



NOTICE OF REGULAR MEETING

September 13, 2023 | 1:00 p.m.

Butte College Glenn County Center, Room 125
1366 Cortina Drive, Orland, CA

[Non-interactive livestream](#)

Butte College is a student-ready, rural community college that provides high-quality, accessible education and support. Our career and transfer pathways cultivate curiosity and critical thinking through instruction, workforce training, and the achievement of Associate degrees and certificates. Butte College is a Hispanic-Serving Institution that affirms its commitment to equity for the diverse, intersectional communities we serve.

AGENDA

Call to Order

Mr. Rick Krepelka, President
Mr. Eugene Massa, Vice President
Mr. Mike Boeger, Clerk
Mr. John Blacklock
Mr. John Dahlmeier
Mr. William McGinnis
Mr. John Nock
Ms. Liz Heaton, Student Trustee

Pledge of Allegiance to the Flag

1. **Agenda Approval**

2. **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

3. **Approval of Consent Agenda**

Approval of Minutes August 9, 2023 (Special)	Action	
Approval of Minutes August 9, 2023	Action	
Approval of Warrants	Action	23-8487
Ratification of Contracts	Action	23-8488
Approval of Spring 2023 Curriculum Activity	Action	23-8489
Approval of Use of Alcohol for Athletic Fundraising Events	Information	23-8490
Approval of Out of State Student Travel English 25		
– Ashland, OR	Action	23-8491
Approval of Out of State Student Travel Drama Club		
– Ashland, OR	Action	23-8492
Appointment of Measure J Citizen’s Bond Oversight Committee Member	Action	23-8493

Authorization to Destroy Class 3 – Disposable Records	Action	23-8494
Approval and/or Ratification of Personnel Actions	Action	23-8495
<u>Management</u>		
<i>Employments, out of class assignment</i>		
<u>Academic Employees</u>		
<i>Employments and assignments</i>		
<u>Classified Employees</u>		
<i>Employments, out of class assignment, reclassification, permanent and temporary increase</i>		
<u>Temporary Employees</u>		
<i>Substitutes, short-term/seasonal, professional experts, and volunteers</i>		

4. Information-Reports

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

5. Communications from the Public

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

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

6. Administration

Approval of Student Trustee Privileges	Action	23-8496
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7. Contracts

Approval of Contracts	Action	23-8497
Approval of Contract Amendment #1 to 25 th Hour Communications Inc. for Advertising, Marketing & Graphic Design Services	Action	23-8498

8. Finance

Public Hearing and Adoption of 2023-24 Final Budget	Action	23-8499
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9. Labor Relations

Public Hearing Regarding the District and the Butte College Education Association for the Collective Bargaining Agreement 2024-2027	Action	23-8500
Public Hearing regarding the District and the Part-Time Faculty Association/Communication Workers of America for the Collective Bargaining Agreement 2024-2027	Action	23-8501

10. Instruction

Public Hearing and Approval: College and Career Access Pathways (CCAP) Partnership Agreement with CORE Butte Charter School beginning July 1, 2023 and ending on June 30, 2026	Action	23-8502
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Public Hearing and Approval: College and Career
 Access Pathways (CCAP) Partnership Agreement
 Appendices which identify dual enrollment course details
 for the 2023/24 school year at: Biggs, Chico, Durham,
 Gridley, Hamilton, Inspire, Las Plumas, Long Valley,
 Oroville, Orland, Paradise, Pleasant Valley, and
 Willows High Schools

Action 23-8503

11. Future Dates

October 11, 2023	Regular Meeting	Main Campus	1:00 p.m.
November 15, 2023	Regular Meeting	Main Campus	1:00 a.m.
December 13, 2023	Regular Meeting	Main Campus	1:00 p.m.

12. Closed Session

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

Pursuant to Government Code Section 54957:

- a. EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/COMPLAINT

Pursuant to Government Code Section 54956.95:

- b. LIABILITY CLAIM – Update on claims filed against the District
 Claimant: Donald Finkbiner
 Agency: Butte-Glenn Community College District
- 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: Martin, et al. vs. CCC, et al.
 Agency: Butte-Glenn Community College District

13. Adjournment

For Information concerning this Agenda, please contact:
 Butte College President’s Office, 3536 Butte Campus Drive, Oroville, CA 95965 (530) 895-2484
 Persons requiring disability accommodation, please notify this office 48 hours prior to the scheduled meeting.
 Meetings are held in wheelchair accessible locations.

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



MINUTES OF SPECIAL MEETING

August 9, 2023 | 11:30 a.m.

The Board of Trustees of the Butte-Glenn Community College District met on Wednesday, August 9, 2023, at 11:30 AM, in the District Board Room at Butte College in Oroville, California.

AGENDA

- Board Members Present** Mr. Rick Krepelka, President
Mr. Eugene Massa, Vice President
Mr. Mike Boeger, Clerk
Mr. John Blacklock
Mr. John Dahlmeier
Mr. William McGinnis
Mr. John Nock
Ms. Liz Heaton, Student Trustee
- Board Member Absent** None
- Staff Members Present** Ms. Virginia L. Guleff, Superintendent/President
Mr. Andy Suleski, Asst Superintendent/Vice President
Mr. Erik Shearer, Vice President
Mr. Brad Zuniga, Interim Vice President
Various staff also in attendance
- Guests** None

Pledge of Allegiance to the Flag

Trustee Boeger led the Pledge of Allegiance to the Flag.

1. **Agenda Approval**

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

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

There were no public comments.

3. **Study Session: Strategic Enrollment Management**

President Guleff introduced Vice President Shearer to present the Strategic Enrollment Management (SEM) Plan.

Vice President Shearer recapped 22-23 enrollment, which came in at 7,772 FTES, an increase of 450 FTES over 21-22. Fall semester enrollment is encouraging, with a 75% fill rate as of today. Vice President Shearer reviewed the SEM plan's restoration goals. For 27-28, the goal is 10,400 FTES. The plan includes goals for the centers; 1,000 FTES is an important goal for Chico Center because that threshold will allow the college to receive additional funding. Vice President Shearer explained that the SEM plan contains eight strategic enrollment management goals and 66 strategies and initiatives. All the goals speak to the student-centered funding formula. The plan also includes metrics to measure

progress. He highlighted three of the eight goals: enrollment recovery, center and community locations, and opt-out scheduling. Vice President Shearer concluded his presentation by reviewing the primary actions the college will take this year.

Board President Krepelka asked about the benefits of dual enrollment. Vice President Shearer explained that it has multiple benefits, including expanding the base of students who see themselves as college-ready and allowing the college to create pipelines to its programs. It also grows enrollment.

Trustee Blacklock asked if underrepresented students are included in this year's increase in FTES. He noted that a viable transportation plan is important to increasing enrollment, and noted that he read the plan with a DEI lens, considering the obstacles that underrepresented student might encounter and how that impacts enrollment. Vice President Shearer responded that the college can't yet analyze the increase in FTES to determine the representation of underrepresented students.

Trustee Nock asked about strategies for helping dual enrollment students fit Butte College programs into their bell schedule. Vice President Shearer explained that dual enrollment courses accommodate high school schedules, although there are some logistical limitations with labs, for example.

Board Clerk Boeger congratulated the college on making enrollment improvements. He noted that there's currently a teacher shortage, which isn't specifically addressed in the SEM plan. He encouraged the college to work on a teacher transfer program. He also recommended a center for southern Butte Co. in Oroville or Gridley.

Trustee McGinnis expressed concern about the decline in male students and encouraged the development of a plan to increase male student enrollment. He also recommended considering math dual enrollment classes to help students overcome the gap between high school and college math courses, which can be a barrier to graduation. He concluded that the college should help students make schedules that keeps them on campus, as well as maximizing work study dollars to eliminate the need for students to leave campus to work.

Trustee Dahlmeier expressed appreciation that Vice President Shearer met with school leaders in Oroville, where there's a lot of new staff and excitement about dual enrollment. He asked if the Reg2Go sessions offering opt-in scheduling with include the centers. Vice President Zuñiga responded that there's scheduling flexibility depending on where students need to take their classes. Vice President Shearer added that communicating with high school counselors is part of the SEM plan.

Trustee Massa asked how tuition works for students who repeat classes. Vice President Shearer indicated that non-credit courses are free to students but count toward FTES.

Board President Krepelka noted that financial aid is very important in helping our students attend college and asked if Financial Aid has adequate staffing and tools to make it easy for students to access aid. Vice President Zuñiga responded that the college recently approved two new financial aid positions; their staff participates in Reg2Go and other outreach activities. Board President Krepelka concluded by recommending that college marketing consider a new direction because the college is marketing to a different generation. The college needs a marketing plan as robust and aggressive as the SEM plan.

4. **Adjournment**

Board President Krepelka adjourned the meeting at 12:19 PM.



MINUTES OF REGULAR MEETING

August 9, 2023 | 1:00 p.m.

District Board Room
Student and Administrative Service Building

The Board of Trustees of the Butte-Glenn Community College District met on Wednesday, August 9, 2023, at 1:00 PM, in the District Board Room at Butte College in Oroville, California.

AGENDA

Board Members Present Mr. Rick Krepelka, President
Mr. Eugene Massa, Vice President
Mr. Mike Boeger, Clerk
Mr. John Blacklock
Mr. John Dahlmeier
Mr. William McGinnis
Mr. John Nock
Ms. Liz Heaton, Student Trustee

Board Member Absent None

Staff Members Present Ms. Virginia L. Guleff, Superintendent/President
Mr. Andy Suleski, Asst Superintendent/Vice President
Mr. Erik Shearer, Vice President
Mr. Brad Zuniga, Interim Vice President
Dr. Jess Vickery, Academic Senate President
Mr. Chris Westbay, Classified Senate President
Ms. Melissa Cafferata-Ainsworth, Interim Executive Assistant to the President & Board of Trustees
Various staff also in attendance

Guests None

Pledge of Allegiance

Board Vice President Massa led the Pledge of Allegiance.

1. Agenda Approval

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

Motion carried unanimously.

2. Communications from the Public – Consent Agenda

There were no public comments.

3. **Approval of Consent Agenda**

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

Trustee Dahlmeier moved to amend the motion to pull Item 23-8478: Approval of Revisions to the Butte Schools Self-Funded Joint Powers Authority Agreement for discussion. Amended motion and approval of remaining consent agenda carried unanimously. Student Trustee – aye.

Approval of Revisions to the Butte Schools Self-Funded Joint Powers Authority Agreement

It was moved by Trustee Dahlmeier, seconded by Trustee Nock, to approve revisions to the Butte Schools Self-Funded Joint Powers Authority Agreement.

Trustee Dahlmeier asked if the funding balance is reviewed on a regular basis. Vice President Suleski replied that he can get that information from the JPA. Additionally, Human Resources Executive Director Chris Little sits on the board, which reviews the financials. Trustee Boeger asked for clarification that BSSP is part of a larger group. Vice President Suleski confirmed that BSSP is a pool in a pool and covers medical, vision and dental. Board President Krepelka noted that the amendment represents minor changes.

Motion carried unanimously. Student Trustee – aye.

4. **Information-Reports**

Academic Senate President's Report – Jess Vickery

Dr. Vickery reported that the Academic Senate hasn't met since the last board meeting. The Academic Senate assembly will meet next week to hear reports from their standing subcommittees as well as other constituencies and initiatives on campus such as the diversity committee, open educational resources, and guided pathways. They will also welcome new faculty and celebrate newly tenured faculty, new emeritus faculty, and faculty award winners. Academic Senate will be assembling a GE workgroup to explore the local implications of AB928. Finally, the senate is focusing on the rollout of the new add authorization process.

Classified Senate President's Report – Chris Westbay

Mr. Westbay reported that the Classified Senate just finished their senator retreat. The senate's focus this year will be connecting with community. The senate will award two scholarships at this year's Scholarship Awards Ceremony. Mr. Westbay noted that their biggest method of fundraising is payroll deductions, which is how scholarships are funded.

Student Trustee Comment – Liz Heaton

Ms. Heaton reported that she received training on being a student trustee through the CCLC and learned how to represent students. She noted that she is a student assistant and was a College Connection student. She added that Roadrunner Rush is scheduled for August 17.

Vice President Report – Erik Shearer

Vice President Shearer presented his report at today's special meeting.

Superintendent/President's Report – Virginia L. Guleff

Superintendent/President Guleff welcomed Student Trustee Heaton. She thanked the organizers of the Great Teachers Conference for a great kick-off to the semester. Superintendent/President Guleff will hold a joint cabinet meeting with Chico State on September 6; enrollment management will be one item of discussion. Butte College completed 427 evaluations this year. Planning for Institute Day is underway; this year's theme is "Connect with Community," but that doesn't mean that "Return to Process" is over. Superintendent/President Guleff met with a board committee this summer to discuss the draft strategic plan. Our plan will link with the governor's Roadmap to Success as well as Chancellor Christian's Vision 2030. Superintendent/President Guleff recognized A.S. President Cole

Militano for the scholarship he received through Phi Theta Kappa. She also acknowledged the passing of former Butte College President Sandy Acebo, who worked so hard on Measure A. Dr. Acebo's family encourages donations to a Rising Scholars scholarship because her early work was with justice-impacted students. Superintendent/President Guleff is chairing an accreditation team for Deep Springs College, which is an entirely student-run college with a 100% success rate. She's looking forward to learning how students direct their education at that college.

Board Comments

Trustee Nock recognized Dr. Jacob Vazquez, who recently received his doctorate from Texas Tech, for winning the Young Teacher of the Year award by California Ag Teachers Association. He also encouraged everyone to get involved with planned giving to the college. Trustee McGinnis is going to Napa Valley Community College today to work with staff and administration on board policies. He urged Butte College to get back on a board policy review schedule. Trustee Dahlmeier thanked everyone who contributed to today's special meeting about enrollment management and expressed excitement about the new plan. Board Vice President Massa reported that he met a Butte College grad from Rancho Tehama on a recent work trip to Montana. Board Clerk Boeger encouraged the college to tell more of its story, particularly the successes and about the people who've made contributions. He added that we need to continue naming buildings for them. Trustee Blacklock agreed with Trustee Boeger's point about touting Butte College's successes. For example, the new California Speaker of the House attended Butte College and has talked about how it helped him. Trustee Blacklock reported that he enjoyed attending the recent Fish & Wildlife Academy graduation. He encouraged the other trustees to read *From Equity Talk to Equity Walk*. Board President Krepelka recognized the Associated Students group in the audience, adding that the student voice is very important to the board.

5. **Communications from the Public**

There were no public comments.

6. **Contracts**

Approval of Contracts, Item 23-8481

It was moved by Trustee Blacklock, seconded by Trustee Dahlmeier, to approve the contracts listed on the Contracts Approval Report and authorize the Superintendent/President or designee to enter into the contracts in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting, contingent upon available funding and successful completion of negotiation of terms with the contractors.

Motion carried unanimously. Student trustee – aye.

Approval of Contract to Purchase Web Accessibility Services from Pope Tech LLC as a Sole Source Procurement, Item 23-8482

It was moved by Trustee McGinnis, seconded by Board Vice President Massa, to approve the purchase of web accessibility services for the California Community Colleges on a sole source basis without going through a competitive bidding process in the amount not to exceed \$345,000 for the term July 1, 2023 – June 30, 2024, and authorize District staff to execute the necessary contract documents related to the purchase of web accessibility services from Pope Tech LLC in accordance with Board Policy 6340.

Motion carried unanimously. Student Trustee – aye.

Approval of Contract Amendment #1 to Experis US LLC for Information Technology Professional Services Utilizing California Multiple Award Schedule #3-22-10-1028, Item 23-8383

It was moved by Trustee Dahlmeier, seconded by Trustee Nock, to approve contract amendment #1 to Experis US LLC for information technology Professional Services utilizing California Multiple Award Schedule #3-22-10-1028 in accordance with Board Policy 63. The total contract sum shall be increased

\$5,980,297.50 for a new amount not to exceed \$7,330,297.50 during the term July 1, 2023, through June 30, 2024.

Motion carried unanimously. Student Trustee – aye.

7. **Human Resources**

Adoption of Resolution No. 817: For the Reduction of Classified Employee Services, Item 23-8484

It was moved by Trustee McGinnis, seconded by Trustee Blacklock, to adopt Resolution No. 817 For the Reduction of Classified Employee Services.

