



## NOTICE OF REGULAR MEETING

October 11, 2023 | 1:00 p.m.

District Board Room  
Student and Administrative Service Building

[Non-interactive livestream](#)

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*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**

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#### 2. **Introduction of New Faculty**

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

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

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

#### 4. **Approval of Consent Agenda**

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Approval of Minutes September 13, 2023	Action	
Approval of Warrants	Action	23-8504
Ratification of Contracts	Action	23-8505
Approval of Out of State Student Travel Forensics Team – Reno, NV	Action	23-8506
Approval of International Travel Faculty – Winnipeg, Canada	Action	23-8507
Faculty Using Accumulated Load Bank	Action	23-8508

Approval and/or Ratification of Personnel Actions	Action	23-8509
<u>Management</u>		
<i>Employments, lateral transfer</i>		
<u>Academic Employees</u>		
<i>Employments, at-will employments, temporary employments, and assignments</i>		
<u>Classified Employees</u>		
<i>Employments, permanent increase, out of class assignment, lateral transfers</i>		
<u>Temporary Employees</u>		
<i>Substitutes, short-term/seasonal, professional experts, and volunteers</i>		

**5. Information-Reports**

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

**6. Communications from the Public**

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At this time, members of the public have the opportunity to address the Board of Trustees on any item within the subject matter jurisdiction of the Board 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

**7. Contracts**

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Approval of Contracts	Action	23-8510
Approval of Contract for Project Assignment	Action	23-8511
Amendment to JK Architecture Engineering for Architectural Services for the Physical Science Building Remodel Project		
Approval of Contract Amendment #1 to InterVision Systems, LLC for Information Technology Services Utilizing California Multiple Award Schedule CMAS Number 3-22-06-1030	Action	23-8512
Approval of Contract Amendment #1 to InterVision Systems, LLC, for Information Technology Consulting Services utilizing California Multiple Award Schedule CMAS Number 3-18-70-2281J	Action	23-8513
Approval of Contract to Purchase Information Technology Goods and Services from Rainforest QA, Inc., utilizing California Multiple Award Schedule CMAS Number 3-18-70-3509A	Action	23-8514
Approval of Contract to Purchase Splunk Enterprise from SHI International Corp. utilizing Foundation for California Community Colleges Contract Number 00006779	Action	23-8515
Approval of Contract to Purchase Tenable.sc from SHI International Corp. utilizing Foundation for California Community Colleges Contract Number 00006779	Action	23-8516
Approval of Contract with U.S. Bank for Travel Payment Services utilizing State of California Department of General Services Master Agreement Number 5-23-99-37-01	Action	23-8517

8. **Finance**

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Board Budget Criteria for 2024-25 Budget Development	Information	23-8518
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9. **Instruction**

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Public Hearing and Approval: College and Career Access Pathways (CCAP) Partnership Agreement Appendix which identify dual enrollment course details for the 2023/24 school year at: Hamilton High School.	Action	23-8519
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10. **Accreditation**

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ACCJC Accreditation 18-month Follow-Up Report	Information	23-8520
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11. **Future Dates**

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

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12. **Closed Session**

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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**

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For Information concerning this Agenda, please contact:

Butte College President’s Office, 3536 Butte Campus Drive, Oroville, CA 95965 (530) 895-2484

Persons requiring disability accommodation, please notify this office 48 hours prior to the scheduled meeting.

Meetings are held in wheelchair accessible locations.

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



## MINUTES OF REGULAR MEETING

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

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

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The Board of Trustees of the Butte-Glenn Community College District met on Wednesday, September 13, 2023, at 1:00 PM, in room 125 at the Butte College Glenn Center, 1366 Cortina Drive, Orland, California.

**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** 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 McGinnis, seconded by Trustee Dahlmeier, to approve the agenda as presented.

Motion carried unanimously. Student Trustee – aye.

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

There were no public comments.

### 3. Approval of Consent Agenda

Board President Krepelka noted a clerical error on the consent agenda. Item No. 23-8490 Approval of Use of Alcohol for Athletic Fundraising Events should be listed as an action item rather than an information item. It was moved by Trustee Blacklock, seconded by Board Vice President Massa, to

approve the consent agenda.

Motion carried unanimously. Student Trustee – aye.

#### 4. **Information-Reports**

##### Academic Senate President's Report – Jess Vickery

Dr. Vickery reported that at their September 6 meeting the Academic Senate seated new members, reviewed their bylaws, and proposed revisions to bring their bylaws in line with standard parliamentary procedures. The changes included stipulations on voting, terms of office for members of standing subcommittees, and the stipulation that bylaws be reviewed on an annual basis. With the Office of Instruction, the Academic Senate approved shortening the grading period for fall 2023 so that grades will be submitted and processed prior to the winter break. The Senate also discussed the scope and authority of a proposed GE taskforce. Finally, the Senate discussed the need to revise AP 5520 to specify procedures for alleged violations of Butte's academic integrity policy.

##### Classified Senate President's Report – Chris Westbay

Mr. Westbay reported that Classified Senate looked at the draft strategic plan at their last meeting. The Senate is collecting final feedback at their next meeting. The Senate created a Connect with Community taskforce. The Caring Campus kick-off event was last week; 93 people participated. The Senate is planning several events this year, including Friendsgiving with an in-person potluck in November. They'll also have a table at the Harvest Festival on November 14. Finally, Classified Senate will host the Butte Strong remembrance on November 8.

##### Student Trustee Comment – Liz Heaton

Ms. Heaton reported that the Associated Students had a table at Belonging at Butte and appreciated the amount of student interaction. The A.S. CTE senator is partnering with Campus Police and the CHP on a car seat drive. The A.S. is also conducting a survey of student parents. Ms. Heaton reported that she's working on two feedback forms for the A.S. to increase student engagement and collect feedback. Finally, the A.S. is working on revising their bylaws.

##### Vice President Report – Brad Zuñiga

Vice President Zuñiga reported that Student Services has been very busy with students back on campus. They expected 300 students to attend Roadrunner Rush and had close to 500. He provided data about the first week of school: the Center for Academic Success saw 693 unduplicated students; EDUC 310 had more than 2,500 students enrolled compared to 1,200 in the same period last year; 209 students accessed the Roadrunner Hub, compared to 46 last year; and Counseling served 687 students compared to 486 last year. Vice President Zuñiga reported that the Career Center is kicking off a Learning-Aligned Employment Program (LAEP) and has awarded more than \$167,000 to place students in jobs in the community in partnership with 24 employers. Finally, next week the cultural centers are hosting welcome and open house events.

