephen
Hart, Diane
Hartley, Laurel
Hasek, Bruce
Hatter, Amber
Hawkins, Zackary
Hayes, Billy

Hayes, Timothy
Hays, Jonathan
Herrera, Eric
Heston, Koby
Higbee, Jarrod
Hight, Susan
Hilderbrand, Suzanne
Hindman, Darrell
Hope, Martha
Howard, Sue
Huffman, Robin
Hughes, Gary
Hull, Patrick
Hutcheson, Donald
Irvine, Taylor
Jackson, Jessica
Johal, Rajdeep
Johnson, Amanda
Johnson, Michael
Jones, Barbara
Jones, Todd
Keating, Michael
Keefe, Dorothy
Kelleher, John
Kelly, Cameron
Kelso, John
Kennedy, Joseph
Kieselbach, Tanya
Kimble, Kevin
King, Austin
King, Cedric
King, Daniel
Kious, Randi
Klein, John
Kokinakes, Maxwell
Kongkeoviman, Bounpon
Kraemer, Finn
Krulder, Joseph
Laczko, Kaitlyn
Lance, Tomoko
Lara, Anthony
Lara, Jose
Larios Pelayo, Nancy
Larson, Kelly
Larson, Tiffany
Lavin, Andrew
Lefkowitz, Todd
Leitner, Stacy
Liebenberg, Ibe
Light, Pauline
Llamas, Samuel

Lowe, Deanna
Lucanic, James
Lucot Smith, Katherine
Luonel, Ezra
Lydon, Dean
Main, David
Maletic, Stephen
Manning, Phillip
Marsh, David
Marshall, Bryan
Marshall, Sheri
Martin, Jack
Martin, John
Mathrole, Natalie
Maxey, Justin
Mayer, Derek
McDonald, Leslie
McFadden, Greg
McJunkin, Shawn
McKenzie, Wendy
McMillin, Stella
Meneley, Chris
Metroka, Wesley
Meyer, Nancy
Mickelson, Christopher
Miller, Cherise
Minton, Douglas
Miro, Edward
Montgomery, Mark
Moore, Ty
Morales, Lisa
Morris, Jason
Mortimer, Brandon
Muelrath, Lani
Murphy, Mark
Murphy, Michael
Muster, Kevin
Nagai, Sanae
Nakamura, Ayako
Nako, Adam
Neher, Jeanine
Nelms, Kimberly
Nelson-Hall, Jena
Neufeld, Megan
Newton, Tyler
Nicodemus, Christopher
Nilsson, Sharon
O'Hern, Casey
O'Quin, Sharon
Oelrichs, Amy
Ortiz, Antoinette

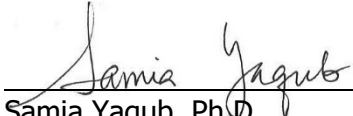
Ozanne, Nick
Park, Michael
Parrott, James
Parsons, Michelle
Patience, Hosanna
Patterson, Stephanie
Peeler, Sean
Peloso, Dominick
Perez, Jenna
Pershing, Jeffrey
Person, Johnny
Peter, Eric
Peters, Mari
Peterson, Sue
Piazza, Jason
Pierce, Robert
Pilakowski, Michael
Ping, Jean
Pollard, Jeremy
Portillo, Matthew
Rathbun, Chris
Raven, Susan
Reese, Norman
Reinhardt, Dennis
Reizgevicute, Agne
Richardson, Robert
Robertson, Craig
Robinson, Joanne
Robson, Devin
Roeder, Miriam
Rohrer, Judith
Rubinoff, Ryan
Ruiz, David
Sanchez, Gloria
Sandberg, Ross
Sanders, Allen
Sanfilippo, Dominic
Schildhauer, Cynthia
Schleiger, Rachel
Schmidt, Rebecca
Scholar, Gary
Schwyzer, Cedric
Scowcroft, Casson
Sederquist, Janessa
Seghieri, Richard
Shelly, Rebecca
Silliman, Miranda
Sjolund, Garrett
Skinner, Kelley
Smith, Eva
Smith, Kenneth
Smith, Olav