Motion carried by the following roll call vote:

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

Nos – None

Absent – None.

8. **Labor Relations**

Initial Proposals from the Butte College Education Association to the Butte-Glenn Community College District and the District to BCEA for the Collective Bargaining Agreement 2024-2027, Item 23-8485

Vice President Suleski indicated that this item represents the first step in negotiations with the full-time faculty union; the Board will review the proposals.

Initial Proposals from the Part-Time Faculty Association/Communication Workers of America to the Butte-Glenn Community College District and the District to PFA/CWA for the Collective Bargaining Agreement 2024-2027, Item 23-8486

Vice President Suleski indicated that this item represents the first step in negotiations with the part-time faculty union; the Board will review the proposals. Both contracts are three years long and the current contracts end in June 2024.

9. **Closed Session**

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

Board President Krepelka reported the Board took no reportable action.

10. **Adjournment**

Board President Krepelka adjourned the meeting at 2:50 PM.

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

September 13, 2023

Subject: Approval of Warrants	Item No: 23-8487 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 Assistant Superintendent/ Vice President	Approved By: <u>Virginia L. Guleff</u> Virginia L. Guleff Superintendent/President

It is recommended that the Board of Trustees approve the vendor, payroll, and financial aid warrants for the period of July 24, 2023 to August 27, 2023.

Type of Warrant	Check/Voucher Sequence	Total
Vendor	696423 - 697320	\$ 9,337,168.53
Payroll	527931 – 527979	\$ 3,703,722.44
Financial Aid	382644 – 385388	\$ 3,357,842.55

Warrant registers are available for review in the Business Office.

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

September 13, 2023

Subject: Ratification of Contracts	Item No: 23-8488 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 Assistant Superintendent/ Vice President	Approved By: <i>Virginia L. Guleff</i> <hr/> Virginia L. Guleff 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 August 2023. The Superintendent/President or Assistant Superintendent/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 Assistant Superintendent/Vice President for Administration

August 2023

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
8/7/23	8/7/23	California State University, Fresno Athletic Corporation	Facilities Use Agreement	(\$550.00)	Foundation Agency Account	Athletics	Shearer
8/3/23	6/30/24	Chico Unified School District	Facilities Use Agreement	Expense based on Use	Various	Athletics	Shearer
10/20/23	10/21/23	Gather & Graze	Outreach and Recruitment Tabling at Gather & Graze Event	(\$100.00)	Restricted General	Industrial Technology Programs	Shearer
6/1/23	5/31/28	Texas A&M University	Field Experience Agreement	\$0.00	N/A	Athletics	Shearer
8/23/23	8/22/26	Butte Home Health and Hospice	Learning-Aligned Employment Program	\$0.00	Restricted General	Career Center	Zuniga
8/7/23	8/6/26	Downtown Chico Business Association	Learning-Aligned Employment Program	\$0.00	Restricted General	Career Center	Zuniga
8/9/23	8/8/26	illuminAid	Learning-Aligned Employment Program	\$0.00	Restricted General	Career Center	Zuniga
6/23/23	8/18/23	Chico Chamber of Commerce	Learning-Aligned Employment Program Addendum for Intern Assignment	(\$5,184.00)	Restricted General	Career Center	Zuniga
6/26/23	8/18/23	Chico Chamber of Commerce	Learning-Aligned Employment Program Addendum for Intern Assignment	(\$4,536.00)	Restricted General	Career Center	Zuniga
8/21/23	5/24/23	Chico Chamber of Commerce	Learning-Aligned Employment Program Addendum for Intern Assignment	(\$16,000.00)	Restricted General	Career Center	Zuniga
4/14/23	4/14/23	Advanced Timing	Official Timer for Track and Field	(\$1,200.00)	Unrestricted General	Athletics	Shearer
4/28/23	4/28/23	Advanced Timing	Official Timer for Track and Field	(\$300.00)	Unrestricted General	Athletics	Shearer
8/4/23	8/4/23	Kona Ice	Snow Cones for Football Team	(\$600.00)	Foundation Agency Account	Athletics	Shearer
7/31/23	7/30/24	ZoomAway Inc., and Tripsee	Registration Management Service for Baseball Golf Tournament Fundraiser	\$0.00	N/A	Athletics	Shearer
8/28/23	8/28/23	Candi Williamson	Chair Massage for Wellness Week Event	(\$410.00)	Unrestricted General	Dean of Students	Zuniga
8/17/23	8/17/23	Eclectic Sound DJs	DJ Services for Roadrunner Rush Event	(\$600.00)	Restricted General	Orientation	Zuniga
8/17/23	1/12/24	Shani Shay	Guest Speaker Virtual Presentations	(\$1,600.00)	Restricted General	Rising Scholars	Shearer
8/11/23	Until Terminated	Collective Eye Films	Austin Unbound Film Digital License	(\$295.00)	Restricted General	Inclusion Diversity Equity & Anti-Racism	Guleff
8/21/23	4/2/24	Gotham Artists Talent Services	Virtual Presentation by Angela Davis for Decolonize! Event	(\$20,000.00)	Various	Inclusion Diversity Equity & Anti-Racism	Guleff
9/19/23	9/19/23	JY & Co	Diversity Speaker Series	(\$7,350.00)	Restricted General	Inclusion Diversity Equity & Anti-Racism	Guleff
9/1/23	12/31/23	Philanthropia Consulting	Foundation Strategic Planning	(\$2,455.00)	Unrestricted General	Foundation	Guleff
7/1/23	6/30/24	PPL, Inc.	Superintendent-President Coaching	(\$18,430.00)	Unrestricted General	President's Office	Guleff
10/1/23	9/30/24	Meltwater News US, Inc.	Media Monitoring Services	(\$10,000.00)	Unrestricted General	President's Office	Guleff
8/1/23	6/30/24	Creative Imaging	Photography Services	(\$5,000.00)	Unrestricted General	Public Relations	Guleff
7/1/23	6/30/24	Strata Information Group, Inc.	Colleague Slate CRM Consulting Support	(\$36,000.00)	Restricted General	Enrollment Services	Zuniga
7/25/23	6/30/24	Strata Information Group, Inc.	Colleague Financial Aid Consulting Support	(\$28,900.00)	Restricted General	Financial Aid	Zuniga
7/25/23	6/30/24	Strata Information Group, Inc.	Colleague Student Consulting Services and Support	(\$20,400.00)	Unrestricted General	Office of Instruction	Shearer
8/21/23	6/30/24	Glenn County Health & Human Services Agency	Foster and Kinship Care Program Collaboration	\$0.00	N/A	Foster Kinship Care Education Program	Zuniga
7/1/23	6/30/24	Liebert Cassidy Whitmore	Education Resources Consortium Training & Consulting Services	(\$3,700.00)	Unrestricted General	Human Resources	Suleski
7/1/23	6/30/26	CI Solutions, CardIntegrators Corporation	Hardware and Services for Employee ID Card System	(\$5,061.00)	Unrestricted General	Human Resources	Suleski
9/1/23	11/30/23	Deer Creek Broadcasting	Radio Broadcast of Football Games	(\$2,000.00)	Unrestricted General	Marketing	Zuniga
8/3/23	6/30/24	Grand River Solutions, Inc.	Title IX& Equity Services	(\$20,000.00)	Unrestricted General	Title IX	Zuniga
7/1/23	6/30/24	Virtual VRI	Virtual Remote Sign Language and Real Time Captioning Services	(\$50,000.00)	Restricted General	Disabled Student Programs & Services	Zuniga
8/7/23	Upon Payment	GHA Technologies, Inc.	ABBY FineReader Software	(\$593.25)	Restricted General	Disabled Student Programs & Services	Zuniga

**Butte-Glenn Community College District
CONTRACTS RATIFICATION REPORT**

Contracts Signed by the Superintendent/President or Assistant Superintendent/Vice President for Administration

August 2023

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
8/7/23	8/6/24	ABBYY USA Software House Inc.	ABBYY FineReader Software Subscription	\$0.00	Restricted General	Disabled Student Programs & Services	Zuniga
8/22/23	12/31/25	County of Butte Department of Employment and Social Services	Homeless Management Information System (HMIS) Access	(\$2,000.00)	Restricted General	Roadrunner Hub	Zuniga
7/1/23	6/30/24	Lassen Community College District	Dual Enrollment Courses in LCCD's boundaries	\$0.00	N/A	School Relations	Shearer
7/25/23	12/29/23	Amain.com, Inc.	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
7/25/23	12/29/23	Andersen and Sons Shelling, Inc.	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
7/17/23	12/31/23	Arbor Global, LLC	Utility Line Clearance Pre-Inspector and Arborist Training	(\$67,000.00)	Restricted General	Contract Education	Shearer
7/7/23	12/29/23	Berberian Nut Company, LLC	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
7/27/23	12/29/23	Butte Construction Company	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
7/27/23	12/29/23	Butte Fire Safe Council	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
7/24/23	7/23/25	California Employment Training Panel	Employer Workforce Training Funds	\$749,937.00	Restricted General	Contract Education	Shearer
8/7/23	6/30/24	California/Nevada Joint Apprenticeship Training and Trust Fund	Proctoring Services for Utility Arborist Assessments	\$108,000.00	Restricted General	Contract Education	Shearer
7/27/23	12/29/23	Carriere Family Farms, LLC	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	Cascade Orthopedic Supply, Inc.	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	Chico Eye Center Medical Group	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
8/2/23	12/29/23	Chico Heights Rehabilitation & Wellness Centre, LP dba Windsor Chico Creek Care and Rehabilitation Center	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment modifying Employer Responsibilities	\$0.00	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	Chico Housing Action Team	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
7/25/23	9/19/23	Chico Rehabilitation Hospital dba California Park Rehabilitation Hospital	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment modifying Employer Responsibilities	\$0.00	Restricted General	Contract Education	Shearer
7/7/23	12/29/23	Chico Rehabilitation Hospital dba California Park Rehabilitation Hospital	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
7/7/23	12/29/23	Chico Terrace Rehabilitation & Wellness Centre, LP dba Windsor Chico Care Center LLC	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer

**Butte-Glenn Community College District
CONTRACTS RATIFICATION REPORT**

Contracts Signed by the Superintendent/President or Assistant Superintendent/Vice President for Administration

August 2023

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
8/2/23	9/19/23	Chico Terrace Rehabilitation & Wellness Centre, LP dba Windsor Chico Care Center LLC	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment modifying Employer Responsibilities	\$0.00	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	ChicoEco, Inc., dba ChicoBag Company	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	Community Housing Improvement Program (CHIP)	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
7/7/23	12/29/23	Erick Nielsen Enterprises, Inc.	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	FAFCO, Inc.	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	Golden Valley Bank	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	High Desert Lumber, LLC	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
7/17/23	8/10/23	International Arborist Institute	Utility Line Clearance Arborist Training	(\$21,000.00)	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	Lares Research, Inc.	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
7/9/23	7/11/23	Los Rios Community College District	Tree Risk Assessment Qualification Training (TRAQ) Facilities Use Permit	\$0.00	N/A	Contract Education	Shearer
8/1/23	12/29/23	M A P Associates, Inc. dba NorthStar	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
8/9/23	6/15/24	Marketing Action, Inc.	California Community Colleges - California Conservation Corps Partnership Project	(\$15,000.00)	Restricted General	Contract Education	Shearer
5/1/23	6/30/24	Mountain F. Enterprises, Inc.	Utility Line Clearance Pre-Inspector and Arborist Training	(\$73,500.00)	Restricted General	Contract Education	Shearer
7/10/23	8/10/23	Mountain F. Enterprises, Inc.	Utility Line Clearance Arborist Training	(\$26,500.00)	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	Mountain F. Enterprises, Inc.	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
8/18/23	6/15/24	Mt. San Antonio College	California Community Colleges - California Conservation Corps Partnership Project	(\$17,000.00)	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	Nanotech Energy, Inc.	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	Norfield Acquisition, LLC	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	Orchard Hospital	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance and modifying Employer Responsibilities	\$0.00	Restricted General	Contract Education	Shearer

**Butte-Glenn Community College District
CONTRACTS RATIFICATION REPORT**

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August 2023

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7/25/23	12/29/23	Oroville Hospital	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
7/1/23	6/30/24	Reanette A. Fillmer, CLT Coaching, LLC	Training, Design, and Development	(\$15,875.00)	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	Rescue 42, Inc.	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
7/25/23	12/29/23	Riverside Convalescent Hospital dba Riverside Point Healthcare & Wellness Center	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment modifying Employer Responsibilities	\$0.00	Restricted General	Contract Education	Shearer
7/7/23	12/29/23	Riverside Convalescent Hospital dba Riverside Point Healthcare & Wellness Center	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	Sacramento Valley Walnut Growers, LLC	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
7/13/23	8/10/23	Santa Rosa Junior College	Utility Line Clearance Arborist Training Amendment increasing Cost	\$45,468.40	Restricted General	Contract Education	Shearer
8/2/23	12/29/23	Seneca Healthcare District	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment modifying Employer Responsibilities	\$0.00	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	Sierra Nevada Cheese Company	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
8/9/23	12/29/23	Southern Aluminum Finishing Co., Inc.	Employer Participation Agreement Employment Training Panel (ETP) Training Project	(\$20.01)/ Reimbursable Training Hour	Restricted General	Contract Education	Shearer
7/1/23	6/30/24	SpaceData, LLC	TrackPoint 2.0 Trainee Management Services	(\$21,000.00)	Restricted General	Contract Education	Shearer
7/7/23	12/29/23	SunWest Milling Company, Inc.	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
8/9/23	6/15/24	Tanya Hanrihan	California Community Colleges and California Conservation Corps Partnership Project Consultant	(\$105,000.00)	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	Ted Pella, Inc.	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	Transfer Flow, Inc.	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	True North Housing Alliance dba Torres Community Shelter	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
7/7/23	12/29/23	Wehah Farms, Inc. dba Lundberg Family Farms	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	Weiss-McNair, LLC	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer

**Butte-Glenn Community College District
CONTRACTS RATIFICATION REPORT**

Contracts Signed by the Superintendent/President or Assistant Superintendent/Vice President for Administration

August 2023

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7/1/23	6/30/24	City of Chico	Community Development Block Grant Funds Economic Development Activity	\$50,000.00	Restricted General	Small Business Development Center	Shearer
7/24/23	12/31/23	Paul V. Scholl/Messenger Publishing Group	Marketing, Promotion, and Facility Rental Amendment increasing Fees	(\$4,000.00)	Restricted General	Small Business Development Center	Shearer
7/24/23	12/31/23	Ronn Van Dusen	Business Consulting and Trainings Amendment increasing Fees	(\$35,000.00)	Restricted General	Small Business Development Center	Shearer
7/24/23	12/31/23	Stephen P. Kay	Business Consulting and Trainings Amendment increasing Fees	(\$5,000.00)	Restricted General	Small Business Development Center	Shearer
9/1/23	12/31/24	Molly O'Kane, Okane Consulting	Business Consulting and Trainings	(\$7,000.00)	Restricted General	Small Business Development Center	Shearer
7/1/23	6/30/24	College of the Redwoods	Strong Workforce Program Projects In Common Marketing, CLNA Data and/or CTE Dual Enrollment	(\$37,820.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/23	6/30/24	Lassen Community College	Strong Workforce Program Projects In Common Marketing, CLNA Data and/or CTE Dual Enrollment	(\$37,820.00)	Restricted General	North Far North Regional Consortium	Shearer
8/23/23	9/30/24	Long Valley Charter dba Thompson Peak Charter	Strong Workforce Program K12 Pathway Coordinator	(\$130,000.00)	Restricted General	North Far North Regional Consortium	Shearer
8/11/23	6/30/24	Los Rios Community College District	Strong Workforce Program Allocation Projects In Common Centers of Excellence	(\$164,644.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/23	6/30/24	Los Rios Community College District	Strong Workforce Program Projects In Common Marketing	(\$160,000.00)	Restricted General	North Far North Regional Consortium	Shearer
8/9/23	6/30/25	Manzanita Elementary School District	K-12 Strong Workforce Program Grant	(\$193,000.00)	Restricted General	North Far North Regional Consortium	Shearer
8/11/23	9/30/24	Mendocino County Office of Education	Strong Workforce Program K12 Pathway Coordinator	(\$130,000.00)	Restricted General	North Far North Regional Consortium	Shearer
7/26/23	7/26/23	Mendocino-Lake Community College District	Catering Services for NFRC Meeting	(\$500.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/23	6/30/24	Mendocino-Lake Community College District	Strong Workforce Program Projects In Common Marketing, CLNA Data and/or CTE Dual Enrollment	(\$37,820.00)	Restricted General	North Far North Regional Consortium	Shearer
8/11/23	9/30/24	Plumas Charter School	Strong Workforce Program K12 Pathway Coordinator	(\$130,000.00)	Restricted General	North Far North Regional Consortium	Shearer
8/9/23	9/30/23	Sacramento County Office of Education	Strong Workforce Program K12 Pathway Coordinator	(\$130,000.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/23	6/30/24	Shasta-Tehama-Trinity Joint Community College District	Strong Workforce Program Projects In Common Marketing, CLNA Data and/or CTE Dual Enrollment	(\$37,820.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/23	6/30/24	Shasta-Tehama-Trinity Joint Community College District	Strong Workforce Program Allocation Projects In Common Centers of Excellence	(\$250,000.00)	Restricted General	North Far North Regional Consortium	Shearer
9/13/23	9/14/23	Sheraton Redding Hotel at the Sundial Bridge	North Far North Regional Consortium Meeting	(\$9,000.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/23	6/30/24	Sierra Joint Community College District	Strong Workforce Program Allocation Projects In Common Marketing	(\$40,000.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/23	6/30/24	Woodland Community College	Strong Workforce Program Projects In Common Marketing, CLNA Data and/or CTE Dual Enrollment	(\$37,820.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/23	6/30/24	Woodland Community College	Strong Workforce Program Projects In Common Marketing	(\$40,000.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/23	6/30/24	Yuba Community College District	Strong Workforce Program Projects In Common Marketing, CLNA Data and/or CTE Dual Enrollment	(\$37,820.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/23	6/30/24	Etudes, Inc.	CourseEval HQ and Adjust-All HQ for Canvas License	(\$5,985.00)	Unrestricted General	Technology Mediated Instruction	Shearer