##### Superintendent/President's Report – Andy Suleski

Assistant Superintendent/Vice President Suleski indicated that in the absence of the Superintendent/President, he would provide her report. Superintendent/President Guleff met with Glenn County Superintendent of Schools Ryan Bentz to discuss dual enrollment opportunities in Glenn County. Superintendent Bentz will meet with Vice President Shearer to continue the discussion. Superintendent/President Guleff, Vice President Shearer, and Trustee Nock also met with representatives from the Durham Exchange Club as well as with representatives from Senator Dahle's office and Assemblyman Gallagher's office to discuss challenges with offering the dual enrollment classes that Durham High School has requested. Legislative changes would be required to make asynchronous dual enrollment classes possible. Superintendent/President Guleff attended Chancellor Christian's welcome celebration in Sacramento where the Vision 2030 was unveiled. Superintendent/President Guleff and the vice presidents held a joint cabinet meeting with Chico State

President Perez and his staff to discuss enrollment and future collaborations. Finally, Butte College's enrollment is up nearly 13%, with a growth in non-credit as well as credit courses.

### Board Comments

Trustee Nock reported that he enjoyed the scholarship reception, which was a good reminder that the work that goes into benefitting students never ends. Trustee McGinnis reported that he also attended the scholarship reception and found it very engaging. He noted that in the future, he'd like to see the scholarship value reported on the page of the budget that shows aid to students. Trustee Dahlmeier had no remarks. Board Vice President Massa welcomed everyone to Glenn County. He reported that he received an online questionnaire from Chico State. Board Clerk Boeger noted that he enjoyed seeing the history of Glenn County board members in the Glenn Center lobby. He noted that Butte is 75-80% done with the bond and building projects and expressed concern that the board needs to discuss future projects because things have changed since the bond passed in 2016, notably having more online classes. Board Clerk Boeger questioned if we need both a huge new science building as well as the renovation of another science building and cautioned against mission creep. He added that the board needs to discuss the capital expenditures and noted that he'd been surprised by some of the new projects. Trustee Blacklock praised the increase in enrollment and thanked everyone who contributed to it. He noted that he recently encountered Butte nursing program graduates at a local surgery center and received excellent care from them. Board President Krepelka reported that he read an article in CalMatters about competency-based education, which eight campuses have trialed. Shasta College is working on an early childhood development competency-based program in which the degree is based on competency in the subject rather than hours in a classroom. By 2024-2025, the eight pilot campuses are supposed to offer programs, although one school is having issues with the Academic Senate about compensation concerns. Shasta College is working with their Senate to determine the number of hours faculty put into competency-based programs.

## 5. **Communications from the Public**

There were no public comments.

## 6. **Administration**

### **Approval of Student Trustee Privileges, Item 23-8496**

Board President Krepelka introduced this agenda item and asked that the board approve allowing the student board member to make and second motions. It was moved by Board Clerk Boeger, seconded by Trustee McGinnis, to approve student trustee privileges per item 23-8496.

Student Trustee Heaton noted that AB 1541 gives student trustees an advisory vote and asked if the board policy will be updated to reflect that. Board President Krepelka responded that the Board Policy Committee will look at the relevant board policy.

Motion carried unanimously. Student trustee – aye.

## 7. **Contracts**

### **Approval of Contracts, Item 23-8481**

It was moved by Trustee Blacklock, seconded by Board Vice President Massa, to approve the contracts listed on the Contracts Approval Report and authorize the Superintendent/President or designed 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 Amendment #1 to 25<sup>th</sup> Hour Communications Inc. for Advertising, Marketing & Graphic Design Services, Item 23-8498**

It was moved by Trustee McGinnis, seconded by Trustee Dahlmeier, to approve contract amendment #1 to 25<sup>th</sup> Hour Communications for advertising, marketing, and graphic design services in accordance with Board Policy 6340.

Board Clerk Boeger noted that an increase in enrollment above expectations indicates that the marketing is working. Board President Krepelka indicated that he will vote “no” on this contract. He expressed frustration that despite the “connect with community” theme, the college isn’t using a local firm. He questioned what this firm is providing. Assistant Superintendent/Vice President Suleski referred the question to Vice President Zuñiga who responded that Butte’s marketing specialist and PIO have reported good interactions with 25<sup>th</sup> Hour and find them to be very responsive. He noted that a lot of the funds are being spent locally. When we worked with a local firm, they outsourced some services outside our local area. Board Clerk Boeger asked questions to clarify the term of the contract amendment as well as the cost. Board President Krepelka concluded that the college needs to make an effort to invite local, or at least California based, firms to participate.

Ayes – Trustees Blacklock, Boeger, Dahlmeier, and McGinnis.

Nos – Trustees Krepelka, Massa, and Nock.

Student Trustee – no.

Motion carried 4 to 3.

## **8. Finance**

### **Public Hearing and Adoption of 2023-24 Final Budget, Item 23-8499**

Board President Krepelka opened the public hearing for the 2023-24 Final Budget; hearing no comment, Board President Krepelka closed the public hearing.

It was moved by Trustee Dahlmeier, seconded by Trustee Blacklock to approve the 2023-24 Final Budget.

Board Clerk Boeger noted that page 2 of the budget indicates the college will transfer \$7 million from reserves for the new Cosmetology center in Chico. He indicated that he’ll vote for the budget and supports the Cosmetology construction but does not support the community center building. He’d rather see something built in southern Butte County or Oroville. Trustee Nock asked if there are any investments in agricultural education in the budget. Assistant Superintendent/Vice President Suleski referred the question to Vice President Shearer who responded that the budget includes augmentations for support staff in the area the agriculture department is in. Additionally, that department received Strong Workforce funds this year. Trustee Nock commented that he’d like Butte College to engage in a commercial driver training program and asked how to start the process to create a program. Assistant Superintendent/Vice President Suleski responded that program development goes through Instruction. Vice President Shearer added that faculty would have to propose a program based on a review of labor data and write curriculum for it. Trustee Nock noted that the college is putting in substantial funds to continue the operation of auxiliary programs. He asked if there’s a plan to close the gap or if they’ll be an annual operating expense. Assistant Superintendent/Vice President Suleski explained that the college is currently working on an RFP for a bookstore vendor and looking at transportation options. Trustee Boeger recommended that Butte College capitalize on the FFA contingent in high schools and consider an animal science program. Trustee McGinnis commented that Butte should increase the gap in food service and the bookstore to reduce the financial load on students; keeping costs down helps students. He added that the lack of pilots is a national issue and suggested looking into partnerships for a commercial pilot program.

Motion carried unanimously. Student trustee – aye.

## **9. Labor Relations**

**Public Hearing Regarding the District and the Butte College Education Association for the Collective Bargaining Agreement 2024-2027, Item 23-8500**

Board President Krepelka opened the public hearing regarding the District and Butte College Education Association for the Collective Bargaining Agreement 2024-2027. Hearing no public comment, Board President Krepelka closed the public hearing.

It was moved by Trustee McGinnis, seconded by Trustee Blacklock, to adopt the initial proposals for the Butte College Education Association Collective Bargaining Agreement 2024-2027.

Motion carried unanimously. Student trustee – aye.

**Public Hearing regarding the District and the Part-Time Faculty Association/Communication Workers of America for the Collective Bargaining Agreement 2024-2027, Item 23-8501**

Board President Krepelka opened the public hearing regarding the District and the Part-Time Faculty Association/Communication Workers of America for the Collective Bargaining Agreement 2024-2027. Hearing no public comment, Board President Krepelka closed the public hearing.