Smith-Peters, Bruce
Solano, Stephen
Spencer, Errin
Spencer, Ivy
Spirk, Stefan
St. Cin, Denise
Steffen, Nathan
Stephens, Bettye
Stevens, Belinda
Stevens, Robert
Stone, Kathy
Strahan, Lori
Switzer, Charles
Sylvia, Kathryn
Szczepanski, Catherine
Talley, Laura
Tan, Huiyuan
Tange, Mark
Teagarden, Katherine
Thomas, Brandy
Thomas, Michael
Thomas, William
Thompson, Daniel
Till, Jennifer
Tochterman, Alan
Townsley, Wesley
Traulsen, Andrew
Trider, Alicia
Turner, Daniel
Vader, Bethany
Vela, Shanna
Vincent, Zu
Wade, Erin
Wadsworth, Mark
Wagster Penne, Diane
Walker, Chadwick
Ward, Jacob
Watson, Ryan
Welton, David
Wenger, Christopher
Westwood, Lisa
White, Durl
White, Jennifer
Wicks, Michael
Williams, Dacia
Williams, Lisa
Wilson, Emilie
Wilson, Lauren
Winchell, Quinn
Wines, Jason
Wingenter, Oliver

Winton, Jason
Winzenz, Thaddaeus
Wolfe, Matthew
Woo, Justin
Woodard, Tyler
Wright, Kathline
Wymore, Gretel
Yamaguchi, Aaron
Yeager, Melody
York, Kevin
York, Stayce
Young, Peter
Zelinsky, Connor
Ziegenmeyer, Logan
Zuniga, Yvette
Zuppan, Shelby

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

February 16, 2022

Subject: Approval of Contracts	Item No: 22-8246 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 \$99,100.00 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
1/1/22	6/30/24	Chico Unified	K-12 Strong Workforce Program Grant	(\$908,445.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Community Collaborative Charter	K-12 Strong Workforce Program Grant	(\$192,105.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Da Vinci Charter Academy	K-12 Strong Workforce Program Grant	(\$503,622.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	East Nicolaus Joint Union High	K-12 Strong Workforce Program Grant	(\$952,774.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Ferndale Unified	K-12 Strong Workforce Program Grant	(\$118,000.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Folsom-Cordova Unified	K-12 Strong Workforce Program Grant	(\$836,944.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Humboldt Co. Office of Education	K-12 Strong Workforce Program Grant	(\$840,267.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Lake Tahoe Unified	K-12 Strong Workforce Program Grant	(\$688,220.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Lassen Union High	K-12 Strong Workforce Program Grant	(\$350,000.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Middletown Unified	K-12 Strong Workforce Program Grant	(\$267,200.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Natomas Unified	K-12 Strong Workforce Program Grant	(\$831,174.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Nevada Co. Office of Education	K-12 Strong Workforce Program Grant	(\$129,492.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Nevada Joint Union High	K-12 Strong Workforce Program Grant	(\$579,296.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Oroville Union High	K-12 Strong Workforce Program Grant	(\$497,491.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Palermo Union Elementary	K-12 Strong Workforce Program Grant	(\$313,841.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Paragon Collegiate Academy	K-12 Strong Workforce Program Grant	(\$385,260.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Placer Union High	K-12 Strong Workforce Program Grant	(\$141,201.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Plumas Charter	K-12 Strong Workforce Program Grant	(\$292,320.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Red Bluff Joint Union High	K-12 Strong Workforce Program Grant	(\$1,000,000.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	River Delta Joint Unified	K-12 Strong Workforce Program Grant	(\$375,000.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Roseville Joint Union High	K-12 Strong Workforce Program Grant	(\$848,156.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Sacramento County ROP	K-12 Strong Workforce Program Grant	(\$1,000,000.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	San Juan Unified	K-12 Strong Workforce Program Grant	(\$577,798.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Sacramento Academic & Vocational Academy	K-12 Strong Workforce Program Grant	(\$700,000.00)	Restricted General	North Far North Regional Consortium	Guleff