**Butte-Glenn Community College District
CONTRACTS RATIFICATION REPORT**

Contracts Signed by the Superintendent/President or Assistant Superintendent/Vice President for Administration

August 2023

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
8/3/23	6/30/33	Instructure, Inc.	Institution Participation Agreement for Canvas LMS and Canvas Studio Subscriptions	\$0.00	N/A	Technology Mediated Instruction	Shearer
7/31/23	7/30/24	Plagix, LLC	Unicheck Plagiarism Detection Software License	(\$10,400.00)	Unrestricted General	Technology Mediated Instruction	Shearer
7/31/23	7/30/24	UKU Group Ltd	Unicheck Plagiarism Detection Software User Terms	\$0.00	Unrestricted General	Technology Mediated Instruction	Shearer
8/28/23	8/28/24	TechSmith Corporation	Camtasia/Snagit Bundle Software Site License	(\$3,816.15)	Restricted General	Technology Mediated Instruction	Shearer
Upon Download	Until Terminated	Perusall, LLC	Online Social Annotation Platform	\$0.00	N/A	Business Education	Shearer
Upon Download	Until Terminated	Drawboard Pty Ltd	Drawboard PDF Editing Software License	\$0.00	N/A	Chemistry	Shearer
Upon Download	Until Terminated	UBTECH Robotics Corp Ltd	UBTECH EDU UKIT Services and License	\$0.00	N/A	Computer Science	Shearer
Upon Download	Until Terminated	PASCO Capstone	SPARKvue Data Collection Software License	\$0.00	N/A	Computer Science	Shearer
7/15/23	9/30/24	Project for Education Research That Scales (PERTS)	Ascend Analytics Cohort Services and License	(\$20,000.00)	Restricted General	Distance Education	Shearer
Upon Download	Until Terminated	Google, LLC	Google Earth Software Service	\$0.00	N/A	Geography	Shearer
10/1/23	9/30/24	ComputerLand of Silicon Valley	Microsoft 365 Campus Agreement Licensing Renewal	(\$141,943.20)	Unrestricted General	Information Technology	Suleski
8/1/23	Upon Payment	ComputerLand of Silicon Valley	VMWare vCenter and vSphere Basic Support Coverage	(\$2,395.00)	Unrestricted General	Information Technology	Suleski
8/19/23	8/18/24	VMWare, Inc.	vCenter and vSphere License	\$0.00	Unrestricted General	Information Technology	Suleski
8/1/23	Upon Payment	ComputerLand of Silicon Valley	VMWare vCenter and vSphere Basic Support Coverage	(\$6,175.00)	Unrestricted General	Information Technology	Suleski
7/17/23	7/16/24	VMWare, Inc.	vCenter and vSphere License	\$0.00	Unrestricted General	Information Technology	Suleski
7/31/23	Upon Payment	ePlus Technology, Inc.	Service Plan for Data Center	(\$6,648.82)	Unrestricted General	Information Technology	Suleski
7/31/23	7/30/23	Schneider Electric	UPS Service Plans	\$0.00	Unrestricted General	Information Technology	Suleski
6/30/23	6/29/24	ResoluteGuard, LLC	Network Vulnerability Assessment	\$0.00	N/A	Information Technology	Suleski
7/1/23	6/30/24	Equidox Software Company, LLC	Equidox Document Conversion Software Tool License	(\$80,000.00)	Restricted General	CCC Technology Center	Suleski
8/29/23	Upon Payment	SHI International Corporation	Atlassian Bitbucket Software	(\$2,032.09)	Restricted General	CCC Technology Center	Suleski
10/26/23	10/26/24	Atlassian Pty Ltd	Bitbucket Software License	\$0.00	Restricted General	CCC Technology Center	Suleski
8/1/23	Upon Payment	SHI International Corporation	Atlassian Jira and Confluence Software	(\$24,629.63)	Restricted General	CCC Technology Center	Suleski
8/22/23	8/22/24	Atlassian Pty Ltd	Jira and Confluence Software License	\$0.00	Restricted General	CCC Technology Center	Suleski
8/21/23	8/21/24	Passage Technology, LLC	Milestones PM+ and Lookup Helper Subscription	(\$3,360.00)	Restricted General	CCC Technology Center	Suleski

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8/9/23	Upon Payment	SHI International Corporation	Qualtrics Software	(\$5,294.65)	Restricted General	CCC Technology Center	Suleski
7/1/23	6/30/24	Qualtrics, LLC	Custom Implementation Qualtrics and Qualtrics Research Suite	\$0.00	Restricted General	CCC Technology Center	Suleski
8/16/23	8/15/24	RFPPPIO, Inc.	RFP360 Subscription License and Services	(\$3,210.00)	Restricted General	CCC Technology Center	Suleski
8/17/23	8/16/24	Roth Staffing Companies, L.P.	Non-Disclosure Agreement	\$0.00	N/A	CCC Technology Center	Suleski
9/15/23	9/14/24	UBEO, LLC	Laserfiche Support and Software License and PROIT Software Purchase Agreement	(\$3,527.50)	Restricted General	CCC Technology Center	Suleski
9/15/23	9/14/24	Ray Morgan Company	Laserfiche Support Services	\$0.00	Restricted General	CCC Technology Center	Suleski
9/15/23	9/14/24	Compulink Management Center, Inc. dba Laserfiche	Laserfiche Site, Services and Software Terms of Use	\$0.00	Restricted General	CCC Technology Center	Suleski
8/29/23	8/28/24	Zendesk, Inc.	ZenDesk Suite Professional Subscription	(\$48,300.00)	Restricted General	CCC Technology Center	Suleski
7/24/23	8/30/23	ACCO Engineered Systems	Replace HVAC Compressors at Physical Science	(\$20,850.00)	Restricted General	Facilities, Planning, & Management	Suleski
7/1/23	6/30/24	ACCO Engineered Systems	Campus Center Equipment Annual Maintenance	(\$2,745.00)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
7/1/23	6/30/24	Aramark Uniform Services	Supplies for Custodial and Garments for Transportation	(\$15,987.92)	Various	Facilities, Planning, & Management	Suleski
8/1/23	9/30/23	B&P Fencing, Inc.	Provide Fencing at Sewer Treatment Plant	(\$9,880.00)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
7/1/23	6/30/24	Best Window Cleaning Service	Window Cleaning Services at Main Campus and Glenn County Center	(\$22,975.00)	Unrestricted General	Facilities, Planning, & Management	Suleski
7/1/23	6/30/24	Best Window Cleaning Service	Window Cleaning Services for Chico Center and Skyway Center	(\$4,025.00)	Unrestricted General	Facilities, Planning, & Management	Suleski
8/14/23	11/14/23	Dawson Landscaping	Child Development Center Playground Repair	(\$5,896.00)	Capital	Facilities, Planning, & Management	Suleski
8/14/23	11/14/23	Dawson Landscaping	Irrigation and Plant Material for Hillside at Gym Quad Outdoor Seating Area	(\$18,705.00)	Restricted General	Facilities, Planning, & Management	Suleski
7/1/23	8/31/23	Dawson Landscaping	Irrigation for Softball Field Renovation	(\$13,000.00)	Capital	Facilities, Planning, & Management	Suleski
8/1/23	8/11/23	Holt Heating and Air	Install HVAC Equipment at Child Development Center	(\$21,500.00)	Restricted General	Facilities, Planning, & Management	Suleski
7/1/23	8/31/23	Ing Excavation	Softball Field Backstop Alterations Project	(\$59,045.00)	Capital	Facilities, Planning, & Management	Suleski
8/1/23	9/30/23	Ing Excavation	Top Dressing and Grading of Softball Outfield	(\$24,500.00)	Capital	Facilities, Planning, & Management	Suleski
7/17/23	12/1/23	Joseph Corron Electric	Replace Controls on Pump Stations	(\$14,710.42)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
7/17/23	12/1/23	Joseph Corron Electric	Replace Blower at Sewer Treatment Plant	(\$6,334.66)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
7/24/23	12/31/23	Joseph Corron Electric	Replace Wiper Motor and Gearbox Assembly at Sewer Treatment Plant	(\$4,694.66)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
7/17/23	12/31/23	Joseph Corron Electric	Install Exhaust Fan in Switchgear Room	(\$2,787.89)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski

**Butte-Glenn Community College District
CONTRACTS RATIFICATION REPORT**


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August 2023

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
8/1/23	8/31/23	North Valley Tree Service	Removal of declining Oak Trees located by Child Development Center (2) and Football Stadium Parking Lot (2)	(\$6,200.00)	Restricted General	Facilities, Planning, & Management	Suleski
6/26/23	10/31/23	Northern California Fence	Fence for Softball Field Renovation	(\$57,440.00)	Capital	Facilities, Planning, & Management	Suleski
8/1/23	6/30/24	Northstate Earth and Water, Inc.	Weir Gate Repair at Aeration Ponds	(\$5,995.00)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
8/1/23	6/30/24	Northstate Earth and Water, Inc.	Pump and Clean Digester at Sewer Treatment Plant	(\$14,899.00)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
7/20/23	8/30/23	Rock Creek Construction, Inc.	Bike Rack Replacement at Chico Center	(\$3,500.00)	Restricted General	Facilities, Planning, & Management	Suleski
7/1/23	6/30/24	Shirah Builders	Project Consultation for Science Building Project, ADA Survey Project, New Cosmetology and Barbering Center Project, Storm Drain Project, Restroom Renovation, Chico Center Lactation Room, Physical Science Remodel Project, and Mechanized Agriculture Portable Relocation Project	(\$265,000.00)	Various	Facilities, Planning, & Management	Suleski
7/20/23	8/31/23	Voltage Specialists	Fire Alarm Systems at Child Development Center	(\$48,987.00)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
8/1/23	10/31/23	Voltage Specialists	Fire Alarm Systems at Mechanized Agriculture Portables	(\$40,320.00)	Measure J	Facilities, Planning, & Management	Suleski
8/1/23	8/31/23	Voltage Specialists	Fire Alarm Systems at Men's Locker Room	(\$44,930.00)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
7/1/23	6/30/24	Voltage Specialists	Fire Sprinkler Testing and Inspections on Main Campus	(\$35,915.00)	Unrestricted General	Facilities, Planning, & Management	Suleski
			TOTAL REVENUE CONTRACTS	\$953,405.40			
			TOTAL EXPENSE CONTRACTS	(\$3,418,742.84)			

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

September 13, 2023

Subject: Approval of Spring 2023 Curriculum Activity	Item No: 23-8489 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Office of Instruction	Action Regular <input checked="" type="checkbox"/> <input type="checkbox"/> Information Consent <input type="checkbox"/> <input checked="" type="checkbox"/>
Submitted By: Erik Shearer Vice President of Instruction	Approved By:  _____ Virginia L. Guleff Superintendent/President

Background

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

The district will be reporting all curriculum activity (courses and programs) to the Board twice a year. Fall activity will be reported the following Spring; Spring activity will be reported the following Fall. Attached is the Spring 2023 curriculum activity.

Status

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

Recommendation

It is recommended that the Board of Trustees approve the Spring 2023 curriculum activity as described in the attached.

Curriculum Consent Agenda Date	Type	Program	Major/Minor/Delete	Title Change	New Units	Existing Units	Core Requirements	Electives	PLOs
4.3.23	AA-T	Geography	Minor		18-21	19	x		
5.15.23	AA-T	Political Science	Minor				x		
5.15.23	AA-T	Kinesiology	Minor				x		
5.15.23	AA-T	Music	Minor		21-22	23-24			
5.15.23	AA-T	Sociology	Minor				x		
2.27.23	CA	Law Enforcement Academy-Basic	Minor		36.5	37	x		
2.27.23	CA	Respiratory Care	Delete						
5.1.23	CA	Peace and Global Studies	Delete						
5.15.23	CERT	Sustainability Studies	Minor		12	14	x		

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

September 13, 2023

Subject: Approval of Use of Alcohol for Athletic Events	Item No: 23-8490 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Instruction	Action Regular <input checked="" type="checkbox"/> <input type="checkbox"/> Information Consent <input type="checkbox"/> <input checked="" type="checkbox"/>
Submitted By: Erik Shearer Vice President	Approved By: <u>Virginia Guleff</u> Virginia Guleff Superintendent/President

Background

Board Policy 3560 provides that "The Superintendent/President or designee is authorized to enact procedure as appropriate and permitted by law regarding serving alcoholic beverages on campus or at fundraising events held to benefit non-profit corporations. Alcoholic beverages shall not be served on campus except in accordance with District procedures." Administrative Procedure 3560 provides that "only under certain circumstances is the possession, consumption, sale or use of alcohol permitted on campus."

Status


The Butte College Athletics Department will hold the annual Crab Feed Fundraiser on January 19, 2024, to raise money to support the Athletics Department. The Athletics Department will also hold a second department fundraiser with a Corn Hole Tournament on April 13, 2024.

Recommendation

It is recommended that the Board of Trustees give approval for the Butte College Athletics Department to include alcohol as part of the Crab Feed Fundraiser and Corn Hole Tournament Fundraiser.

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

September 13, 2023

Subject: Approval of Out of State Student Travel – Ashland, Oregon	Item No: 23-8491 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Instruction	Action Regular <input checked="" type="checkbox"/> <input type="checkbox"/> Information Consent <input type="checkbox"/> <input checked="" type="checkbox"/>
Submitted By: Erik Shearer, Vice President	Approved By:  _____ Virginia L. Guleff Superintendent/President

Background

The English 25 - Introduction to Shakespeare class has planned a trip to Ashland, Oregon, to see the play *Twelfth Night* at the Oregon Shakespeare Festival. Molly Emmons will chaperone the trip, along with several other faculty members. Instructors of other literature classes will also bring a few of their students.

The goal of this trip for Shakespeare and literature students is to see the profound difference between a Shakespeare play as it is read on the page and the play as it is acted on the stage.

Status

Butte College Shakespeare students are being given an opportunity to attend a live theatrical experience at the Oregon Shakespeare Festival in Ashland, Oregon, widely regarded as the best Shakespeare company in the United States. The trip will take place over one day, driving up on Friday, October 13, 2023, and returning early in the morning on October 14, 2023. Students will be accompanied by Introduction to Shakespeare instructor, Molly Emmons. Additional faculty who will be attending include English Department faculty Tim Hayes and others.