It was moved by Trustee Boeger, seconded by Student Trustee Heaton, to adopt the initial proposals for the Part-Time Faculty Association/Communication Workers of America for the Collective Bargaining Agreement 2024-2027.

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

Abstentions – Trustee Massa

Student trustee – aye.

Motion carried.

**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, Item 23-8502**

Board President Krepelka opened the public hearing on College and Career Access Pathways (CCAP) Partnership Agreement with CORE Butte Charger School beginning July 1, 2023, and ending on June 30, 2026. Hearing no public comment, Board President Krepelka closed the public hearing.

It was moved by Trustee Nock, seconded by Trustee Blacklock, to approve the College and Career Access Pathways (CCAP) Partnership Agreement with CORE Butte Charger School beginning July 1, 2023, and ending on June 30, 2026.

Motion carried unanimously. Student trustee – aye.

**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, Item 23-8503**

Board President Krepelka opened the public hearing on 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. Hearing no public comment, Board President Krepelka closed the public hearing.

It was moved by Board Vice President Massa, seconded by Trustee Blacklock, to approve the 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. Trustee Boeger congratulated staff on the effort to work with so many schools. Trustee Nock echoed his appreciation.

Motion carried unanimously. Student trustee – aye.

#### 11. **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.

#### 12. **Adjournment**

Board President Krepelka adjourned the meeting at 2:29 PM.

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

**October 11, 2023**

<b>Subject:</b> Approval of Warrants	<b>Item No:</b> 23-8504 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Finance	<b>Action</b> <input checked="" type="checkbox"/> <b>Regular</b> <input type="checkbox"/> <b>Information</b> <input type="checkbox"/> <b>Consent</b> <input checked="" type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Assistant Superintendent/ Vice President	<b>Approved By:</b>  _____ 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 August 28, 2023 to September 24, 2023.

<b>Type of Warrant</b>	<b>Check/Voucher Sequence</b>	<b>Total</b>
Vendor	697321 - 698254	\$ 4,084,398.22
Payroll	527980 – 528096	\$ 4,156,426.86
Financial Aid	385389 – 388634	\$ 4,595,567.21

Warrant registers are available for review in the Business Office.

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

**October 11, 2023**

<b>Subject:</b> Ratification of Contracts	<b>Item No:</b> 23-8505 <b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Category:</b> Contracts	<b>Action Regular</b> <input checked="" type="checkbox"/> <input type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/> <input checked="" type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Assistant Superintendent/ Vice President	<b>Approved By:</b>  _____ 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 September 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

**September 2023**

<b>Contract Effective Date</b>	<b>Contract Expiration Date</b>	<b>Contractor</b>	<b>Contract Purpose</b>	<b>Contract Value Revenue/(Expense)</b>	<b>Funding Source (Fund)</b>	<b>Originated by: District Department</b>	<b>Approved by: District Administrator</b>
10/14/23	10/14/23	Durham Recreation & Park District	Special Needs Carnival Venue	\$0.00	N/A	Allied Health	Shearer
9/23/23	9/23/23	Oroville Area Chamber of Commerce	Outreach and Recruitment Tabling at Salmon Festival Event	\$0.00	N/A	Welcome Center	Zuniga
10/7/23	10/8/23	Paradise Ridge Chamber of Commerce	Outreach and Recruitment Tabling at Johnny Appleseed Days Event	\$0.00	N/A	Welcome Center	Zuniga
8/29/23	Until Terminated	Red Bluff Joint Union High School District	Field Experience Agreement for Introduction to Education Program	\$0.00	N/A	Family and Community Services	Shearer
8/31/23	8/30/26	Atlas Consulting Services	Learning-Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
8/31/23	8/30/26	Blue Flamingo Marketing	Learning-Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
8/29/23	8/28/26	Boys and Girls Club of the North Valley	Learning-Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
8/22/23	8/21/26	Chico Community Children's Center	Learning-Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
8/21/23	Until Terminated	Chico Country Day School	Federal Work-Study Program	\$0.00	N/A	Career Center	Zuniga
8/23/23	8/22/26	Chico Montessori School	Learning-Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
8/23/23	5/24/24	Chico Montessori School	Learning-Aligned Employment Program Addendum for Intern Assignment	(\$8,241.60)	Restricted General	Career Center	Zuniga
9/5/23	9/4/26	Chico Spherion Staffing	Learning-Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
9/5/23	9/4/26	Dadco Construction	Learning-Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
9/5/23	9/4/26	Elite Biomechanical Design	Learning-Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
9/5/23	5/24/24	Elite Biomechanical Design	Learning-Aligned Employment Program Addendum for Intern Assignment	(\$14,319.00)	Restricted General	Career Center	Zuniga
9/11/23	9/10/26	Explore Butte County	Learning-Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
9/15/23	9/14/26	LandCrafts	Work Experience Education Program	\$0.00	N/A	Career Center	Zuniga
8/30/23	8/29/26	Mains'l California, LLC	Learning-Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
8/21/23	8/20/26	MC2 Design Group, Inc.	Learning-Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
9/5/23	9/4/26	Restoring our Community	Work Experience Education Program	\$0.00	N/A	Career Center	Zuniga
8/31/23	8/30/26	Stonewall Alliance of Chico	Learning-Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
10/11/23	5/24/24	Conner Wenzel	Safe Zone Trainings	(\$1,250.00)	Restricted General	Inclusion Diversity Equity & Anti-Racism	Guleff
9/7/23	9/7/23	Cynthia Brannvall	Guest Speaker for Art Gallery Exhibit	(\$500.00)	Unrestricted General	Arts	Shearer
8/21/23	9/21/23	Cynthia Brannvall	Art Exhibition & Loan Agreement	\$0.00	N/A	Arts	Shearer
12/7/23	12/7/23	Elizabeth Quivey	Bagpiping for Law Enforcement Academy Graduation	(\$150.00)	Unrestricted General	Public Safety Education & Training	Shearer
9/12/23	9/12/23	Emilie Rodriguez	DJ Services for Belonging at Butte Event	(\$750.00)	Fiduciary	Student Life	Zuniga
9/14/23	9/14/23	Hector Enriquez	DJ Services for Bienvenida Event	(\$450.00)	Restricted General	Multicultural Programs & Services	Zuniga
8/3/23	8/3/23	Thomas Parker	Bagpiping for Fish and Wildlife Academy	(\$150.00)	Unrestricted General	Public Safety Education & Training	Shearer
9/14/23	9/14/23	Veronica Martinez	Food Vendor for Bienvenida Event	(\$750.00)	Restricted General	Multicultural Programs & Services	Zuniga
8/1/23	12/8/23	Zachary Valcarcel	Videographer for Football Program	(\$1,500.00)	Unrestricted General	Athletics	Shearer
9/14/23	9/14/23	Habaneros Taqueria	Food Vendor for Bienvenida Event	(\$1,140.00)	Restricted General	CASA	Zuniga
9/14/23	9/14/23	Churros Daisy	Food Vendor for Bienvenida Event	(\$700.00)	Restricted General	Multicultural Programs & Services	Zuniga
9/12/23	9/12/23	Blush Photo Booth Company	Photo Booth for Belonging at Butte Event	(\$1,000.00)	Fiduciary	Student Life	Zuniga
9/12/23	9/12/23	Inflatable Adventures	Activities Equipment for Belonging at Butte Event	(\$2,295.55)	Fiduciary	Student Life	Zuniga
9/12/23	9/12/23	Kona Ice of Chico	Food Vendor at Belonging at Butte Event	(\$1,000.00)	Fiduciary	Student Life	Zuniga
9/12/23	9/12/23	Yony's Roasted Corn	Food Vendor at Belonging at Butte Event	(\$1,050.00)	Fiduciary	Student Life	Zuniga