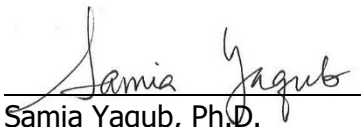
Butte-Glenn Community College District

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
1/1/22	6/30/24	Shasta Union High	K-12 Strong Workforce Program Grant	(\$473,680.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Siskiyou Co. Office of Education	K-12 Strong Workforce Program Grant	(\$664,366.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Trinity Alps Unified	K-12 Strong Workforce Program Grant	(\$316,023.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Twin Rivers Unified	K-12 Strong Workforce Program Grant	(\$704,439.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Wheatland	K-12 Strong Workforce Program Grant	(\$976,700.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Wheatland Union High	K-12 Strong Workforce Program Grant	(\$2,082,248.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Willits Charter	K-12 Strong Workforce Program Grant	(\$222,330.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Woodland Joint Unified	K-12 Strong Workforce Program Grant	(\$457,600.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Yuba City Unified	K-12 Strong Workforce Program Grant	(\$99,254.00)	Restricted General	North Far North Regional Consortium	Guleff
1/1/22	6/30/24	Yuba Co. Office of Education	K-12 Strong Workforce Program Grant	(\$186,991.00)	Restricted General	North Far North Regional Consortium	Guleff
			TOTAL REVENUE CONTRACTS	\$0.00			
			TOTAL EXPENSE CONTRACTS	(\$19,512,237.00)			

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

February 16, 2022

Subject: Approval to Award a Design-Build Pre-Construction Services Contract for the Butte College Science Building Project to Modern Building Clark/Sullivan Construction Joint Venture	Item No: 22-8247 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Contracts	Action Regular <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Information Consent <input type="checkbox"/> <input type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By:  Samia Yaqub, Ph.D. Superintendent/President

Background

At the September 15, 2021, Board of Trustees meeting, the Board adopted Resolution No. 804 which authorized District staff to utilize the design-build procurement process under Education Code §81700 et seq. to procure design and construction services for the Science Building Project ("Project").

The Project will construct an approximately 66,404 gross square feet building. The Project intends to provide expanded learning spaces (classrooms and laboratories) for Biology, Anatomy, Physiology, Zoology, Botany, Physical Science, and Chemistry; faculty offices; and updated accessible restrooms. The Project will allow the programs to expand class offerings. The former Automotive Technology building will be demolished to make room for the Science Building.

Completing design and construction of the Project through the design-build process will involve awarding a Design-Build Entity ("DBE") a contract for Pre-Construction Services ("PCS Contract") and subsequently awarding the contract for Design-Construct Services ("DCS Contract").

This procurement and contracting process was developed to: (i) fix District costs for completing development of preliminary Project criteria and designs; (ii) shift burden and responsibility for completing development of preliminary Project designs from the District to the DBE; (iii) establish a process for the DBE and the District to determine the Guaranteed Maximum Price ("GMP") for the DBE to complete Project DCS Contract based on preliminary Project designs and the District's Design and Construction Budget of \$66,803,000; (iv) establish limits for Project Site General Conditions/Project support costs, mark-ups on direct costs of labor and materials during construction of the Project; and (v) establish a process for the District to elect not to proceed with Project construction if the District and the successful DBE are unable to arrive at a mutually acceptable GMP or the mutually acceptable GMP exceeds the District Construction Budget.

District staff has completed the procurement process for selection of a DBE to provide Design-Build Services ("DBS") for the Project.

The “Best Value” procurement process for the selection of the DBE involved the District: (1) Retain a consultant to develop Criteria Documents establishing critical and essential Project requirements; (2) Conduct an open competitive Request for Qualifications (“RFQ”) process; and (3) Conduct a competitive Request for Proposals (“RFP”) process.

Status

The District retained Shirah Builders and Eagle Architect to develop essential Project requirements, including performance specifications, preliminary building test fit and other criteria for completing Project design and construction (“Criteria Documents”). Shirah Builders will continue to provide oversight services, as a Consultant to the District, during preconstruction, design and construction of the Project. Proposals to complete preconstruction, design and construction of the Project are based on Project Criteria Documents and Project schedule requirements established by the District.

The Best-Value procurement process for the selection of a DBE was completed in two separate phases: (i) Request for Qualifications and (ii) Request for Proposals. The District advertised and issued the Request for Qualifications on September 16, 2021. The RFQ required prospective DBEs to establish qualifications to produce the project under a Design-Build delivery method along with background information establishing DBE experience, capacity, financial capability, insurance coverages, safety records and project references of prospective DBEs. The RFQ established scoring for each RFQ criteria. Scoring of RFQ responses was in accordance with the evaluation criteria established in the RFQ. Four (4) firms submitted responses to the RFQ. The summary total score of each firm submitting a response to the RFQ is:

Respondents	Total	Score Rank
Turner Construction Company/United Building Contractors, Inc.	1779	1
Modern Building Clark/Sullivan Construction Joint Venture	1730	2
Rudolph & Sletten/Slater and Son, Inc.	1671	3
Sundt/HMC Architects	1670	4

The firms submitting the two (2) highest-scored RFQ responses were invited to participate in the Request for Proposals (RFP) phase of the “Best Value” procurement process.