Butte College employees will pay their own way, and English students will pay their own way.

Recommendation

It is recommended the Board authorize out-of-state travel for students to Ashland, Oregon, from October 13 through October 14, 2023, to see the Shakespearean play *Twelfth Night* accompanied by Molly Emmons and Tim Hayes.

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

September 13, 2023

Subject: Approval of Out of State Student Travel – Ashland, Oregon	Item No: 23-8492 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Student Services	Action Regular <input checked="" type="checkbox"/> <input type="checkbox"/> Information Consent <input type="checkbox"/> <input checked="" type="checkbox"/>
Submitted By: Brad Zuñiga, Vice President	Approved By:  _____ Virginia L. Guleff Superintendent/President

Background

The Drama Club raised funds in the Spring of 2020 and is finally in a healthy enough position to use the funding for the next generation of Butte College students. They have planned a trip to Ashland, Oregon, to see the several plays at the Oregon Shakespeare Festival. Kevin Muster will chaperone the trip. The Drama Club traveled to Eugene, Oregon with the previous Drama Club Advisor in 2019 with no other faculty.

Status

The goal of this trip is to inspire the drama club members as we will be producing a play at the end of the semester in the black box theatre. It will be the only production this semester in the drama department. Viewing performances of professional actors will help define specific work that needs be done by the drama club actors and stage management crew.


The Oregon Shakespeare Festival in Ashland, Oregon, is widely regarded as the best Shakespeare company in the United States. The trip will take place over two days, driving up on Friday, October 13, 2023, and returning the afternoon of October 15th, 2023. Students will be accompanied by Drama Club Advisor, Kevin Muster.

Recommendation

It is recommended the Board authorize out-of-state travel for students to Ashland, Oregon, from October 13 through October 15, 2023, to see the several plays accompanied by Kevin Muster.

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

September 13, 2023

Subject: Appointment of Measure J Citizens' Bond Oversight Committee Member	Item No: 23-8493 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 Assistant Superintendent/ Vice President	Approved By:  <hr/> Virginia L. Guleff Superintendent/President

Background

In compliance with Proposition 39, the Board of Trustees appointed an independent Measure J Citizens' Bond Oversight Committee on March 22, 2017 to inform the public concerning the District's expenditure of revenues received from the sale of Measure J bonds authorized by voters in the November 8, 2016 general election. The Citizens' Bond Oversight Committee shall consist of at least seven members each to serve for a term of two years without compensation and for no more than three consecutive terms. The Citizens' Bond Oversight Committee shall be comprised as follows: (1) One member shall be active in a business organization representing the business community located within the district; (2) One member shall be active in a senior citizens' organization; (3) One member shall be active in a bona fide taxpayers' organization; (4) One member shall be a student who is both currently enrolled in the district and active in a community college group, such as student government; (5) One member shall be active in the support and organization of a community college such as a member of an advisory council or foundation; and (6) Two members shall be at-large community members.

Status

In order to maintain compliance with the statutory requirements for committee membership, the Board must appoint new members to a 2-year term. The proposed appointee meets the statutory requirements for membership.

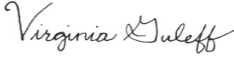
Recommendation

It is recommended the Board of Trustees appoint the following person to serve a 2-year term on the Measure J Citizens' Bond Oversight Committee commencing October 1, 2023 – September 30, 2025:

Business/Community Representatives
Joseph Sharpe, Member at Large

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

September 13, 2023

Subject: Authorization to Destroy Class 3 – Disposable Records	Item No: 23-8494 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Administration	Action Regular <input checked="" type="checkbox"/> <input type="checkbox"/> Information Consent <input type="checkbox"/> <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Assistant Superintendent/ Vice President	Approved By:  <hr/> Virginia L. Guleff Superintendent/President

Background

Title 5 of the California Code of Regulations Subchapter 2.5 Sections 59020 - 59033 allows for the classification, retention and destruction of district records.

Status

Title 5, commencing with Section 59025 allows for the destruction of Class 3 – Disposable Records that have been retained for at least three fiscal years after the year in which they were originally created. In accordance with Board Policy 3310 and Administrative Procedure 3310, a list of records recommended for destruction must be submitted to the Board of Trustees to specify that the identified records are to be destroyed. No records included on the attached list are in conflict with applicable laws, regulations or District procedures.

Recommendation

It is recommended that the Board authorize the destruction of records as listed in accordance with Administrative Procedure 3310.

DISPOSABLE RECORDS DESTRUCTION INVENTORY

Board of Trustees

September 13, 2023

Box #	Fiscal Yr	Dept.	Description	Destroy Date
14	2012-2013	Business Services	Cash in County Acct 19110 (7/12-6/13)	7/1/2018
15	2012-2014	Business Services	Clearing Acct Recons 19121, 19122; Bofa A, Wells Fargo; Fd 01,11,12,32,34 (Feb 13-Sept 13)	7/1/2018
17	2012-2013	Business Services	Clearing Acct Recons; Fd 03,11,12,33,34; Bof A, Wells Fargo (7/12-1/13)	7/1/2018
11	2011-2014	Business Services	ATR Deposit Receipts & JE's 1/12-12/13	7/1/2019
16	2013-2014	Business Services	Clearing Acct Recons 19121, 19122; Bofa A, Wells Fargo; Fd 01,11,12,32,34 (Oct 13-May 13)	7/1/2019
20	2013-2014	Business Services	Journal Entries 6/13-11/13	7/1/2019
22	2008-2013	Business Services	Payroll Fund Transfers	7/1/2019
29	2013-2014	Business Services	Vender Checks Registers Nov 13-Feb 14	7/1/2019
30	2013-2014	Business Services	Vendor Check Registers Jul 13-Oct 13	7/1/2019
31	2013-2014	Business Services	Vnder Checks Registers Mar 14-June 14	7/1/2019
50	2013-2014	Business Services	Account Payable COO-DE	7/1/2019
57	2013-2014	Business Services	Accounts Payable Hom-K	7/1/2019
58	2014/2015	Auxiliary Services	Paid rental invoices	7/1/2020
23	2012-2013	Business Services	Refunds Fall 12 H-Z	7/1/2020
28	2011-2012	Business Services	Student Refunds Spring 2012 A-Z	7/1/2020
11	2014-2015	Business Services	Fin Aid Files: Month-end recs/journals, student aid paid loans, EOPS paid loans, Bank loan recs, COTOP collections, BIA/AMCO & other local pmts Chafee ck copies, FA check copies ck run breakdown	7/1/2020
90	2012-2015	Payroll	Vendor Checks	7/1/2020
91	2012-2015	Payroll	Vendor Checks	7/1/2020
92	2015/2016	Auxiliary Services	Paid rental invoices	7/1/2021
13	2015-2016	Business Services	Budget Transfer	7/1/2021
27	2015-2016	Business Services	Student Refund IW 16 A-G-SP16 A-Z	7/1/2021
66	2015/16	Business Services	Final Aid Documents: Copies of paper checks, paid book/emergency loans, Paid EOPS loans, BIA payments, AMCO payments, copies of chafee checks, month-end reconciliations, cotop collections, Unused bork, loan applications FY 12-13-FY15-16 Alternative loans FY 14/15 CCCS, Ford, Gear VO oayments	7/1/2021
83	2017-2018	Payroll	Hourly Timesheets Classified, Temporary, Non-instructional	7/1/2021
86	2017-2018	Payroll	Payroll Vender Payments	7/1/2021
87	2017-2018	Payroll	Student Assistant Timesheets A-M	7/1/2021
88	2017-2018	Payroll	Student Assistant Timesheets N-Z	7/1/2021
1	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
2	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
3	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
4	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
5	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
6	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
7	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
8	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
9	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
10	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
11	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
12	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
13	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
14	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
15	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
16	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
17	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
18	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
19	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
20	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
21	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
22	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
23	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
24	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
25	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
26	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022

DISPOSABLE RECORDS DESTRUCTION INVENTORY

Board of Trustees

September 13, 2023

Box #	Fiscal Yr	Dept.	Description	Destroy Date
46	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
47	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
48	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
49	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
50	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
51	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
52	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
53	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
54	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
55	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
56	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
57	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
58	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
59	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
60	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
61	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
62	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
63	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
64	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
65	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
66	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
67	2016/2017	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2022
68	2017 & Prior	Auxiliary Services	Miscellaneous	7/1/2022
94	2016-2017	Business Office	General Journal Entries for Fund 51 & 52 & POS & Bofa Receipts (BookStore & Dining Services)	7/1/2022
1	2016-2017	Business Services	16/17 FY Student Refund From Prior Years	7/1/2022
2	2016-2017	Business Services	Account Payable US Bank June 16-Oct. 22	7/1/2022
3	2016-2017	Business Services	Accounts Payable Golden Rod Travel	7/1/2022
4	2016-2017	Business Services	Accounts Payable McCas-Micz	7/1/2022
5	2016-2017	Business Services	Accounts Payable PO Golden Rods	7/1/2022
6	2016-2017	Business Services	Accounts Payable SI-ST	7/1/2022
7	2016-2017	Business Services	Accounts Payable SU-TRI	7/1/2022
8	2016-2017	Business Services	Accounts Payable TRO-VA	7/1/2022
9	2016-2017	Business Services	Accounts Payable US Bank Nov-Feb + US Bank PO's (Open)	7/1/2022
10	2016-2017	Business Services	Accounts Payable WIN-ZU	7/1/2022
12	2014-2015	Business Services	Bank Recs Acct 19121, 19122 Fd 51, 52 Bookstore (Fd 51) Food Svc (Fd 52) 7/14- 6/17	7/1/2022
18	2017	Business Services	COTOP Letters A-F	7/1/2022
19	2017	Business Services	COTOP Letters M-S	7/1/2022
21	2015-2016	Business Services	Journal Entries 7/15-1/16	7/1/2022
24	2012-13	Business Services	Refunds Summer 12 A-Z; Fall 12 A-G	7/1/2022
25	2016-2017	Business Services	SAR January-March 2017	7/1/2022
26	2016-2017	Business Services	SAR Nov,Dec 2016	7/1/2022
97	2016-2017	Business Services	Account Payable PO Golden Rods	7/1/2022
64	2016-2017	Business Services	Vendor check runs and Bank Mobile (3/17 thru 6/17)	7/1/2022
65	2016-2017	Business Services	Vendor Check runs and Bank Mobile (10/16 thru 3/17)	7/1/2022
32	2016-2017	Business Services	Accounts Payable US Banks Mar-May + Misc. Folder US Banks	7/1/2022
33	2016-2017	Business Services	Accounts Payable VER-WIL	7/1/2022
34	2016-2017	Business Services	AR Invoices	7/1/2022
35	2016-2017	Business Services	Bofa & WF Clearing 9/16-4/17	7/1/2022
36	2017	Business Services	COTOP Letters G-M	7/1/2022
37	2016-2017	Business Services	COTOP Letters T-Z	7/1/2022
38	2015-2016	Business Services	General Journal Entries for Fund 51 & 52	7/1/2022
39	2015-2017	Business Services	Journal Entries 2/16-7/16	7/1/2022
40	2016-2017	Business Services	Journal Entries 8/16-2/17	7/1/2022
41	2017	Business Services	SAR Feburary- May 2017	7/1/2022
42	2018	Business Services	SAR June- September 2018	7/1/2022
43	2017	Business Services	SAR November-January 2017	7/1/2022
44	2018	Business Services	SAR October- January 2018	7/1/2022
95	2016-2017	Business Services	Bofa & WF Clearing 2/16-8/16	7/1/2022
45	2015-2017	Business Services	Vendor Checks Regrsters May 2016- Sept 2016	7/1/2022

DISPOSABLE RECORDS DESTRUCTION INVENTORY

Board of Trustees
September 13, 2023

Box #	Fiscal Yr	Dept.	Description	Destroy Date
46	2016-2017	Business Services	Accounts Payable CenK-CK	7/1/2022
47	2016-2017	Business Services	Accounts Payable C-Cenj	7/1/2022
48	2016-2017	Business Services	Accounts Payable Ge-Hann	7/1/2022
49	2016-2017	Business Services	Accounts Payable SA-SIL	7/1/2022
51	2016-2017	Business Services	Accounts Payable As-Bes	7/1/2022
52	2016-2017	Business Services	Accounts Payable Bet-Butte-College B-Z	7/1/2022
53	2016-2017	Business Services	Accounts Payable CL-CZ	7/1/2022
54	2016-2017	Business Services	Accounts Payable D-DiL	7/1/2022
55	2016-2017	Business Services	Accounts Payable Em-Fec	7/1/2022
56	2016-2017	Business Services	Accounts Payable Fed-Gd	7/1/2022
58	2016-2017	Business Services	Accounts Payable Inf-Jz	7/1/2022
59	2016-2017	Business Services	Accounts Payable LO-McCar	7/1/2022
60	2016-2017	Business Services	Accounts Payable Mid-Mz	7/1/2022
61	2016-2017	Business Services	Accounts Payable N-O	7/1/2022
62	2016-2017	Business Services	Accounts Payable Office Depot	7/1/2022
63	2016-2017	Business Services	Accounts Payable RID-RUT	7/1/2022
64	2016-2017	Business Services	Accounts Payable A-AI	7/1/2022
65	2016-2017	Business Services	Fin. Aid Documents: Month-end reconciliations, copies of paper FA checks, Paid Book/Emergency/EOPS loans, BIA/AMCO/CCCS pmts, copies of chafee checks, 16/17 prior ear recoveries of loans, 15/16 Proior Year recoveries of loans COTOP Collections	7/1/2022
67	2016-2017	Business Services	SAR Aug 19, 2016-Oct 31, 2016	7/1/2022
68	2016-2017	Business Services	Accounts Payable Am-Ar	7/1/2022
69	2016-2017	Business Services	Accounts Payable Butte College Food Services BZ	7/1/2022
70	2016-2017	Business Services	Accounts Payable Dim-Elz	7/1/2022
71	2016	Business Services	Accounts Payable Hano-Ine	7/1/2022
72	2016-2017	Business Services	Accounts Payable K-Ln	7/1/2022
73	2016-2017	Business Services	Accounts Payable PH-RiC	7/1/2022
74	2016-2017	Business Services	Accounts Payable P-PG&E 2022	7/1/2022
75	2012/2013	Business Services	Grants/ Contracts/ Categoricals A-L	7/1/2022
76	2012/2013	Business Services	Grants/ Contracts/ Categoricals M-Z	7/1/2022
77	2016/2017	Business Services	SAR July 2016-Aug 18, 2016	7/1/2022
78	2017	Bussiness office	AR Deposits-Checks	7/1/2022
79	2016-2017	Foundation	20000-25532	7/1/2022
80	2015-2017	Foundation	Post Reports, Journals, Bank Budgets, P and R- Reports	7/1/2022
81	2016-2017	Foundation	25535-26297	7/1/2022
82	2016-2017	Foundation	26319-26730 BOFA Statements Rabo Bank Statements Payden & Rygel investment Reports	7/1/2022
84	2014-2015	Payroll	NC Payroll SN Student Assistant Timesheet (7/1/14-1/25/15)	7/1/2022
85	2014-15	Payroll	NC Payroll Working Files Unum & MES Vendor Files. Days & Hours TN reports. FW5, BW, EOPS, W5	7/1/2022
89	2015-2017	Payroll	Vendor Checks	7/1/2022
92	2016-2017	Payroll	Vendor reports/CKS; EDD Audits; Dir Dep ACH; Term credit; P1 yellow; Foundation Invoices	7/1/2022
93	2015-2016	Payroll	Vendor Repts/CKS 13-14/14-15/15-16, Found Invoices 15-16; NF Dir Dep ACH 15-16, P1's 15-16; Term credit 15-16, EDD Audits 15-16	7/1/2022
96	2015-2017	Payroll	Vendor Checks	7/1/2022
97	2017/2018	Auxiliary Services	Paid rental invoices	7/1/2023
98	2017/2018	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2023
99	2017/2018	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2023
100	2017/2018	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2023
101	2017/2018	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2023
102	2017/2018	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2023
103	2017/2018	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2023
104	2017/2018	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2023
105	2017/2018	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2023
106	2017/2018	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2023
107	2017/2018	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2023
108	2017/2018	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2023
109	2017/2018	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2023
110	2017/2018	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2023