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

Contracts Signed by the Superintendent/President or Assistant Superintendent/Vice President for Administration  
**September 2023**

<b>Contract Effective Date</b>	<b>Contract Expiration Date</b>	<b>Contractor</b>	<b>Contract Purpose</b>	<b>Contract Value Revenue/(Expense)</b>	<b>Funding Source (Fund)</b>	<b>Originated by: District Department</b>	<b>Approved by: District Administrator</b>
9/6/23	9/6/23	NikNek Lemonade	Food Vendor for "Find Your Community" Event	(\$1,170.00)	Restricted General	Multicultural Programs & Services	Zuniga
9/13/23	6/30/26	Career Dimensions, Inc.	Focus 2 Interactive Online Career and Education Planning System (Est. 3-Year Contract Value)	(\$14,500.00)	Restricted General	Career Center	Zuniga
9/9/23	12/16/23	First Responder EMS, Inc.	Emergency Standby for Home Football Games	(\$3,000.00)	Unrestricted General	Athletics	Shearer
7/1/23	6/30/24	Lozano Smith Attorneys At Law	Legal Services	(\$200,000.00)	Unrestricted General	Administration	Suleski
9/7/23	9/6/24	Governmentjobs.com, Inc. dba NEOGOV	Performance Evaluations Software	(\$45,829.00)	Unrestricted General	Human Resources	Suleski
7/1/23	12/31/23	PPL, Inc.	Strategic Plan Development and Implementation Consulting Services	(\$17,120.00)	Unrestricted General	President's Office	Guleff
6/20/23	12/1/23	PPL, Inc.	Vice President, Administrative Services Recruitment Consulting Services	(\$30,500.00)	Unrestricted General	President's Office	Guleff
9/1/23	12/19/23	PPL, Inc.	Vice President of Student Services Mentoring Consulting Services	(\$24,108.00)	Unrestricted General	President's Office	Guleff
7/1/23	6/30/24	Wim McSpadden	Consulting Services for MIS Reporting and Migration to Degree Planner Software	(\$150,000.00)	Unrestricted General	Office of Instruction	Shearer
9/1/23	6/30/24	Creative Imaging	Photography Services for Advertising Campaigns and District Events	(\$5,000.00)	Unrestricted General	Marketing	Zuniga
9/6/23	Until Terminated	Square	Square Point of Sale and Payment Processing Platform	Fees based on transactions	Proprietary	Agriculture	Shearer
9/13/23	Upon Receipt	Blackhawk Enterprises, Inc.	Wearable Digital System for Baseball Coaches and Players	(\$3,229.00)	Foundation Agency Account	Athletics	Shearer
7/1/23	6/30/24	California Department of Education	California State Preschool Program	\$339,861.00	Restricted General	Child Development Center	Shearer
7/1/23	6/30/24	Chabot-Las Positas Community College District	California Early Childhood Mentor Program	\$28,765.00	Restricted General	Education, Child & Family Studies	Shearer
8/28/23	12/11/23	25th Hour Communications	Industrial Technology Programs Marketing Campaign	(\$7,500.00)	Restricted General	Industrial Technology Programs	Shearer
9/20/23	9/22/23	MJB Welding Supply	Cobot Jump-Start Training	(\$9,500.00)	Unrestricted General	Manufacturing	Shearer
9/5/23	9/30/23	California Department of Justice	Emergency Vehicle Operations Course Training	\$13,000.00	Restricted General	Public Safety Education & Training	Shearer
9/1/23	6/30/24	Instructure, Inc.	Phone Support for Students and Faculty	(\$3,746.45)	Restricted General	Technology Mediated Instruction	Shearer
9/11/23	9/10/24	Instructure, Inc.	Impact Implementation	(\$3,725.00)	Restricted General	Technology Mediated Instruction	Shearer
Upon Download	One Year	Liquid Web, LLC	Events Calendar PRO Software License	(\$99.00)	Restricted General	Technology Mediated Instruction	Shearer
8/21/23	5/24/24	Chico Unified School District	College & Career Access Pathways Partnership Appendix - Chico High School	(\$6,100.00)	Restricted General	Dual Enrollment	Shearer
8/21/23	12/15/23	Chico Unified School District	College & Career Access Pathways Partnership Appendix - Pleasant Valley High School	(\$1,800.00)	Restricted General	Dual Enrollment	Shearer
7/1/23	6/30/26	CORE Butte Charter School	College & Career Access Pathways Partnership	\$0.00	N/A	Dual Enrollment	Shearer
8/21/23	5/24/24	CORE Butte Charter School	College & Career Access Pathways Partnership Appendix	(\$3,200.00)	Restricted General	Dual Enrollment	Shearer
8/21/23	5/24/24	Gridley Unified School District	College & Career Access Pathways Partnership Appendix	(\$5,600.00)	Restricted General	Dual Enrollment	Shearer
8/21/23	5/24/24	Inspire School of Arts	College & Career Access Pathways Partnership Appendix	(\$1,700.00)	Restricted General	Dual Enrollment	Shearer
8/23/23	6/30/24	Academy Trained	Utility Line Clearance Pre-Inspector and Arborist Program Project	(\$66,000.00)	Restricted General	Contract Education	Shearer
9/12/23	6/15/24	Allan Hancock Joint Community College	California Community Colleges - California Conservation Corps Partnership Project	(\$8,500.00)	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  
**September 2023**