District staff prepared and issued the Request for Proposals on November 9, 2021, to Modern Building Clark/Sullivan Construction Joint Venture, and Turner Construction Company /United Building Contractors, Inc. Joint Venture, the firms submitting the two (2) highest-scored RFQ responses. Each respondent was required to submit in separate sealed envelopes a Technical Proposal and a Lump Sum Price Proposal for Pre-construction Services and Design-Construct Services Fee Percentage. Oral interviews were conducted following the technical and price proposals scoring. The total maximum scores possible for each item are noted below:

RFP Submittal	Maximum Scores Possible
Technical Proposal	900
Price Proposal	600
Interview	1500

Sealed technical proposals submitted by each firm were opened and scored by the District Selection Committee members between the dates of December 14, 2021 and January 3, 2022. Technical Proposal requirements consisted of evaluation of non-price factors which included capacity, knowledge of community college science laboratory design and construction methodologies, preconstruction approach, design-construct approach, schedule, budget, plans, site logistics, energy efficiencies and commissioning.

After finalizing technical proposal scores, sealed pricing proposals submitted by each firm were open and scored by the District Selection Committee members on January 4, 2022. Price proposals were submitted for: (i) Lump Sum Pre-construction Services; (ii) Design-Construct Services Fee Percentage; and (iii) District contract agreement terms and conditions acceptance.

Interviews with Modern Building Clark/Sullivan Construction Joint Venture and Turner Construction Company/United Building Contractors, Inc. Joint Venture were conducted on January 6, 2022.

At the conclusion of the oral interviews, District Selection Committee members compiled scoring of the Technical Proposal, Price Proposal, and Oral Interview components of the RFP. A summary of the RFP responses scoring is:

Respondent	Technical Proposal Score	Lump Sum Pre-Con Services	Design-Construct Services Fee %	Pricing Score	Oral Interview Score	Firm Total Score
Modern Building Clark/Sullivan Construction Joint Venture	745	\$1,760,251.00	3%	600	1355	2700
Turner Construction Company/United Building Contractors, Inc. Joint Venture	737	\$1,799,000.00	4.7%	461	1310	2507

Recommendation

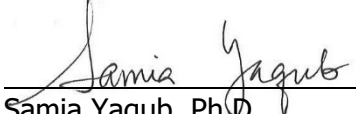
It is recommended that the Board of Trustees award the Pre-Construction Services Agreement for the Project to Modern Building Clark/Sullivan Construction Joint Venture as the DBE submitting the Best Value proposal for the Project. Upon completion of obligations under the Pre-Construction Services Agreement, District staff and Modern Building Clark/Sullivan Construction Joint Venture will meet and confer to establish a GMP for Project construction. If a mutually acceptable GMP is established, subsequent action of the Board of Trustees on November 16, 2022 will need to be taken to award the DCS Contract to Modern Building Clark/Sullivan Construction Joint Venture.

Board approval is contingent upon resolution of any bid protests during the applicable protest time period. Board approval is also contingent upon the contractor awarded the project providing acceptable insurance and bonding as required in the Bid and Contract Documents.

It is further recommended that the Board of Trustees authorize District staff to execute necessary contract documents related to the award of contract for the Project to Modern Building Clark/Sullivan Construction Joint Venture prior to ratification by the Board at a subsequent meeting in accordance with Board Policy 6340.

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

February 16, 2022

Subject: Acceptance of 2020-21 Independent Audit Report and Measure J Financial and Performance Audit Reports	Item No: 22-8248 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Finance	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

Education Code Section 84040 requires the governing board of the district provide an annual audit of all funds, books, and accounts of the district. The annual financial audit prepared by the District's external contract auditors complies with the California Community Colleges Budget and Accounting Manual, the California Code of Regulations Section 59100, and California Education Code Section 84040.

The primary objectives of the financial audit are: to determine the District's accountability for revenues, the propriety of expenditures, the extent to which funds have been expended in accordance with prescribed federal and California laws and regulations; to determine whether the District's financial statements are presented fairly in accordance with generally accepted accounting principles; and to recommend appropriate actions in any areas where internal control or compliance with applicable federal and California laws and regulations could be improved.