DISPOSABLE RECORDS DESTRUCTION INVENTORY

Board of Trustees

September 13, 2023

Box #	Fiscal Yr	Dept.	Description	Destroy Date
111	2017/2018	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2023
112	2017/2018	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2023
113	2017/2018	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2023
114	2017/2018	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2023
115	2017/2018	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2023
116	2017/2018	Auxiliary Services	Sales Reports, A/P, A/R, Register Receipts, Requisitions	7/1/2023
15	2017-2018	Business Services	WF & BofA Analysis Fees (6/12-6/18), BofA Daily ACH (7/16-5/18)	7/1/2023
1	2017-2018	Business Services	Bof A & WF clearing	7/1/2023
2	2016-2018	Business Services	ATR Deposits-Receipts & JEs	7/1/2023
5	2017-2018	Business Services	Journal Entries (8/17-4/18)	7/1/2023
7	2018	Business Services	AR Deposits-Checks (Jan-June)	7/1/2023
8	2017-2018	Business Services	Sponsorships Alliance-Workmans Comp LRC Dor-Veterans-Law	7/1/2023
14	2004-2018	Business Services	Cancelled Payroll checks	7/1/2023
25	2017-2018	Business Services	Accounts Payable ON-POW	7/1/2023
29	2017-2018	Business Services	BO Golden Rods	7/1/2023
31	2017-2018	Business Services	Accounts Payable WHI-ZORN	7/1/2023
32	2017-2018	Business Services	Accounts Payable U.S. Bank Cal Card March 2018-May 2018	7/1/2023
45	2017-2018	Business Services	Accounts Payable PRA-REE	7/1/2023
49	2017-2018	Business Services	Accounts Payable T-Unicon	7/1/2023
61	2016-2017	Business Services	SAR April - July 2017	7/1/2023
3	2016-2018	Business Services	Journal Entries (3/17-7/17)	7/1/2023
4	2013-2018	Business Services	Payroll Fund Transfers	7/1/2023
6	2017-2018	Business Services	Fds 51 + 52 JE's, POs, BofA receipts	7/1/2023
9	2015-2018	Business Services	Cash in County 19110 (6/16-2/18)	7/1/2023
12	2011-2018	Business Services	cancelled vendor checks, cancelled TX V & PR checks	7/1/2023
13	2003-2018	Business Services	C-Transfers 2013-14 -> 2016-17, C-Transfer logs 2003-04-> 2017-18	7/1/2023
16	2016-2017	Business Services	Budget Transfer & closeout Entries	7/1/2023
17	2016-2017	Business Services	Journals & Closeout Entries	7/1/2023
18	2017-2018	Business Services	Foundation 26743-26753, Bank of Am. Bank statements, Journal Entries, Payden & Rygel, Accounts Payable reports, voided checks, deposits	7/1/2023
19	2016-2017	Business Services	Student Refunds SU16 A-Z-FA16 A-S	7/1/2023
20	2017-2018	Business Services	Accounts Payable SIS-SZ	7/1/2023
21	2017-2018	Business Services	Accounts Payable MCM-MONS	7/1/2023
22	2017-2018	Business Services	Accounts Payable DEM-EDR	7/1/2023
23	2017-2018	Business Services	Accounts Payable I-J	7/1/2023
24	2017-2018	Business Services	Accounts Payable LOV-MCL	7/1/2023
26	2017-2018	Business Services	Accounts Payable S-SIR	7/1/2023
27	2017-2018	Business Services	Accounts Payable REF-RY	7/1/2023
28	2017-2018	Business Services	Accounts Payable K-LOU	7/1/2023
30	2017-2018	Business Services	Accounts Payable AM-BAQ	7/1/2023
33	2017-2018	Business Services	Vender check runs and Bank mobile (12-17 thru 4-18)	7/1/2023
34	2017-2018	Business Services	Foundation 20000-25568	7/1/2023
35	2016-2017	Business Services	Student Refunds FA16 T-Z - SP17 A-Z	7/1/2023
36	2017-2018	Business Services	Foundation 25571-26741	7/1/2023
37	2017-2018	Business Services	Accounts Payable EDS-EZ	7/1/2023
38	2017-2018	Business Services	Accounts Payable GAR-GZ	7/1/2023
39	2017-2018	Business Services	Accounts Payable Butte Community-CAB	7/1/2023
40	2017-2018	Business Services	Accounts Payable CITIGROUP-COLN (July-March)	7/1/2023
41	2017-2018	Business Services	Accounts Payable F-GAQ	7/1/2023
42	2017-2018	Business Services	SAR (Aug-Oct 2017)	7/1/2023
43	2017-2018	Business Services	Accounts Payable ZU-ZZ, Travel/Team Travel Golden Rods	7/1/2023
44	2017-2018	Business Services	Accounts Payable BP-Butte College Z	7/1/2023
46	2017-2018	Business Services	Accounts Payable BAR-BOZ	7/1/2023
47	2017-2018	Business Services	Accounts Payable CB-CITIGROUP April-June	7/1/2023
48	2017-2018	Business Services	Accounts Payable Office Depot	7/1/2023
50	2017-2018	Business Services	Accounts Payable MONT-OM	7/1/2023
51	2017-2018	Business Services	Accounts Payable H	7/1/2023
52	2017-2018	Business Services	Accounts Payable U.S. Bank Cal Card June 2017 - Aug. 2017 +MISC.	7/1/2023
53	2017-2018	Business Services	Student Refunds: FA17 (T-Z) IW-18 to SP18 & prior year refunds	7/1/2023
54	2017-2018	Business Services	Accounts Payable U.S. Bank Cal Card Sept. 2017 - Nov. 2017+ MISC.	7/1/2023

DISPOSABLE RECORDS DESTRUCTION INVENTORY

Board of Trustees
September 13, 2023

Box #	Fiscal Yr	Dept.	Description	Destroy Date
55	2017-2018	Business Services	Accounts Payable UPS-WHE	7/1/2023
56	2017-208	Business Services	Accounts Payable COLO-DELZ	7/1/2023
57	2017-2018	Business Services	Student Refunds: SU17-FA17 (A-S)	7/1/2023
58	2017-2018	Business Services	Accounts Payable U.S. Bank Cal Card Dec. 2017-Feb. 2018 +MISC	7/1/2023
59	2017-2018	Business Services	Accounts Payable A-AIZ	7/1/2023
60	2017-2018	Business Services	PO Golden Rds	7/1/2023
63	2017-2018	Business Services	COTOP M-Z	7/1/2023
66	2015-2016	Business Services	Restricted Fund 12 M-S	7/1/2023
67	2015-2016	Business Services	Restricted Fund 12 A-L	7/1/2023
68	2015-2016	Business Services	Restricted Fund 12 T-Z	7/1/2023
10	2017-2018	Business Services	Fin aid documents month-end recs, copies of FA checks, Paid Book/Emergency/EOPS loans, BIA/AMCO/CCCS payments, copies of Chaffee Checks, prior yr recoveries of loans, COTOP Collections	7/1/2023
62	1/31/18 & prior	Payroll	Inactive RC & RF EE Wage Garnishments	7/1/2023
23-1	2012	A&R	fall 2012 - add/drops (distance ed reg)	8/1/2023
23-2	2012	A&R	SP12 done - add/drops (distance ed reg)	8/1/2023
23-3	2012	A&R	SU12 Processed - add/drop (distance ed reg)	8/1/2023
23-4	2013	A&R	Fall 2013 - add/drops (distance ed reg)	8/1/2023
23-5	2013	A&R	Processed - add/drop (distance ed reg)	8/1/2023
23-6	2013	A&R	Spring 2013 - add/drop (distance ed reg)	8/1/2023
23-7	2013	A&R	SU'13 Done - add/drops (distance ed reg)	8/1/2023
23-8	2014	A&R	Fall 2014 - adds/drops (distance ed reg)	8/1/2023
23-9	2014	A&R	Spring 2014 - adds/drops (distance ed reg)	8/1/2023
23-10	2014	A&R	Summer 2014 - add/drops (distance ed reg)	8/1/2023
23-11	2015	A&R	Fall 2015 - add/drops (distance ed reg)	8/1/2023
23-12	2015	A&R	Spring 2015 - add/drops (distance ed reg)	8/1/2023
23-13	2015	A&R	Summer 2015 - add/drops (distance ed reg)	8/1/2023
23-14	2015	A&R	Winter 2015 - add/drops (distance ed reg)	8/1/2023
23-15	2016	A&R	Fall 2016 - add/drops (distance ed reg)	8/1/2023
23-16	2016	A&R	Spring 2016 - add/drops (distance ed reg)	8/1/2023
23-17	2016	A&R	Summer 2016 - add/drops (distance ed reg)	8/1/2023
23-18	2016	A&R	Winter 2016 - add/drops (distance ed reg)	8/1/2023
23-19	2017	A&R	Fall 2017 - add/drops (distance ed reg)	8/1/2023
23-20	2017	A&R	Spring 2017 - add/drops (distance ed reg)	8/1/2023
23-21	2017	A&R	Summer 2017 - add/drops (distance ed reg)	8/1/2023
23-22	2017	A&R	Winter 2017 - add/drops (distance ed reg)	8/1/2023
23-23	2018	A&R	Fall 2018 - add/drops (distance ed reg)	8/1/2023
23-24	2018	A&R	Spring 2018 - add/drops (distance ed reg)	8/1/2023
23-25	2018	A&R	Summer 2018 - add/drops (distance ed reg)	8/1/2023
23-26	2018	A&R	Winter 2018 - add/drops (distance ed reg)	8/1/2023
23-27	2019	A&R	Fall 2019 - add/drops (distance ed reg)	8/1/2023
23-28	2019	A&R	Spring 2019 - add/drops (distance ed reg)	8/1/2023
23-29	2019	A&R	Summer 2019 - add/drops (distance ed reg)	8/1/2023
23-30	2019	A&R	Winter 2019 - add/drops (distance ed reg)	8/1/2023
23-31	2020	A&R	2020 Fall - correspondence (distance ed reg)	8/1/2023
23-32	2020	A&R	2020SP Adds with Problems (distance ed reg)	8/1/2023
23-33	2020	A&R	2020 Spring - correspondence (distance ed reg)	8/1/2023
23-34	2020	A&R	2020 Summer - correspondence (distance ed reg)	8/1/2023
23-35	2020	A&R	2020 Summer Adds per instructor - add cards (distance ed reg)	8/1/2023
23-36	2020	A&R	2020 Summer Adds problems - add card (distance ed reg)	8/1/2023
23-37	2020	A&R	2020 Summer Adds with Pre or Co-Requisite Overrides - add cards (distance ed reg)	8/1/2023
23-38	2020	A&R	2020FA Adds per Instructor - add cards (distance ed reg)	8/1/2023
23-39	2020	A&R	2020FA Adds with Problems - add cards (distance ed reg)	8/1/2023
23-40	2020	A&R	2020FA Adds with Unresolved Problems - add cards (distance ed reg)	8/1/2023
23-41	2020	A&R	2020FA Audits (distance ed reg)	8/1/2023
23-42	2020	A&R	2020FA General Process Info - correspondence (distance ed reg)	8/1/2023
23-43	2020	A&R	2020FA Late Adds Dean Approval - add card (distance ed reg)	8/1/2023
23-44	2020	A&R	2020FA No Contract Needed - add cards (distance ed reg)	8/1/2023
23-45	2020	A&R	2020FA Not Processed Conflict Enrollment (distance ed reg)	8/1/2023
23-46	2020	A&R	2020FA Processed Conflict Enrollment (distance ed reg)	8/1/2023

DISPOSABLE RECORDS DESTRUCTION INVENTORY


Board of Trustees

September 13, 2023

Box #	Fiscal Yr	Dept.	Description	Destroy Date
23-47	2020	A&R	2020FA Reinstates or Section Changes - correspondence (distance ed reg)	8/1/2023
23-48	2020	A&R	2020SP - add cards/correspondence (distance ed reg)	8/1/2023
23-49	2020	A&R	Winter 2020 - add cards/correspondence (distance ed reg)	8/1/2023
23-50	2020	A&R	2020FA Cosmo Adds	8/1/2023
23-51	2020	A&R	2020FA Drops	8/1/2023
23-52	2020	A&R	2020FA Fires - drops for students affected by past fires	8/1/2023
23-53	2020	A&R	2020FA Late Adds - add cards approved by dean	8/1/2023
23-54	2020	A&R	2020FA Not Processed Conflict Enrollment	8/1/2023
23-55	2020	A&R	2020FA Overrides Conflicting Enrollment - add cards	8/1/2023
23-56	2020	A&R	2020FA Processed Conflicting Enrollment	8/1/2023
23-57	2020	A&R	2020FA Reinstates	8/1/2023
23-58	2020	A&R	2020FA Section Changes	8/1/2023
23-59	2020	A&R	2020IW - add/drops/correspondence	8/1/2023
23-60	2020	A&R	2020SP Reinstates	8/1/2023
23-61	2020	A&R	2020SU Reinstates	8/1/2023
23-62	2020	A&R	Change of Information Forms	8/1/2023
23-63	2020	A&R	Unit Overload Petitions - UOP sent over by counseling	8/1/2023
23-64	2020	A&R	COVID 19 Drops Processed - drop cards	8/1/2023
23-65	2020	A&R	DistanceEd Reg - add card sent to both admin and DER emails	8/1/2023
23-66	2020	A&R	Emails w/ Info - correspondence	8/1/2023
23-67	2020	A&R	Faculty/Staff Correspondence	8/1/2023
23-68	2020	A&R	Student Correspondence	8/1/2023
23-69	2020	A&R	Transcript/Verification/LOPR Forms - various correspondence	8/1/2023
23-70	2020	A&R	2020SP Emails re: K-12 transcript requests	8/1/2023
23-71	2020	A&R	2020SP Emails re: BRN transcript requests	8/1/2023
23-71	2020	A&R	2020SU Emails re: RT transcript requests	8/1/2023
23-72	2020	A&R	2020SU Emails re: transcript evaluations	8/1/2023
23-73	2019	A&R	2019 Emails re: verification requests	8/1/2023
23-74	2018	A&R	2018 Emails re: verification requests	8/1/2023
23-75	2018-2019	A&R	Class 3 Scanned documents	8/1/2023
23-76	2018-2019	A&R	Class 3 Scanned documents	8/1/2023
23-77	2018-2019	A&R	Class 3 Scanned documents	8/1/2023
23-78	2018-2019	A&R	Class 3 Scanned documents	8/1/2023
23-79	2018-2019	A&R	Class 3 Scanned documents	8/1/2023
23-80	2018-2019	A&R	Class 3 Scanned documents	8/1/2023
23-81	2018-2019	A&R	Class 3 Scanned documents	8/1/2023
23-82	2018-2019	A&R	Class 3 Scanned documents	8/1/2023
23-83	2018-2019	A&R	Class 3 Scanned documents	8/1/2023
23-84	2018-2019	A&R	Class 3 Scanned documents	8/1/2023
23-85	2013-2016	A&R	Business/Budget/Payroll	8/1/2023
23-86	2015-2017	A&R	Business/Budget/Payroll	8/1/2023
23-87	2017-2019	A&R	Scanned Official Transcripts	8/1/2023
23-88	2018-2019	A&R	Scanned Official Transcripts	8/1/2023
23-89	2016-2019	A&R	Loss of Priority Reg. Appeals	8/1/2023
23-91	2018	A&R	Add/Drop Enrollment Cards	8/1/2023
23-92	2018	A&R	Add/Drop Enrollment Cards	8/1/2023
23-93	2018	A&R	Add/Drop Enrollment Cards	8/1/2023
23-94	2018	A&R	Add/Drop Enrollment Cards	8/1/2023
23-95	2015-2019	A&R	Add/Drop Enrollment Cards	8/1/2023
23-96	2019-2020	A&R	Class 3 Scanned documents	8/1/2023
23-97	2019-2020	A&R	Class 3 Scanned documents	8/1/2023
23-98	2019-2020	A&R	Class 3 Scanned documents	8/1/2023
23-99	2019-2020	A&R	Class 3 Scanned documents	8/1/2023
23-100	2019-2020	A&R	Class 3 Scanned documents	8/1/2023
23-101	2019-2020	A&R	Class 3 Scanned documents	8/1/2023
23-102	2020	A&R	Class 3 Scanned documents	8/1/2023
23-103	2020	A&R	Class 3 Scanned documents	8/1/2023
23-90	2014-2017		Loss of Priority Reg. Appeals	8/1/2023