<b>Contract Effective Date</b>	<b>Contract Expiration Date</b>	<b>Contractor</b>	<b>Contract Purpose</b>	<b>Contract Value Revenue/(Expense)</b>	<b>Funding Source (Fund)</b>	<b>Originated by: District Department</b>	<b>Approved by: District Administrator</b>
Upon Signature	6/30/24	Butte County Behavioral Health	Employee Training	\$5,000.00	Restricted General	Contract Education	Shearer
8/9/23	6/30/24	Butte County Department of Education and Social Services	Employee Training	\$17,260.00	Restricted General	Contract Education	Shearer
9/12/23	6/15/24	CCC Foundation	California Community Colleges - California Conservation Corps Partnership Project	(\$8,554.00)	Restricted General	Contract Education	Shearer
9/18/23	6/15/24	Gloria Merck	California Community Colleges - California Conservation Corps Partnership Project	(\$17,000.00)	Restricted General	Contract Education	Shearer
9/18/23	10/20/23	Golden State Risk Management	Employee Training	\$942.00	Restricted General	Contract Education	Shearer
8/23/23	6/30/24	International Arborist Institute	Utility Line Clearance Pre-Inspector and Arborist Program Project	(\$43,200.00)	Restricted General	Contract Education	Shearer
9/12/23	6/15/24	Lake Tahoe Community College District	California Community Colleges - California Conservation Corps Partnership Project	(\$52,000.00)	Restricted General	Contract Education	Shearer
7/9/23	7/11/23	Los Rios Community College District	Facilities Use Permit for Tree Risk Assessment Qualification Training (TRAQ)	\$0.00	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	McMahon Marketing Services dba Method Marketing	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
9/12/23	6/15/24	Mendocino-Lake Community College District	California Community Colleges - California Conservation Corps Partnership Project	(\$17,000.00)	Restricted General	Contract Education	Shearer
8/21/23	12/31/23	Michael Neal Consulting, LLC	Utility Line Clearance Pre-Inspector Training and Development Project	(\$42,700.00)	Restricted General	Contract Education	Shearer
8/21/23	6/30/24	Mountain F. Enterprises, Inc.	CPR, First Aid, and Arborist Boot Camp Training	(\$6,200.00)	Restricted General	Contract Education	Shearer
9/21/23	12/29/23	Mountain F. Enterprises, Inc.	Employer Participation Agreement Employment Training Panel (ETP) Project	(\$106,810.00)	Restricted General	Contract Education	Shearer
8/1/23	12/29/23	Olivarez Honey Bees, Inc.	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment extending Period of Performance	\$0.00	Restricted General	Contract Education	Shearer
6/30/23	6/30/24	Pacific Gas & Electric Company	Tree Trimmer Training Course Design and Development Amendment to Contract Value and Term	\$166,154.40	Restricted General	Contract Education	Shearer
9/18/23	6/15/24	Saddleback College	California Community Colleges - California Conservation Corps Partnership Project	(\$17,000.00)	Restricted General	Contract Education	Shearer
9/18/23	6/15/24	San Bernardino Community College District Crafton Hills College	California Community Colleges - California Conservation Corps Partnership Project	(\$17,000.00)	Restricted General	Contract Education	Shearer
9/21/23	6/15/24	San Diego College of Continuing Education Foundation	California Community Colleges - California Conservation Corps Partnership Project	(\$22,000.00)	Restricted General	Contract Education	Shearer
9/18/23	6/15/24	San Joaquin Delta College	California Community Colleges - California Conservation Corps Partnership Project	(\$17,000.00)	Restricted General	Contract Education	Shearer
9/12/23	6/15/24	Siskiyou Joint Community College District	California Community Colleges - California Conservation Corps Partnership Project	(\$20,500.00)	Restricted General	Contract Education	Shearer
8/1/23	6/30/24	Codestorm	RegionalCTE.org Website Support and Maintenance	(\$6,000.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/23	6/30/24	Feather River 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
9/1/23	6/30/24	Kevin Wu Consulting, LLC	Counselor Conference Project Management	(\$50,000.00)	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, CLNA Data and/or CTE Dual Enrollment	(\$151,280.00)	Restricted General	North Far North Regional Consortium	Shearer

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

Contracts Signed by the Superintendent/President or Assistant Superintendent/Vice President for Administration  
**September 2023**

<b>Contract Effective Date</b>	<b>Contract Expiration Date</b>	<b>Contractor</b>	<b>Contract Purpose</b>	<b>Contract Value Revenue/(Expense)</b>	<b>Funding Source (Fund)</b>	<b>Originated by: District Department</b>	<b>Approved by: District Administrator</b>
9/1/23	12/31/23	Pacific Sky	Graphic Design, Photography, and Videography, and Consultative Services	(\$70,000.00)	Restricted General	North Far North Regional Consortium	Shearer
9/21/23	9/30/24	Placer Union High School District	Strong Workforce Program K12 Pathway Coordinator	(\$130,000.00)	Restricted General	North Far North Regional Consortium	Shearer
10/10/23	10/12/23	Sacramento Hotel Partners, LLCs d/b/a Embassy Suites by Hilton Sacramento Riverfront Promenade	ProjectAttain! Event	(\$16,000.00)	Restricted General	North Far North Regional Consortium	Shearer
12/5/23	12/6/23	Sacramento Hotel Partners, LLCs d/b/a Embassy Suites by Hilton Sacramento Riverfront Promenade	North Far North Regional Consortium Meeting	(\$28,000.00)	Restricted General	North Far North Regional Consortium	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	North Far North Regional Consortium	Shearer
7/1/23	6/30/24	Sierra 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
9/29/23	9/29/24	Claris International, Inc.	Filemaker Pro Software License	(\$2,565.00)	Unrestricted General	Information Technology	Suleski
9/2/23	9/1/24	Dais, Inc., dba Regroup	Mass Notification Subscription	(\$11,182.00)	Unrestricted General	Information Technology	Suleski
Upon Download	One Year	GitHub, Inc.	GitHub Team Subscription	(\$240.00)	Unrestricted General	Information Technology	Suleski
9/1/23	8/30/24	Modern Campus USA Inc.	Omni CMS SaaS, Emergency Alerts, and CMS Search Software Subscription and Support	(\$53,945.00)	Unrestricted General	Information Technology	Suleski
9/1/23	4/21/24	Real VNC	VNC Connect Enterprise Device Access 500 Computers	(\$829.58)	Unrestricted General	Information Technology	Suleski
9/15/23	6/30/24	Superior California Office Equipment	Printer Repair and Maintenance	(\$2,500.00)	Unrestricted General	Information Technology	Suleski
9/1/23	6/30/24	Experis, Inc.	IT Professional Services Amendment increasing Fees	(\$5,980,297.50)	Restricted General	CCC Technology Center	Suleski
8/31/23	8/30/24	Figma, Inc.	Organization Figma Design Seats and Organization FigJam Seats License	(\$2,700.00)	Restricted General	CCC Technology Center	Suleski
9/1/23	8/31/24	Salesforce, Inc.	Sales Cloud Enterprise Edition	(\$13,824.00)	Restricted General	CCC Technology Center	Suleski
9/21/23	Upon Payment	SHI International Corporation	Adobe Acrobat Sign Solutions for Enterprise	(\$4,620.00)	Restricted General	CCC Technology Center	Suleski
10/19/23	10/18/24	Adobe, Inc.	Adobe Acrobat Sign License	\$0.00	Restricted General	CCC Technology Center	Suleski
9/18/23	Upon Payment	SHI International Corporation	TechSmith Maintenance Agreement Program Technical Support	(\$133.56)	Restricted General	CCC Technology Center	Suleski
10/5/23	10/5/24	TechSmith Corporation	Camtasia and Snagit License	\$0.00	Restricted General	CCC Technology Center	Suleski
9/21/23	Upon Payment	SHI International Corporation	Veeam Data Platform Foundation Universal License	(\$1,065.96)	Restricted General	CCC Technology Center	Suleski
11/27/23	11/26/24	Veeam Software Group GMBH	Veeam Software License	\$0.00	Restricted General	CCC Technology Center	Suleski
10/1/23	9/30/24	Utah State University (WebAIM)	Online Accessibility Training Courses for CCC Employees	(\$75,000.00)	Restricted General	CCC Technology Center	Suleski
10/1/23	12/31/23	California Renovation Carpet One	Carpet (Owner-Furnished) Replacement in Bookstore	(\$3,756.84)	Capital	Facilities, Planning, & Management	Suleski