Proposition 39 requires the Governing Board of the District conduct annual independent financial and performance audits of the Measure J general obligation bonds to ensure that bond funds have been expended in compliance with the legal requirements of Proposition 39.

Status

The District's Audit Committee consisting of Trustee Boeger, Trustee Krepelka, Trustee Massa, Dr. Yaqub, Vice President Suleski, and Director for Business Services Jim Nicholas met with the District's auditors, Cossolias, Wilson, Dominguez, Leavitt on February 4, 2022, to review the District's annual audit report and the Measure J financial and performance audits for the year ended June 30, 2021. The District received an unqualified, "clean", opinion on the financial statements. There are no current year audit findings. All issues were addressed to the trustees in attendance.

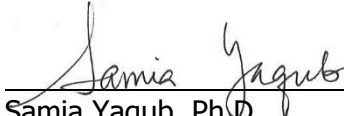
Attached for the Board's review are the Butte-Glenn Community College District's Financial Statements and Supplementary Information with Independent Auditors' Report and Measure J Bond Funds Financial Statements including the Performance Audit report for the year ended June 30, 2021.

Recommendation

It is recommended that the Board accept the Butte-Glenn Community College District's independent audit report and the independent financial and performance audit reports of the Measure J general obligation bonds for the year ending June 30, 2021.

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

February 16, 2022

Subject: Approval of Changes to Other Post-Employment Benefits (OPEB)Trust Investment Strategy	Item No: 22-8249 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Finance	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

In 2010, the District established an irrevocable retiree benefits trust with CalPERS and began moving funds accumulated in the county Retiree Benefit Fund to the trust. The District also makes quarterly service cost payments to the Trust to pre-fund retiree medical benefits for active employees. By prefunding retiree medical benefits, enough funds will be available in the trust at retirement to generate sufficient investment returns to pay all promised retiree medical benefits without the need for any additional post-retirement District contributions.

Every two years the District conducts an actuarial study that provides information to enable the District to manage the costs and liabilities associated with its retiree medical benefits. The most recent actuarial report estimates that for the year ending June 30, 2021, the total OPEB liability for the District to be approximately \$25 million. This is a \$3 million drop from the previously reported liability of \$28 million.

The CalPERS OPEB trust funds are available to be invested in one of three different strategies. Strategy 1 provides a higher expected return (7.59%) but carries a higher risk (11.83%). Strategies 2 and 3 each provide lower expected returns (7.01% and 6.22%) but also provide lower risk to the investor (9.24% and 7.28%). As of June 30, 2021, the balance in the OPEB trust was approximately \$39.4 million, providing 158% of the funding needed to fully fund the \$25 million liability.

Status

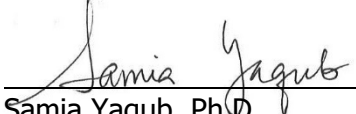
Continuing to make contributions to the trust no longer appears to be necessary as the fund currently provides investment returns of approximately \$2.45 million per year; more than sufficient to cover the costs of annual retiree medical premiums of approximately \$2 million per year.

Recommendation

It is recommended that the Board of Trustees switch CalPERS investments pools to Strategy 2 (7.01% expected return and 9.24% risk), and take a temporary "holiday" by ceasing to make any further contributions to the trust until further notice.

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

February 16, 2022

<p>Subject: Adoption of Board Policy 2715 and Administrative Procedure 2715: Board Code of Ethics</p>	<p>Item No: 22-8250 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Category: Administration</p>	<p>Action <input checked="" type="checkbox"/> Regular <input checked="" type="checkbox"/> Information <input 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>

Status

Board Policy 2715 and Administrative Procedure 2715, Board Code of Ethics, were reviewed by the Board at the January 26, 2022. There was one suggested change.

Recommendation

It is recommended that the Board of Trustees adopt Board Policy 2715 and Administrative Procedure 2715 as presented.



BP 2715 Board Code of Ethics

References: ACCJC Accreditation Standard IV.C.11

Adopted: October 1, 1992

Last Revised: March 14, 2018;

Last Reviewed: March 14, 2018; March 13, 2019; March 25, 2020; February 17, 2021

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

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

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



AP 2715 Board Code of Ethics Violations

References: ACCJC Accreditation Standard IV.C.11

Approved: October 1, 1992

Last Revised: February 15, 2017

Last Reviewed: March 14, 2018; March 13, 2019; March 25, 2020; February 17, 2021

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

Possible courses of action include:

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