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

September 13, 2023

Subject: Approval and/or Ratification of Personnel Actions	Item No: 23-8495 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 Assistant Superintendent/ Vice President	Approved By:  <hr/> Virginia L. Guleff Superintendent/President

Recommendation

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

Management*

1. Employment of Director, Enterprise Systems (IT) – Madeline Bird
Full-time, 40 hours per week, 12 months per year
Salary: MSC - 19
Effective: September 1, 2023
2. Employment of Supervisor, Student Services (Welcome Center) – Kristina Barger
Full-time, 40 hours per week, 12 months per year
Salary: MSC - 9
Effective: September 5, 2023
3. Employee working Out-of-Class, Executive Assistant, Superintendent/President and Board of Trustees – Melissa Cafferata-Ainsworth
Effective: 8/1/23 – 6/30/24

Academic*

4. Employment of Full-Time, Temporary, Non-Tenure Track, Grant Funded, Nursing Instructor – Kristin Sinha
Salary: Placement on the Academic Salary Schedule as determined by education and experience
Effective: August 1, 2023 – May 24, 2024
5. Employment of Full-Time, Temporary, Non-Tenure Track, Nursing Instructor – Robert Smith
Salary: Placement on the Academic Salary Schedule as determined by education and experience
Effective: August 1, 2023 – December 15, 2023

6. Employment of Full-Time, Temporary, Non-Tenure Track, Welding/AET Instructor – Jared Parker
Salary: Placement on the Academic Salary Schedule as determined by education and experience
Effective: August 1, 2023 – May 24, 2024
7. Employment of Full-Time, Temporary, Non-Tenure Track, Welding Instructor – Jacob Ward
Salary: Placement on the Academic Salary Schedule as determined by education and experience
Effective: August 1, 2023 – May 24, 2024
8. Employment of Full-Time, Temporary, Non-Tenure Track, Grant Funded, Drafting, MFG & ITEC Instructor – Phillip Manning
Salary: Placement on the Academic Salary Schedule as determined by education and experience
Effective: August 1, 2023 – May 24, 2024
9. Employment of Full-Time, Temporary, Non-Tenure Track, Grant Funded, Drafting, MFG & ITEC Instructor – Logan Zeigenmeyer
Salary: Placement on the Academic Salary Schedule as determined by education and experience
Effective: August 1, 2023 – May 24, 2024
10. Employment of Full-Time, Temporary, Non-Tenure Track, Biology Instructor – Elizabeth Bianchini
Salary: Placement on the Academic Salary Schedule as determined by education and experience
Effective: August 1, 2023 – May 24, 2024
11. Employment of Full-Time, Temporary, Non-Tenure Track, Grant Funded, Agriculture Science/Agriculture Business Instructor – Geoffrey Koch
Salary: Placement on the Academic Salary Schedule as determined by education and experience
Effective: August 1, 2023 – May 24, 2024
12. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Chico Unified School District) – Nicole Ament
Effective: August 15, 2023 - June 30, 2024
13. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Gridley Unified School District) – Steve Allard
Effective: August 8, 2023 - June 30, 2024
14. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – CORE Butte Charter) – Leslie Ruby
Effective: August 8, 2023 - June 30, 2024
15. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – CORE Butte Charter) – Scott Bootman
Effective: August 7, 2023 - June 30, 2024
16. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Orland Unified School District) – Samantha Bright
Effective: August 7, 2023 - June 30, 2024

17. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Hamilton Unified School District) – Janice Lohse
Effective: July 31, 2023 - June 30, 2024
18. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Oroville Union High School District) – Taren Allen
Effective: August 17, 2023 - June 30, 2024
19. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Paradise Unified School District) – Douglas Carroll
Effective: August 21, 2023 - June 30, 2024
20. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Hamilton Unified School District) – Ashley Hautala
Effective: August 21, 2023 - June 30, 2024
21. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – CORE Butte Charter) – Nathan Collins
Effective: August 21, 2023 - June 30, 2024
22. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Oroville Union High School District) – Karsten Anderson, Samantha Muntifering, Marta Shaffer, Julie Tooker
Effective: August 21, 2023 - June 30, 2024
23. Employment of Temporary Academic Employees (Instructors and Student Development)
Part-time faculty recommended for employment effective Summer Session 2023 – Herbert Funk
24. Employment of Temporary Academic Employees (Instructors and Student Development)
Part-time faculty recommended for employment effective Fall Semester 2023 – See Attachment "A".

Classified Employees*

25. Employment of Library Technician (Library) – Michael Zenkus
Full-time, 40 hours per week, 12 months per year
Salary: CSEA - 24
Effective: October 2, 2023
26. Employment of Recruitment & Outreach Technician (Welcome Center) – Raquel Pina-Holmstrom
Full-time, 40 hours per week, 12 months per year
Salary: CSEA - 25
Effective: September 8, 2023
27. Employment of Programmer/Analyst (Information Technology) – Jack Thor
Full-time, 40 hours per week, 12 months per year
Salary: CSEA - 48
Effective: October 2, 2023

28. Employment of Administrative Secretary Non-Instructional (Multicultural Programs & Services) – Doreen Ireland
Full-time, 40 hours per week, 12 months per year
Salary: CSEA - 24
Effective: September 1, 2023
29. Employment of Administrative Secretary II (Transfer Counseling) – Allison Hardeay
Full-time, 40 hours per week, 12 months per year
Salary: CSEA - 21
Effective: August 1, 2023
30. Employment of Assistant Athletic Trainer (Athletics) – Daniel Desmond
Full-time, 40 hours per week, 12 months per year
Salary: CSEA - 31
Effective: September 1, 2023
31. Employment of Lab Technician – Arts (Makerspace) – Eduardo Maximo
Full-time, 40 hours per week, 10 months per year
Salary: CSEA - 22
Effective: September 1, 2023
32. Permanent Increase from 11 months to 12 months, Student Activities Specialist (Student Life-Student Services) – Karla Guzman-Mohedano
Effective: July 1, 2023
33. Permanent Increase from 11 months to 12 months, Administrative Secretary Non-Instructional (Student Life-Student Services) – Jolie Cole-Barrett
Effective: July 1, 2023
34. Permanent Increase from 11 months to 12 months, Instructional Graphic Designer (Automotive) – Svend Kristiansen
Effective: July 1, 2023
35. Permanent Increase from 20 hours per week to 40 hours per week, Instructional Aide (Cosmetology) – Caitlin Torres
Effective: August 1, 2023
36. Reclassification of Position (Foster Kinship) – Kristin Curry
From: Special Programs Clerk (CSEA 18)
To: Administrative Secretary II (CSEA 21)
Effective: 8/1/23
37. Temporary Increase from 25 hours to 40 hours per week, Children’s Program Specialist Assistant (CDC) – Alma Cardenas
Effective: July 1, 2023

Temporary Employees*

38. **Substitutes**
Special Programs Clerk (QRC) – Katarina Caro
Salary: \$23.25 per hour 8/1/23 – 6/24/24

Administrative Secretary II (Contract Education) – Kimberly Larios

Salary: \$25.00 per hour 7/24/23 – 6/30/24

Supervisor, Student Services (Counseling) – Annabel Ortiz-Cisneros

Salary: \$40.24 per hour 9/1/23 – 6/30/24

A&R Technician II – Robin McKinley-Hall

Salary: \$23.25 per hour 8/1/23 – 12/31/23

Instructional Aide (EOPS) – Kyle Turney

Salary: \$22.75 per hour 7/1/23 – 6/30/24

Food Services Assistant II – Kristy Wan

Salary: \$17.50 per hour 7/1/23 – 8/11/23

39. **Short Term/Seasonal**

Crime Scene Actor – Cody Jellison

Salary: \$15.50 per hour 7/1/23 – 6/30/24

Manipulative Skills Assistant – Marc Reed, Alexandra Smith

Salary: \$23.75 per hour 7/1/23 – 6/30/24

Manipulative Skills/Evaluator – Barrett Butikofer, Victor De Los Santos, Michael Healy, Derek Langston, Cody McCallum, Jake Miille, Noah Ricco, Caleb Robertson, James Schnitzius, Blaine Stephens, Makaila Stirtzel, Henry Whitney

Salary: \$15.50/\$16.75 per hour 7/1/23 – 6/30/24

Chief Technology Officer (IT) – Fred Sherman

Salary: \$87.25 per hour 7/1/23 – 6/30/24

40. **Professional Expert**

Nursing – Christina Brown, Lynsey Coopriider, Twinkal Dayal, Nicole Esau, Devin Guiliano, Nichole Jolly, Julius Lantican, Delores Palmquist, Heather Randall, Anne Ring, John Underwood, Tanya Wortham

Salary: \$45.00 per hour 8/1/23 – 6/30/24

Nursing – Rebecca Beecham, Brenton Cantrell

Salary: \$45.00 per hour 8/15/23 – 6/30/24

EMT – Tyler Dullek, Courtney Silva

Salary: \$15.50 per hour 7/1/23 – 6/30/24

EMT – Margaret Chinchay, Autumn Martinelli

Salary: \$15.50 per hour 8/21/23 – 6/30/24

Sign Language Interpreter LV 5 – Joye McCormick

Salary: \$47.00 per hour 8/2/23 – 6/30/24

Medical Doctor (Student Health Clinic) – Richard Turner

Salary: \$140 per hour 7/1/23 – 6/30/24

41. **Volunteer**

Volunteer (Athletics) – Bobby Bernal-Wood, Devin Flesher, Victoria Knighten, Jeff Lopeteguy, Daviann Mallory, Ernie Rodriquez, Miguel Rubio, Jackson Whitlow

42. **Retirements/Resignations**

Retirement, Special Programs Clerk – Laurie Lazzeroni

Effective: April 1, 2024

Retirement, Administrative Secretary II (Counseling & Advising) – Vicki Heinrich

Effective: July 24, 2023

*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"

Abele, Claire
Adame, Alondra
Adams, Nicole
Alexander, Jesse
Ament, Derek
Anderson, Heidi
Anderson, Tiffani
Appel, Rolfe
Araiza, Billie
Armstrong, Elizabeth
Asbury, Timothy
Ashba, Tammy
Austin, Vera
Azevedo, Daniel
Baca, John
Bailey, Leonard
Barba, Benjamin
Battles, Cheryl
Baum, Sarah
Bedene, Miranda
Bell, James
Beltran, Peggy
Berg, Christopher
Berman, Lisa
Berry, Joannie
Bertagna, Steven
Bliss, Megan
Boek-Dominguez, Stacey
Bokavich, Casey
Bond, Joseph
Bonis, Andrea
Booth, Lillian
Bootman, Scott
Bordin, Steven
Bordoli, Guy
Boyd, Steve
Boyle, Erin
Braten, James
Brindley, Peter
Bromley, Kyleen
Brown, Robert

Buchanan, Mary
Buckstead, Christine
Butler, Brett
Buzan, Melinda
Byard, Gregory
Calip, Vincent
Calkins, Matthew
Camodeca, Michael
Campbell, Donald
Candelaria, Kelly
Cantrell, Heidi
Cardinet, Matthew
Carlile, Amanda
Carlisle, Andrei
Carlson, Devon
Cavaness, Linda
Chamness, Justin
Chase, Shelby
Chavez, Mark
Chin, Fiona
Christopher, Madeline
Chumley, Talitha
Clain, Kimberly
Cleary, Francis
Coates, Stephen
Collins, Susan
Conlan, Lance
Connolly, Brian
Cook, Alan
Cooke, Bradley
Cooper, Andrew
Corona Alcazar, Jasmine
Correa, Steven
Cowell, Aman
Cowell, Jean
Crosby, Nandi
Daly, Jennifer
Davidson, Ryan
Davila, Christian
Davis, Adria
Davis, Regina
Davison, Bryce
Demaggio, Julie

Denton, Robert
Deromedi, Lia
Devine, Shannon
Dewey, Sean
Diamond, Nicole
Dineen, Leland
Doty, Kelly
Du, Kseniya
Duch, Andrew
Duggins, Michael
Duitsman, Stan
Dunne, Anne
Dunning, Melissa
Duran-Roach, Australia
Durfield, Timothy
Dyer, Jason
Eagan, Travis
Edgmon, Michael
Edsill, Julia
Edson, Jeffrey
Efthymiou, Sarah
Ellis, Amanda
Ensslin, Teresa
Evaro, Heidi
Fairchild, Shelley
Fay, Casey
Fedrizzi, Victor
Feingold, Rick
Fellers, Ryan
Ferreira, Anthony
Ferro, Sam
Figaratto, Daniel
Fisher, Amber
Flagg, Joseph
Flores, Sheena
Forsberg, Eric
Frawley, Susan
Frazer, Cristin
Frederici, Paul
Fridrich, Tonia
Fry, Brandon
Fuchs, Delina
Funk, Herbert

Galindo, Roseanna
Garcia, Timothy
Garner, David
Gatton, Jay
Gee, Travis
Gerrard, Jeremy
Gilmette, Edward
Giusti, Ashley
Givens, Teresa
Gonzalez Iniguez, Jose
Gonzalez, Eduardo
Gordon, Scott
Gray, Santy
Greesson, Jeffrey
Griffin, Michael
Grimes, Ruth
Grothe, Kerstin
Gsell, Ryan
Gurlides, Despina
Gust, Karen
Gutierrez, Jennifer
Haasl, David
Hall, Steven
Hames, John
Hanley, Kevin
Hannah, Michael
Haraughty, Gema
Harr, Becky
Harrington, Jeffrey
Harrington, Steven
Harris, Eli
Harrison, Stephen
Hart, Daniel
Hart, Diane
Harth, Adelaide
Hartley, Laurel
Hatter, Amber
Hawkins, Zackary
Hayes, Billy
Hayes, Timothy
Hays, Jonathan
Herrera, Eric
Heston, Koby

Higbee, Jarrod
Hight, Susan
Hindman, Darrell
Hinkley, Maitlin
Hofer, Mark
Howard, Sue
Huff, Steven
Huffman, Robin
Hughes, Gary
Hull, Patrick
Hutcheson, Donald
Jenkins, Deborah
Johal, Rajdeep
Jones, Barbara
Jones, Gregory
Kaur, Amanpreet
Keating, Michael
Keen, Phillip
Kelleher, John
Kelly, Cameron
Kelso, John
Kennedy, Joseph
Kidd, Carey
Kieselbach, Tanya
Kimple, Kevin
King, Cedric
King, Daniel
Klein, John
Knowlton, Sarah
Koch, Kristen
Kongkeoviman, Bounpon
Kraemer, Finn
Kraut, Annabella
Krug, Susan
Krulder, Joseph
Kutil, Devin
Laczko, Kaitlyn
Langer, Matthew
Lara, Anthony
Larson, Tiffany
Lavin, Andrew
Lefkowitz, Todd
Liebenberg, Ibe

Light, Pauline
Lindblad, Mayu
Linderman, Preston
Llamas, Samuel
Locatelli, Daniel
Lowe, Deanna
Lucanic, James
Lucot Smith, Katherine
Lui, Diane
Lunel, Ezra
Lydon, Dean
Main, David
Maletic, Stephen
Mandel, Kristi
Maready, Aaron
Marsh, David
Marshall, Sheri
Marshall, Vincent
Martin, Jack
Martin, John
Mattos, Dustin
Maxey, Justin
McDonald, Leslie
McFadden, Greg
McJunkin, Shawn
McKenzie, Wendy
McKinnon, Lacey
McLeod-Kerr, Cortney
McMillin, Stella
Mellum, Erik
Meneley, Chris
Metroka, Wesley
Meyer, Nancy
Milburn, Shane
Minton, Douglas
Mitchell, Ryon
Moore, Ty
Morales, Lisa
Morris, Jason
Muelrath, Lani
Murphy, Mark
Murphy, Michael
Murphy, Tamara