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


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

**September 2023**

<b>Contract Effective Date</b>	<b>Contract Expiration Date</b>	<b>Contractor</b>	<b>Contract Purpose</b>	<b>Contract Value Revenue/(Expense)</b>	<b>Funding Source (Fund)</b>	<b>Originated by: District Department</b>	<b>Approved by: District Administrator</b>
9/5/23	6/30/24	Frontier Consulting Engineers, Inc.	Engineer Services for Skyway Center HVAC Retro-Commissioning Project	(\$10,000.00)	Capital	Facilities, Planning, & Management	Suleski
9/11/23	12/31/23	Harrison Contracting, Inc. dba Harrison Drywall	Framing and Drywall for Bookstore Remodel Project	(\$23,207.00)	Capital	Facilities, Planning, & Management	Suleski
8/7/23	1/31/24	Joseph Corron Electric	VFD Installation at Upper Well	(\$9,246.88)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
8/1/23	1/31/24	Joseph Corron Electric	VFD Installation at Lower Well	(\$8,329.66)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
8/1/23	12/1/23	Joseph Corron Electric	Rebuild Sewer Treatment Plant Blower	(\$14,990.25)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
3/26/24	3/26/24	Kathy Espinoza	Beyond Balance: From Stress Management to Self Care and Beyond Training for Safety Fair	(\$2,300.00)	Restricted General	Facilities, Planning, & Management	Suleski
9/11/23	12/1/23	McClelland Air Conditioning, Inc.	Bookstore HVAC Upgrade	(\$57,648.00)	Restricted General	Facilities, Planning, & Management	Suleski
9/1/23	12/31/23	NorthState Earth and Water, Inc.	Sewer Pond Piping and Valves Installation	(\$33,528.00)	Capital	Facilities, Planning, & Management	Suleski
9/1/23	6/30/24	NorthState Earth and Water, Inc.	Boring for Soccer Game Hudl	(\$33,088.00)	Restricted General	Facilities, Planning, & Management	Suleski
9/1/23	12/31/23	NV5	Geologic and Geotechnical Engineering Services for New Cosmetology and Barbering Center Project	(\$13,721.90)	Capital	Facilities, Planning, & Management	Suleski
9/1/23	12/31/23	NV5	Geologic and Geotechnical Engineering Services for Physical Science Remodel Project	(\$4,934.00)	Measure J	Facilities, Planning, & Management	Suleski
9/12/23	6/30/24	Voltage Specialists	Annual Fire Testing, Inspections, and Fire Monitoring	(\$54,687.00)	Unrestricted General	Facilities, Planning, & Management	Suleski
			<b>TOTAL REVENUE CONTRACTS</b>	<b>\$570,982.40</b>			
			<b>TOTAL EXPENSE CONTRACTS</b>	<b>(\$9,376,713.73)</b>			

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

**October 11, 2023**

<b>Subject:</b> Approval of Out of State Student Travel – Reno, NV	<b>Item No:</b> 23-8506 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Instruction	<b>Action Regular</b> <input checked="" type="checkbox"/> <input type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/> <input checked="" type="checkbox"/>
<b>Submitted By:</b> Erik Shearer Vice President	<b>Approved By:</b>  <hr/> Virginia L. Guleff Superintendent/President

**Background**

The Biggest Little City Classic Tournament is being held October 21-22, 2023, in Reno, NV. At this Speech and Debate (Forensics) tournament hosted by University, Nevada at Reno, students from the Butte Forensics team will compete in a variety of speech, performance, and debate events. UNR is part of the Northern California Forensics association and draws from a competitive pool of colleges and universities in California, Washington, Oregon, Nevada, New Mexico and beyond. Students who attend this tournament will build their academic skills, showcase their work, and compete for trophies.

**Status**


Butte College Forensics Team students will participate in the Biggest Little City Classic Tournament on October 21-22, 2023 in Reno, Nevada.

**Recommendation**

It is recommended the Board authorize out of state travel to Reno, Nevada, for the Forensics Team students accompanied by Shannan Troxel-Andreas and Angela Ohland, Speech and Debate Instructor/Forensics Team Coaches.

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

**October 11, 2023**

<b>Subject:</b> Approval of International Travel – Shahroukh Mistry to Winnipeg, Canada	<b>Item No:</b> 23-8507 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Instruction	<b>Action</b> <input checked="" type="checkbox"/> <b>Regular</b> <input type="checkbox"/> <b>Information</b> <input type="checkbox"/> <b>Consent</b> <input checked="" type="checkbox"/>
<b>Submitted By:</b> Erik Shearer Vice President	<b>Approved By:</b>  <hr style="width: 100%;"/> Virginia L. Guleff Superintendent/President

**Background**

Shahroukh Mistry has an opportunity to travel to Winnipeg, Canada, for his annual trip to the North American Society for Bat Research (NASBR) Symposium from October 10<sup>th</sup>, 2023 to October 15<sup>th</sup>, 2023. Shahroukh has applied for Professional Development funds for this travel and will cover any costs not supported by ProDev.

**Status**

The purpose of this travel is for Shahroukh to maintain currency, form collaborations, and learn of scientific studies in his field of interest that he can use in his classes as example of current biology research. Registration fees will be covered by the symposium organizers as Shahroukh has a Lifetime Award from NASBR.


This conference is the annual event in his research discipline it influences what he teaches in class – he often uses the abstracts from the conference as starting points for students to explore various biological topics while explaining the importance of conferences in the scientific process. His students who are part of a long- term research project on campus monitoring bats benefit from learning from these presentations as well. Shahroukh also uses this conference to make contacts, collaborate and learn about new and fascinating topics and techniques that are shared with colleagues.

**Recommendation**

It is recommended the Board authorize international travel to Winnipeg, Canada, for Shahroukh Mistry to attend the North American Society for Bat Research Symposium.

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

**October 11, 2023**

<b>Subject:</b> Faculty Using Accumulated Load Bank	<b>Item No:</b> 23-8508 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Instruction	<b>Action Regular</b> <input checked="" type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/>
<b>Submitted By:</b> Erik Shearer Vice President	<b>Approved By:</b>  _____ Virginia L. Guleff Superintendent/President

**Background**

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

**Status**

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


**Recommendation**

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

<b><u>Instructor</u></b> Shannamar Dewey	<b><u>Discipline</u></b> Biology	<b><u>Term Used</u></b> Fall 2023	<b><u>Load Used</u></b> 17.89
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**Butte-Glenn Community College District  
Meeting of the Board of Trustees**

**October 11, 2023**

<b>Subject:</b> Approval and/or Ratification of Personnel Actions	<b>Item No:</b> 23-8509 <b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Category:</b> Human Resources	<b>Action Regular</b> <input checked="" type="checkbox"/> <input type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/> <input checked="" type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Assistant Superintendent/ Vice President	<b>Approved By:</b>  _____ 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 Assistant Director, Financial Aid and Veterans Services – Zariel Torres  
Full-time, 40 hours per week, 12 months per year  
Salary: MSC - 13  
Effective: October 1, 2023
  
2. Employment of Program Coordinator, Domestic Student Recruitment, Outreach & Orientation – Christmas Aumua  
Full-time, 40 hours per week, 12 months per year  
Salary: MSC -7  
Effective: October 1, 2023
  
3. Lateral Transfer of Position – Annalisse de Vroome  
From: Program Administrator, Grants (MSC 5)  
To: Program Administrator, Apprenticeship, CTE (MSC 5)  
Effective: November 1, 2023

**Academic\***

4. Employment of Full-Time, Temporary, Non-Tenure Track, Rising Scholars & EDUC/OLS Instructor – Mari Peters  
Salary: Placement on the Academic Salary Schedule as determined by education and experience  
Effective: August 1, 2023 – May 24, 2024

5. Assignment as Head Football Coach (10%) – Robert Snelling  
Effective: Academic Year 2023-2024
6. Assignment as Puente Program Faculty Coordinator (25%) – Cristina Dahl  
Effective: Academic Year 2023-2024
7. Assignment as ASCCC-Academic Senate for California Community Colleges (40%) – Carrie Roberson  
Effective: Academic Year 2023-2024
8. Assignment as Curriculum Committee Chair (50%) – Donna Davis  
Effective: Academic Year 2023-2024
9. Assignment as Academic Senate Vice President (40%) – Irma Gonzalez Cuadros  
Effective: Academic Year 2023-2024
10. Assignment as EOPS Counseling Coordinator (3.94%) – Llael Valle  
Effective: Academic Year 2023-2024
11. Assignment as Honda PACT Coordinator (20%) – Doug Conrad  
Effective: Academic Year 2023-2024
12. Assignment as Faculty Lead Makerspace (50%) – Daniel Donnelly  
Effective: Academic Year 2023-2024
13. Assignment as Coordinator, Distance Education (50%) – Suzanne Wakim  
Effective: Academic Year 2023-2024
14. Assignment as BCEA President (20%) & Grievance Officer (5%) – Kenneth Bearden  
Effective: Academic Year 2023-2024
15. Assignment as BCEA Secretary (10%) – Kelly Fredericks  
Effective: Academic Year 2023-2024
16. Assignment as BCEA Treasurer (10%) – Jeff Jordan  
Effective: Academic Year 2023-2024
17. Assignment as BCEA Negotiator (15%) & Grievance Officer (5%) – Deborah McCabe  
Effective: Academic Year 2023-2024
18. Assignment as BCEA BSSP Representative (5%) & Assistant Negotiator (15%) – John Soldate  
Effective: Academic Year 2023-2024
19. Assignment as BCEA Lead Negotiator (25%) & Vice President (10%) – Jason Trento  
Effective: Academic Year 2023-2024
20. Assignment as Chair III, Respiratory Therapy (30%) – Donna Davis  
Effective: Academic Year 2023-2024
21. Assignment as Chair I, Family & Community Services (50%) – Lisa Gunn  
Effective: Academic Year 2023-2024

22. Assignment as Chair IV, Administration Justice & Fire Technology (20%) – Marshall Haslem  
Effective: Academic Year 2023-2024
23. Assignment as Assistant Nursing Program Director (25%) – Lynda Gomes  
Effective: Academic Year 2023-2024
24. Assignment as Director of Clinical Education Respiratory Therapy (20%) – Gina Maclean  
Effective: Academic Year 2023-2024
25. Assignment as Nursing Program Director (100%) – Laurie Meyer  
Effective: Academic Year 2023-2024
26. Assignment as Paramedic Program Director (20%) – Robin Sinclear  
Effective: Academic Year 2023-2024
27. Assignment as EMS Program Director (10%) – Mike Smith  
Effective: Academic Year 2023-2024
28. Assignment as Chair I, Visual Arts & Design (50%) – Daniel Donnelly  
Effective: Academic Year 2023-2024
29. Assignment as Chair III, Performing Arts (30%) – Ryan Heimlich  
Effective: Academic Year 2023-2024
30. Assignment as Chair IV, Cosmetology (20%) – Kim Kirkwood  
Effective: Academic Year 2023-2024
31. Assignment as Chair II, Welding (40%) – Russell Pitter  
Effective: Academic Year 2023-2024
32. Assignment as Chair II, Industrial Technologies (40%) – Thomas Williams  
Effective: Academic Year 2023-2024
33. Assignment as Chair II, Agriculture, EH, Natural Resources (40%) – Ricky Wittsell  
Effective: Academic Year 2023-2024
34. Assignment as Academic Senate, Treasurer (20%) – Kim Kirkwood  
Effective: Academic Year 2023-2024
35. Assignment as Academic Senate Secretary (20%) – Deborah McCabe  
Effective: Academic Year 2023-2024
36. Assignment as Academic Senate President (60%) – Jess Vickery  
Effective: Academic Year 2023-2024
37. Assignment as Guided Pathways Student Success Team (20%) – Jennifer Bryant, Katherine Mackinnon, Jacob Vazquez, Shaun-Adrian Chofla, Jess Vickery, Marcu Wade  
Effective: Academic Year 2023-2024
38. Assignment as Coordinator, Student Learning Outcomes (50%) – Suzanne Wakim  
Effective: Academic Year 2023-2024

39. Assignment as Chair I, Nursing (50%) – Laurie Bowles  
Effective: Academic Year 2023-2024
40. Assignment as Chair I, Health, Kinesiology & Athletics (50%) – Jeff Jordan  
Effective: Academic Year 2023-2024
41. Assignment as Respiratory Therapy Program Director (20%) – Donna Davis  
Effective: Academic Year 2023-2024
42. Assignment as Chair I, Business Education (50%) – Kenneth Bearden  
Effective: Academic Year 2023-2024
43. Assignment as Chair III, Automotive Technology (30%) – Craig Kielb  
Effective: Academic Year 2023-2024
44. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Oroville Union High School District) – Diana Castillo  
Effective: September 14, 2023 - June 30, 2024
45. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Durham Unified School District) – Heidi Carrillo  
Effective: September 21, 2023 - June 30, 2024
46. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Orland Unified School District) – Alma Lopez  
Effective: September 21, 2023 - June 30, 2024
47. Employment of Temporary Academic Employees (Instructors and Student Development) Part-time faculty recommended for employment effective Fall Semester 2023 – John Finkbiner, James Krepelka, Justin Noxon, Robert Rogers, Alana Velasquez, Ashlyn Weaver, Joshua Wright