Muster, Kevin
Nagai, Sanae
Nakamura, Ayako
Nako, Adam
Nelms, Kimberly
Nelson-Hall, Jena
Neufeld, Megan
Newton, Tyler
Nicodemus, Christopher
Nicolay, Luke
Nilsson, Sharon
Nissen, Karen
O'Hern, Casey
O'Meara, Christopher
O'Quin, Sharon
Oelrichs, Amy
Ozanne, Nick
Park, Michael
Parrott, James
Parsons, Keith
Parsons, Michelle
Patience, Hosanna
Pedeva-Fazlic, Desislava
Peeler, Sean
Peldo, Curtis
Peloso, Dominick
Perez, Jenna
Person, Johnny
Peter, Eric
Peters, Mari
Peterson, Rod
Peterson, Sue
Philbrook, Cody
Phipps, Matthew
Piazza, Jason
Pierce, Robert
Pilakowski, Michael
Ping, Jean
Pittman, David
Pollard, Jeremy
Portillo, Matthew
Pozzi, John
Price, Victoria

Rafalski, Jessica
Rathbun, Chris
Reese, Norman
Reinhardt, Dennis
Reizgeviociute, Agne
Richardson, Robert
Riley, Lorianne
Rios, Albert
Roady, Caroline
Robinson, Joanne
Robson, Devin
Rodriguez, Jesus
Roeder, Miriam
Rohrer, Judith
Ross, Stephen
Rubinoff, Ryan
Ruiz, David
Sanchez, Gloria
Sandberg, Ross
Sanders, Allen
Sanfilippo, Dominic
Saso, James
Schildhauer, Cynthia
Schillig, Selina
Schleiger, Rachel
Schmid, Joel
Schmidt, Rebecca
Scholar, Gary
Scholl, Anna
Scholl, Mark
Schwyzler, Cedric
Sederquist, Janessa
Seghieri, Richard
Shippen, Holly
Singleton, Valerie
Skinner, Kelley
Slater, Andrea
Smith, Brian
Smith, Craig
Smith, Eva
Smith, Jake
Smith, Kenneth
Smith, Olav

Smith-Peters, Bruce
Solano, Stephen
Spencer, Errin
Spencer, Ivy
Spirk, Stefan
St. Cin, Denise
Steffen, Nathan
Stevens, Belinda
Stevens, Robert
Stone, Kathy
Strahan, Lori
Strand, Krista
Sutton, Bethany
Sylvia, Kathryn
Szczepanski, Catherine
Talley-Hoffmann, Laura
Tan, Huiyuan
Tange, Mark
Teagarden, Katherine
Teixeira, Katharina
Tello, Bernadette
Thapa, Mahendra
Thomas, Crystal
Thomas, William
Thompson, Daniel
Till, Jennifer
Tochterman, Alan
Torres, Melina
Townsley, Wesley
Traulsen, Andrew
Trider, Alicia
Utnehmer, Kaitlin
Valdes, Jarrod
Van Der Linde, Juanne
Vancil, Christian
Vasquez, Crystal
Vela, Shanna
Villalba, Margarita
Vincent, Zu
Wade, Erin
Walker, Chadwick
Wall, Timothy
Wasche, Katherine

Watson, Ryan
Welton, David
Wenger, Christopher
White, Durl
White, Erin
White, Jennifer
Wicks, Michael
Williams, Dacia
Williams, Lisa
Wilson, Lauren
Winchell, Quinn
Wines, Jason
Winzenz, Thaddaeus
Wright, Kathline
Wymore, Gretel
Xiong, Moua
York, Kevin
York, Stayce
Zuniga, Yvette

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

September 13, 2023

Subject: Approval of Student Trustee Privileges	Item No: 23-8496 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Administration	Action Regular <input checked="" type="checkbox"/> Information Consent <input type="checkbox"/>
Submitted By: Virginia L. Guleff Superintendent/President	Approved By: <u>Virginia L. Guleff</u> Virginia L. Guleff Superintendent/President

Background

Per BP 2015, Student Board Member, the Board may grant the student trustee the following privileges:

- Make and second motions;
- Attend closed session, other than closed sessions on personnel or collective bargaining matters;
- Receive compensation for meeting attendance, and/or
- Serve a term commencing on May 15.

If the board grants the student member any of the following privileges, then on or before May 15 of each year, the Board shall review this policy to consider changes to the student member privileges.

Status


The Board currently grants the student trustee the privilege of making and seconding motions.

Recommendation

It is recommended that the Board approve the student member's privilege of making and seconding motions for the 2023-24 year.

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

September 13, 2023

Subject: Approval of Contracts	Item No: 23-8497 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 Assistant Superintendent/ Vice President	Approved By:  <hr/> Virginia L. Guleff 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 Assistant Superintendent/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 process and approval by the Board.

Status

The relevant amount specified in Public Contract Code Section 20651 as adjusted annually is currently \$109,300.00 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 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
7/1/23	6/30/24	Wim McSpadden	Consulting Services for MIS Reporting and Migration to Degree Planner Software	(\$150,000.00)	Restricted General	Office of Instruction	Shearer
7/1/23	6/30/24	Lozano Smith Attorneys At Law	Legal Services	(\$200,000.00)	Unrestricted	Administration	Suleski
6/30/23	6/30/24	Pacific Gas and Electric Company	Tree Crew Training and Certification Program Contract Amendment No 2 increasing Total Contract Value and extending Term	\$166,154.40	Restricted General	Contract Education	Shearer
7/1/23	12/31/24	Shasta-Tehama-Trinity Joint Community College District	Regional Collaboration and Coordination Grant for Employer Engagement Functions	(\$1,397,317.00)	Restricted General	Strong Workforce Program	Shearer
7/1/23	12/31/24	Los Rios Community College District	Regional Collaboration and Coordination Grant for Employer Engagement Functions	(\$800,401.00)	Restricted General	Strong Workforce Program	Shearer
7/1/23	6/30/24	Los Rios Community College District	Strong Workforce Program Projects In Common Additional marketing, enhancing Dual Enrollment specifically for CTE courses and/or data collection for a CLNA study	(\$151,280.00)	Restricted General	Strong Workforce Program	Shearer
7/1/23	6/30/25	Los Rios Community College District	Strong Workforce Program Regional Allocation	(\$4,838,079.00)	Restricted General	Strong Workforce Program	Shearer
7/1/23	6/30/25	Sierra Community College	Strong Workforce Program Regional Allocation	(\$1,231,791.00)	Restricted General	Strong Workforce Program	Shearer
7/1/23	6/30/25	Feather River Community College	Strong Workforce Program Regional Allocation	(\$332,681.00)	Restricted General	Strong Workforce Program	Shearer
7/1/23	6/30/25	Lake Tahoe Community College	Strong Workforce Program Regional Allocation	(\$302,155.00)	Restricted General	Strong Workforce Program	Shearer
7/1/23	6/30/25	Lassen Community College	Strong Workforce Program Regional Allocation	(\$298,027.00)	Restricted General	Strong Workforce Program	Shearer
7/1/23	6/30/25	Mendocino-Lake Community College	Strong Workforce Program Regional Allocation	(\$648,791.00)	Restricted General	Strong Workforce Program	Shearer
7/1/23	6/30/25	College of the Redwoods	Strong Workforce Program Regional Allocation	(\$832,438.00)	Restricted General	Strong Workforce Program	Shearer
7/1/23	6/30/25	Shasta-Tehama-Trinity Joint Community College	Strong Workforce Program Regional Allocation	(\$1,375,564.00)	Restricted General	Strong Workforce Program	Shearer
7/1/23	6/30/25	College of the Siskiyous	Strong Workforce Program Regional Allocation	(\$399,664.00)	Restricted General	Strong Workforce Program	Shearer
7/1/23	6/30/25	Yuba Community College	Strong Workforce Program Regional Allocation	(\$649,783.00)	Restricted General	Strong Workforce Program	Shearer
7/1/23	6/30/25	Woodland Community College	Strong Workforce Program Regional Allocation	(\$433,188.00)	Restricted General	Strong Workforce Program	Shearer
			TOTAL REVENUE CONTRACTS	\$166,154.40			
			TOTAL EXPENSE CONTRACTS	(\$14,041,159.00)			

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

September 13, 2023

Subject: Approval of Contract Amendment #1 to 25th Hour Communications Inc. for Advertising, Marketing & Graphic Design Services	Item No: 23-8498 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Contracts	Action Regular <input checked="" type="checkbox"/> Information Consent <input type="checkbox"/>
Submitted By: Andrew Suleski Assistant Superintendent/ Vice President	Approved By:  <hr style="width: 80%; margin-left: auto; margin-right: 0;"/> Virginia L. Guleff Superintendent/President

Background

On June 21, 2022, the District released Request for Proposal (RFP) No. 2022-01 Advertising, Marketing & Graphic Design Services. The purpose of the RFP was to seek proposals to provide advertising, marketing, and graphic design consulting services.

Based on evaluation of the proposals, qualifications, experience, fee proposal, and firm interviews, the proposal evaluation team recommended a contract award to 25th Hour Communications Inc. to provide advertising, marketing, and graphic design services.

On September 14, 2022, the Board approved the award of a contract and on September 16, 2022, the District entered into a contract with 25th Hour Communications Inc. for advertising, marketing, and graphic design services in the amount not to exceed \$500,000.00, for a one-year period.

During this initial year of the contract for services, 25th Hour Communications Inc. has successfully provided services including: paid advertising projects, local media buys and ad placements for enrollment purposes, the Annual Report to the Community, and marketing projects as identified by departments.

Status

District staff recommends Amendment #1 to increase the contract amount by \$817,000.00 and extend the term of the original contract by two years for services with 25th Hour Communications Inc. to continue purchasing the required advertising, marketing, and graphic design consulting services. The Amendment #1 provides for a total fees sum not to exceed \$1,317,000.00, and a contract term through September 15, 2025. The costs per year include: Marketing \$300,000.00, Department Marketing Projects \$100,000.00, and Annual Report to the Community \$8,500.00.

Recommendation


It is recommended that the Board of Trustees approve Amendment #1 to the contract for services with 25th Hour Communications Inc. in the amount not to exceed \$817,000.00, and for the term of September 15, 2023 through September 15, 2025.

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

It is further recommended that the Board of Trustees authorize District staff to execute necessary contract documents related to the Amendment #1 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**

September 13, 2023

Subject: Public Hearing and Adoption of 2023-24 Final Budget	Item No: 23-8499 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 Assistant Superintendent/ Vice President	Approved By:  _____ Virginia L. Guleff Superintendent/President

Status

Attached for the Board's review is a copy of the proposed 2023-24 Final Budget for the Butte-Glenn Community College District. The document outlines the status of the State's and District's budgets.

Recommendation

It is recommended that the Board of Trustees open the Public Hearing for the purpose of taking comments from the public regarding the proposed 2023-24 Final Budget.

It is also recommended that the Board of Trustees adopt the attached 2023-24 Final Budget for the Butte-Glenn Community College District following the public hearing.

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

September 13, 2023

Subject: Public Hearing regarding the District and the Butte College Education Association and Initial Proposals for the Collective Bargaining Agreement 2024-27	Item No: 23-8500 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Labor Relations	Action <input checked="" type="checkbox"/> Regular <input checked="" type="checkbox"/> Information <input type="checkbox"/> Consent <input type="checkbox"/>
Submitted By: Andrew Suleski Assistant Superintendent/ Vice President	Approved By: <u>Virginia L. Guleff</u> Virginia L. Guleff Superintendent/President

Background

The Collective Bargaining Agreement between the Butte-Glenn Community College District (District) and the Butte College Education Association (BCEA) expires on June 30, 2024.

Pursuant to Government Code §3547(a), the initial proposals for successor collective bargaining agreements by the BCEA and the District were presented to the Board on August 9, 2023.

Status

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

Recommendation

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

It is further recommended that the Board of Trustees adopt the Initial Proposals between BCEA and the District for the 2024-27 Collective Bargaining Agreement.

BCEA Sunshine List 24-27 Contract

- Article III - Language and clarification
- Article VI – Student Services Evaluations including all Appendix forms
- 6.4.8 B Negative Student
 - 6.6.10 and 6.8.5 Add time requirement for the second post-observation if IP discussed at post observation
 - Switching to 6-year formal vs 3 year.
 - Out of cycle evaluations. When can they happen? What is after the class evaluation?
 - Peer evaluator component contribution and getting rid of LTPA. List of people you select from.
 - 6.1.7 Add language saying “except by agreement of both faculty and administrator”?
 - Revise Student services faculty evaluations
- Article VII – Chair Selection/Job Description/Compensation/Evaluation
- Lecture/Lab Parity
 - Add meeting/project rate for faculty into contract(Add to salary schedule)
 - 7.17 Overload right of assignment. We want guarantee one overload per semester. Until such time as all classes have been staffed
 - 7.2.2 Counselor Job Description(Seat Time)
 - 7.2.13 EOPS Coordinator: 221 days needs to be changed to 199 days
 - 7.14 & 7.17.4 Max overload is one course per term
 - *Both sections say the same thing. Why have in two places?
- Article X - 10.8.9 Need clarity
- grievance is sent by certified mail: Need to change
 - 10.4.3 Need timeline for processing grievances based on when grievant “knew or reasonably should have”
- Article XI – Leaves of Absence: Sabbatical back fill to offer more departments(better language and guarantees)
- Academic Freedom 6.2.2 and adding Faculty Rights(Due Process)
 - Clarification and clean up
- Article XII -12.5 District annual Contribution cap to Benefit Plan
- 12.8, Retiree medical plans, we need to add more clarity to "Base Plan".
- Article XIII – Compensation/Longevity
- Clarify Language for 13.14 Doctorate Stipend
 - Clarify Language for 13.11
 - Remove language from 13.5

- Clarify Language for 13.6 Reduced teaching load for non-teaching faculty

Article XXI - LTPA Purpose redefined
- Change numbering to match rest of contract.

Article XX - Intellectual Property Rights, Update so it better reflects the 21st Century reality of online teaching.

Appendix B, - Salary Schedule adjustment
- Faculty Overload Salary Schedule
- Also change language to negotiated salary increase.

Appendix D - Additional Duty Stipends-Adding Job Descriptions

Appendix E - Update Job Descriptions 7.2.2, 7.2.3, 7.2.4, 7.2.5, 7.2.6, 7.2.7, 7.2.8, 7.2.12, 7.2.13

Appendix G5 - SFF digital vs paper

DISTRICT INITIAL PROPOSAL TO BCEA

FOR

JULY 1, 2024 – JUNE 30, 2027 COLLECTIVE BARGAINING AGREEMENT

Consider Incorporating the following MOUs into the new 2024-2027 CBA agreed to after the close of the 2021-2024 CBA:

- Revising Full-Time College Instructor Job Description, Appendix E updated FY 22-23;
- Replacing pages 2 and 3 of the G4 Department Chair and/or Coordinator Form with Appendix G4 page 2, February 12, 2023.
- Revising G3L evaluation form. February 13, 2023.
- Adding Articulation Officer to Appendix E, Unit Member Job Description. February 27, 2023.
- Revising Appendix B, Academic Salary Schedule. February 27, 2023.
- Revising article 6.3.1, Areas of Instructional Evaluation. February 27, 2023.
- Revising Appendix D, Additional Duties Compensation, and adding 7.16. February 13, 2023.
- Revising Learning Resource Specialist job description, Appendix E 7.2.5. January 26, 2023.
- Revising section 7.3.1.A.3, Teaching Loads. February 13, 2023.
- Revising section 7.4, Scheduled Office Hours. February 27, 2023.
- Revising Appendix G13, Timeline for Faculty Evaluation. December 22, 2022.
- Revising Articles 13.7-13.19, Additional Duties Compensation. February 27, 2023.
- Removing Appendix E 7.2.1.17, Associated Students and Student Activities Advisor, and Appendix E 7.2.21 Special Education (SPE)/Occupational Life Skills (OLS) Coordinator, December 12, 2022.
- Revising Appendix E 7.2.16 MESA Program Director, December 12, 2022.
- Revising Article 6.6.2, Evaluation of Tenured Instructor (G3L long form) and G3S (short form), December 13, 2022.
- Creating Article 19.1.2, Academic Senate Executive Committee Release Time, December 13, 2022.
- Removing and Revising multiple items and adding Diversity, Equity, Inclusion and Anti-Racism (DEIA) Self Reflection, September 11, 2022.
- Replacing Article 6.7.2 Community Service with DEIA Self-Reflection Statement, Replacing Appendix G12 V, Community Service with DEIA Self-Reflection Statement, September 21, 2022.
- Adding Article 12.1.4, Benefits. September 16, 2022.
- Revising Article 13.13, Professional Development Coordinator. September 12, 2022.
- Revising Appendix E, 7.2.22, Head Athletic Coach. September 14, 2022.
- Revising Appendix E, 7.2.15, Professional Development Coordinator. September 14, 2022.
- Revising Article 6.6.3, Evaluation of Tenured Instructor (G3L long form) and G3S (short form). September 12, 2022.
- Revising Article 6.6.3, Adding Course Tour Guidance. September 12, 2022.

Other proposals include:

Article VI Evaluation.

- 6.8.2. I. Change “Personnel Office” to “Department of Human Resources”.
- 6.11. Revise to add language that this applies to all temporary, full-time faculty.

Article VII, Workload.

- 7.2.13. Change EOPS Coordinator from 221 days to 199 days.
- 7.3.1.I. Delete second sentence.
- 7.15 Revise language regarding Chair selection and evaluation.
- 7.15.2. Revise to add clarification around scheduling summer hours.
- 7.16 Add language regarding Additional Duty Positions, selection, terms and evaluations.
- 7.17. Add language that overload classes may be reviewed as part of the performance evaluation process. Add language that the District maintains right of assignment for overload.
- 7.17.2 Clarify language regarding the assignment of overload.
- 7.17.10. Remove “Availability forms will be sent to retirees upon retirement.” And “See revised Notice of Employment.”

Article X Grievances.

- 10.4.1. Revise to permit probationary faculty to use grievance procedure to appeal non-renewal of contract.

Article XI, Leaves of Absence.

- 11.2.1. Add language that full day absences for non-instructional faculty assigned a non-standard workweek (such as four 9 hour days and one 4 hour day) will be deducted based on the employee’s work schedule. Add language to permit use of sick leave for members of immediate family. Add language to define how sick leave is requested and reported.
- 11.6. Add language to reflect compliance with AB 1949 which defines immediate family member, removes out of state requirements for bereavement leave, and sets a timeframe in which bereavement leave may be used.

Article XII Benefits.

- 12.5. Add language that the increase in the District premium contribution be based on a fixed percentage not-to-exceed the COLA percentage received by the District.
- 12.7.1. Add language that non-MediCare retirees are permitted to add dependents after retirement, provided that the dependents are added to a composite plan and there is no cost to the District.
- 12.8.1.B Modify language to read that the District will provide a retiree medical plan made available by the provider that does is closest to, but does not exceed, the cost of the base medical plan provided to active employees.
- 12.8.2 Change Retiree Benefit Buyout option to be consistent with 12.7.2. and equal to one year of the current cost of the base plan.

Article XIII Compensation.

- 13.2. Remove reference to Coordinator of Center for Academic Success. Add Chair of Center for Academic Success.
- 13.2. Add “for the duration of this contract”.
- 13.2.1. Add language that benchmark salaries will be evaluated using a cost of living index.
- 13.2.D. Add language that salary increases are based on COLA funds received by the District.
- 13.6 Modify language to provide the option for Department Chair release time and additional workdays, or compensation and additional workdays.
- 13.11. Add language to clarify payment is based on the 10 month salary schedule

Article XXI, Leave, Tenure, and Professional Advancement Committee.

- 21.B. change “files” to “file”. Add language to clarify that LTPA does not review requests for medical leave. Remove language permitting LTPA to review performance evaluation materials and recommendations. Add language to change the nature of reports submitted by LTPA, making the sole focus of report whether the evaluation process was followed for each evaluatee. Remove language that LTPA makes recommendations pertaining to granting of tenure. Remove language that LTPA meetings and decisions shall be public. Remove reference to “Chief Instruction Officer” and add “area Vice President”. Change “Academic Analyst” to “Human Resources Representative”.

Article XXII Discipline.

- Add Article XXII Regarding Discipline

Appendix B.

- Remove “Class” and replace with “Column”.
- Add language that successful completion of 24 semester units is required for advancement in the overload salary schedule.
- Change “Chief Instruction Officer” to “applicable Vice President”.

Appendix D.

- Add Health Occupation Directors (Nursing, EMT, Respiratory Therapy).
- Review other Additional Duty Positions and compensation.

Appendix E.

- Add language that the Chair of Center for Academic Success will be paid at the Department Chair IV level.
- Update Department Chair job description.
- Review/update/add/remove other job descriptions.
- 7.2.16. Remove reference to Ed Code 87840.
- 7.2.15. Add language to reflect this position, Professional Development Coordinator, is 199 days.

Appendix G:

- Add space on the evaluation form to include Academic Year.
- Create timeline for Student Development faculty evaluations.

Appendix G6:

- Add a signature line to the Faculty Member Improvement Plan.

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

September 13, 2023

<p>Subject: Public Hearing regarding the District and the Butte College Part-Time Faculty Association/Communication Workers of America and Initial Proposals for the Collective Bargaining Agreement 2024-27</p>	<p>Item No: 23-8501 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Category: Labor Relations</p>	<p>Action <input checked="" type="checkbox"/> Regular <input checked="" type="checkbox"/> Information <input type="checkbox"/> Consent <input type="checkbox"/></p>
<p>Submitted By: Andrew Suleski Assistant Superintendent/ Vice President</p>	<p>Approved By: <u>Virginia L. Guleff</u> Virginia L. Guleff Superintendent/President</p>

Background

The Collective Bargaining Agreement between the Butte-Glenn Community College District (District) and the Butte College Part-Time Faculty Association/Communication Workers of America (PFA/CWA) expires on June 30, 2024.

Pursuant to Government Code §3547(a), the initial proposals for successor collective bargaining agreements by the PFA/CWA and the District were presented to the Board on August 9, 2023.

Status

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

Recommendation

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

It is further recommended that the Board of Trustees adopt the Initial Proposals between PFA/CWA and the District for the 2024-27 Collective Bargaining Agreement.

PFA'S PROPOSED SUNSHINE LIST FOR July 1, 2024 to June 30, 2027

Article III, section 3.12.3 Change \$2,500 per semester to \$5,000. 00

Article VI:

clarify language 6.4.1

Clean up 6.6.2

6.7.1- add a reference to Appendix H2

6.8. fix the number; then on 6.8.3- "The evaluator selected by the Associate Faculty does not have to come from the same department as the Associate." This should be added to the language.

6.9, 2 add ZOOM as alternative to F2F conference

6.10 make sure to include all pre-conferences are paid—eliminate non-paid—**fold in the MOU**

Article IX:

9.5.1 both parties must be aware that an alleged grievance is being discussed. Chair/Director will acknowledge via email or text date/time that initial grievance discussed. Email/text will be used to establish timelines should the case move forward.

Article XI

11.3.3 the following link for the Institutional Effectiveness Handbook does not work: <https://www.butte.edu/community/about/pba/documents/governance/Institutional%20Effectiveness%20Manual.pdf>

No such resource can be found. Please create it

11.4 clarify language

Article XIX:

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

Article XVII:

Eliminate all language that refers to or references "fair share service fees"

Article XVIII

18.2 Clarify language so that all parties understand that preference does not equate an unwillingness to teach should a "preference time/day/location" is unavailable. Language should ask when an associate is unavailable rather than ask preferences.

Section 18.1.1 - "Seniority lists for counselors (including but not limited to EOPS and athletics), associate faculty, and non-teaching faculty should be provided to the PFA/CWA Association"

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

Section 18.1.3c—change "may" to "will"

Section 18.1.3d-- change "may" to "will"

18.1.3c--In the event two identical classes are merged in order to make minimum cap, the instructor with the most seniority may be assigned the class.

18.1.3d--In the event two classes within like disciplines should merge (art, languages, science, etc.) seniority may be one of the criteria used by chairs in determining course assignment.

Section 18.1.7 An associate faculty member may retire and retain their seniority if they submit a letter to the District indicating they are retiring with the intent to continue to teach; **(add) this is predicated upon the need for an associate faculty in the department.**

Section 18.1.9 New associate faculty hires are considered “probationary” until the unit member receives a positive evaluation and is recommended for reemployment. Seniority rights are not in effect until such time. The District will make every effort to 2021-24 PFA/CWA CBA BACK TO TOP Page 45 conduct formal evaluations of associate faculty during the first semester of employment. If a formal evaluation is not completed by the end of the second semester of a unit member’s employment, that member’s seniority rights will begin after his/her second semester as determined by the formal evaluation procedures outlined in Article VI, Section 6.6.2. **(add)Should any associate faculty member not be evaluated by the first or second semester of teaching, that associate shall be deemed to have achieved an acceptable evaluation and shall not be denied seniority rights.** If the unit member’s performance is deemed ...etc.

18.3.4 add language:

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

Also, should a senior associate’s class be dropped, they will have first right of refusal for any unstaffed classes they are competent to teach.

18.3.5.a In the event that a senior faculty member's load has not been reached then those faculty with rehire/seniority rights shall have their workload right increased and be offered these unstaffed classes (as desired and are qualified for) up to the 60 to 67% cap before any faculty without rehire rights are hired or offered these unstaffed classes.

18.3.13 Remove: This violates labor law. Remove that this person will be unpaid and a volunteer.

18.1.4 Assignments

b. add: "...overloads (emergency only)..." to be suspended until Butte gets its enrollments back to pre-campfire enrollment shortages.

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

Seniority for CAS associates—please include with all seniority updates

Appendix E- change the maximum hours from 14 hours to 17 hours

Pay for outside work done the classroom, ie., prep/grading

INCREASED OFFICE HOUR TIME/COLA for office hours

FIVE EQUAL PAY PERIODS PER SEMESTER

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

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

District paid HEALTH BENEFITS—now available through the state.

Job descriptions for stipend positions (specifically coaches, clubs, etc.)

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

Allow associates to use Butte's transportation (busses)

Fix the language for the mileage to reflect the intent that was behind this incentive.

Allow associates to use District health center

Include all MOU's that have been signed since July 2021

DISTRICT INITIAL PROPOSAL TO PFA

FOR

JULY 1 2024 – JUNE 30, 2027 COLLECTIVE BARGAINING AGREEMENT

Consider Incorporating the following MOUs into the new 2024-2027 CBA agreed to after the close of the 2021-2024 CBA:

- Appendix G: Associate Faculty Instructor Job Description. March 3, 2023.
- Appendix D: Assistant Cross Country Coach. August 18, 2022.
- Appendix H2: Self evaluation form. March 2, 2023.
- Appendix H3: Evaluation Report. March 3, 2023.
- Appendix H13: Evaluation Timeline. March 2, 2023.
- Course Tour Guidance. November 15, 2022.
- Article 6.10: Timing Sequence. November 15, 2022.
- Article 6.8. Compensation for Evaluation Virtual Tours. November 14, 2021.
- Article 6.3.3. Evaluation Virtual Tour. December 17, 2021.

Other Proposals Include:

Article VI Student Feedback, Student Concerns and Administrative Evaluation of Associate Instructors.

- Add an evaluation process specific to the Academy.
- Add evaluation component for time and attendance reporting requirements.

Article VII Administrative Evaluation of Associate Student Development Faculty

- Revise evaluation forms for associate student development faculty

Article VIII Workload

- Define expected hours worked outside of hours taught.
- Define time and attendance reporting requirements.

Article IX Grievances.

- 9.4.5. Revise to permit District responses to be sent via email.

Article XI Compensation/Office Hours.

- 11.1.4. Revise language to provide compensation for each course cancelled. Also add language that the look back period from “the past academic year” to “the past twelve (12) months”.
- Revise to define hourly rate of pay, and/or clarify outside of class work.
- 11.3.2 Establish/clarify compensation for Distance Education training.

Article XVIII Associate Faculty Class Assignment.

- 18.1.3. Remove “chooses not to” and replace with “does not”.
- 18.3.3 Delete this section regarding full-time faculty.

- 18.3.8. Revise language by deleting “signs an agreement” and adding “accepts”.

Appendix D.


- Revise by removing “Vice President of Instruction” and adding “appropriate area Vice President.”
- Revise to provide class advancement similar to the criteria for class advancement in BCEA collective bargaining agreement. Revise to define hourly rate of pay.

Appendix G.

- Review/update/add/remove job descriptions, including but not limited to adding Head Coach and Assistant Coach.

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

September 13, 2023

<p>Subject: Public Hearing and Approval: College and Career Access Pathways (CCAP) Partnership Agreement with CORE Butte Charter School beginning July 1, 2023 and ending on June 30, 2026.</p>	<p>Item No: 23-8502 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Category: Instruction</p>	<p>Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input checked="" type="checkbox"/> Consent <input type="checkbox"/></p>
<p>Submitted By: Erik Shearer, Vice President</p>	<p>Approved By:  _____ Virginia L. Guleff Superintendent/President</p>

Background

Assembly Bill 288 (AB 288) enacted on January 1, 2016, Assembly Bill 30 (AB 30) enacted on November 18, 2019, and Assembly Bill 102 (AB 102) enacted on September 30, 2022, which amended the California Education Code Section 76004.

Education Code § 76004 enables the governing board of a community college district to enter into a College and Career Access Pathways (“CCAP”) partnership with the governing board of a public school district or a county office of education that is governed by a CCAP partnership agreement approved by the governing boards of both partners. CCAP partnerships are for the purpose of offering or expanding dual enrollment opportunities for high school, community school, continuation school, continuation high school, juvenile court school, or adult education students who may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, or helping high school pupils achieve college and career readiness.

As a condition of adopting a CCAP Partnership Agreement, the governing board of both the College and School District shall present, take comments from the public on, and approve or disapprove this College and Career Access Pathways (CCAP) Partnership Agreement and Appendix at an open public meeting of the governing board of each partner. (Ed. Code § 76004 (b))

Status


Butte-Glenn Community College District has developed College and Career Access Pathways (CCAP) Partnership Agreements to provide high school students the opportunity to earn college and high school credit simultaneously while gaining a jump start on post-secondary education and achieving college and career readiness ensuring a smooth transition from high school to college.

Recommendation

It is recommended that the Board take comments from the public and approve the proposed College and Career Access Pathways (CCAP) Partnership Agreement and Appendix between Butte Glenn Community College District and CORE Butte Charter School beginning on July 1, 2023, and ending on June 30, 2026.

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

September 13, 2023

<p>Subject: Public Hearing and Approval: College and Career Access Pathways (CCAP) Partnership Agreement Appendices which identify dual enrollment course details for the 2023/24 school year at: Biggs, Chico, Durham, Gridley, Hamilton, Inspire, Las Plumas, Long Valley, Oroville, Orland, Paradise, Pleasant Valley, and Willows High Schools.</p>	<p>Item No: 23-8503 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Category: Instruction</p>	<p>Action Regular <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Information Consent <input type="checkbox"/> <input type="checkbox"/></p>
<p>Submitted By: Erik Shearer, Vice President</p>	<p>Approved By:  _____ Virginia L. Guleff Superintendent/President</p>

Background

Assembly Bill 288 (AB 288) enacted on January 1, 2016, Assembly Bill 30 (AB 30) enacted on November 18, 2019, and Assembly Bill 102 (AB 102) enacted on September 30, 2022, which amended the California Education Code Section 76004.

Education Code § 76004 enables the governing board of a community college district to enter into a College and Career Access Pathways (“CCAP”) partnership with the governing board of a public school district or a county office of education that is governed by a CCAP partnership agreement approved by the governing boards of both partners. CCAP partnerships are for the purpose of offering or expanding dual enrollment opportunities for high school, community school, continuation school, continuation high school, juvenile court school, or adult education students who may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, or helping high school pupils achieve college and career readiness.

As a condition of adopting a CCAP Partnership Agreement, the governing board of both the College and School District shall present, take comments from the public on, and approve or disapprove College and Career Access Pathways (CCAP) Partnership Agreement Appendices at an open public meeting of the governing board of each partner. (Ed. Code § 76004 (b))

Status

Butte-Glenn Community College District has developed College and Career Access Pathways (CCAP) Partnership Agreements to provide high school students the opportunity to earn college and high school credit simultaneously while gaining a jump start on post-secondary education and achieving college and career readiness ensuring a smooth transition from high school to college.

Recommendation

It is recommended that the Board take comments from the public and approve the proposed updated

CCAP Partnership Agreement Appendices which identify dual enrollment course details for the 2023/24 school year at: Biggs, Chico, Durham, Gridley, Hamilton, Inspire, Las Plumas, Long Valley, Oroville, Orland, Paradise, Pleasant Valley, and Willows High Schools.