### **Classified Employees\***

48. Employment of Media Productions Specialist, III – Roderick Peterson  
Full-time, 40 hours per week, 12 months per year  
Salary: CSEA – 30  
Effective: October 2, 2023
49. Employment of Custodian I (FPM) – Cody Dickerson  
Full-time, 40 hours per week, 12 months per year  
Salary: CSEA - 14  
Effective: September 1, 2023
50. Employment of Administrative Secretary II (Counseling & Advising) – Claire Yang  
Full-time, 40 hours per week, 12 months per year  
Salary: CSEA - 21  
Effective: October 2, 2023

51. Lateral Transfer of Position – Dane Mutters  
From: Systems Administrator, CCCTC (CSEA 48)  
To: Systems Administrator, IT (CSEA 48)  
Effective: October 9, 2023
52. Lateral Transfer of Position – Kathryn-Sky Robertts  
From: Clerk II, Student Health Center (CSEA 10)  
To: Clerk II, Counseling (CSEA 10)  
Effective: September 25, 2023
53. Lateral Transfer of Position – Erin Shimizu  
From: Administrative Secretary III, SBS/SCS/WL/CMST (CSEA 24)  
To: Administrative Secretary III, Welding (CSEA 24)  
Effective: October 1, 2023
54. Permanent Increase from 25 hours to 40 hours, Special Programs Clerk (CDC) – Alma Cardenas  
Effective: October 1, 2023
55. Employee working Out-of-Class, Admissions & Records Technician, Sr. – Cynthia Gamboa  
Effective: September 11, 2023 – December 31, 2023

### **Temporary Employees\***

56. **Substitutes**  
Student Success Specialist (Multicultural Programs & Svcs) – Liliana Vargas  
Salary: \$27.75 per hour 8/16/23 – 6/30/24  
Assistant Athletic Trainer (Athletics) – Daniel Desmond  
Salary: \$35.50 per hour 8/23/23 – 8/31/23  
Children’s Program Specialist Assistant (CDC) – Meredith Faughn  
Salary: \$21.00 per hour 8/21/23 – 5/26/24  
Custodian I – Brandon Howell  
Salary: \$21.00 per hour 9/1/23 – 6/30/24  
Administrative Secretary II (FPM) – Corinne Martine  
Salary: \$25.00 per hour 9/7/23 – 6/30/24  
Financial Aid/Veterans Assistant I – Taylor Weidner  
Salary: \$21.00 per hour 8/28/23 – 12/31/23
57. **Short Term/Seasonal**  
Technical Computing Specialist I – Brandon Brown  
Salary: \$34.50 per hour 9/21/23 – 6/30/24
58. **Professional Expert**  
Nursing – Roxanne Silva, Ashley Ross, Heidi Irby, Barinder Singh,  
Salary: \$45.00 per hour 8/1/23 – 6/30/24  
Nursing – Gina Munoz  
Salary: \$45.00 per hour 8/15/23 – 6/30/24  
Crime Scene Actor – Kayla Von Seggern  
Salary: \$15.50 per hour 8/31/23 – 6/30/24  
Music Accompanist – Erika Ray  
Salary: \$35.00 per hour 8/21/23 – 5/24/24  
EMT – Emilee Baugh  
Salary: \$15.50 per hour 8/21/23 – 6/30/24

Manipulative Skills/Evaluator – Esteban Robles, Caleigh Silva

Salary: \$15.50/\$16.75 per hour 8/31/23 – 6/30/24

Manipulative Skills/Evaluator – Max Wiley

Salary: \$15.50/\$16.75 per hour 9/7/23 – 6/30/24

**59. Volunteer**

Volunteer (Athletics) – Nate Eschleman, Cayli Leonard, Eric Marbley, Jamie Engel, Sara Filter, Andrew Whitsett, Jessika Galloway

Volunteer (PSA) – Mia Justine-Mitchell

Volunteer (Rising Scholars) – Lori Koehnen

Volunteer (Roadrunner Hub) – Daniel Reinhard, Maria Gonzalez-Krueger

**60. Retirements/Resignations**

Retirement, Art Instructor – Alexander O. Meier

Effective: June 1, 2024

Retirement, Mathematics Instructor – Rita Nutsch

Effective: May 25, 2024

Retirement, Support Center Representative – Janet Doremus

Effective: December 31, 2023

Retirement, Financial Aid/Veterans Assistant, II – Nancy Turner

Revised Effective: December 31, 2023

Retirement, EMS Instructor – Michael A. Smith

Effective: May 25, 2024


Resignation, Manager, Software Engineering – Ashwini Nambiar

Effective: September 30, 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.

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

**October 11, 2023**

<b>Subject:</b> Approval of Contracts	<b>Item No:</b> 23-8510 <b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Category:</b> Contracts	<b>Action Regular</b> <input checked="" type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Assistant Superintendent/ Vice President	<b>Approved By:</b>  <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**

<b>Contract Effective Date</b>	<b>Contract Expiration Date</b>	<b>Contractor</b>	<b>Contract Purpose</b>	<b>Contract Value Revenue/(Expense)</b>	<b>Funding Source</b>	<b>Originated by: District Department</b>	<b>Approved by: District Administrator</b>
8/25/23	8/24/27	Employment Training Panel (ETP)	California Community College Healthcare Workforce Advancement Fund (HWAF)	\$749,000.00	Restricted General	Contract Education	Shearer
10/1/23	9/30/24	California Manufacturing Technology Consulting (CMTC)	Subrecipient Agreement for Hollings Manufacturing Extension Partnership to provide consulting, customized on-site training, and consortia or group delivery services and trainings to emerging and existing manufacturing establishments in California Manufacturing Region 1 District's Cost Share	\$110,000.00  (\$110,000.00)	Restricted General	Contract Education	Shearer
10/12/23	12/29/23	Oroville Hospital	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment increasing ETP Funds Reimbursement	(\$375,986.00)	Restricted General	Contract Education	Shearer
1/1/24	12/31/24	California Community Colleges Chancellor's Office	Letter of Agreement to establish fiduciary responsibility for InCommon Federation Participation Agreement Subscription Fees <i>Pursuant to CCCCCO Grants Work Plans &amp; Budgets</i>	(\$451,000.00)	Restricted General	CCC Technology Center	Suleski
			<b>TOTAL REVENUE CONTRACTS</b>	<b>\$859,000.00</b>			
			<b>TOTAL EXPENSE CONTRACTS</b>	<b>(\$936,986.00)</b>			

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

**October 11, 2023**

<p><b>Subject:</b> Approval of Project Assignment Amendment to JK Architecture Engineering for Architectural Services for the Physical Science Building Remodel Project</p>	<p><b>Item No:</b> 23-8511  <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p><b>Category:</b> Contracts</p>	<p><b>Action Regular</b> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>      <b>Information Consent</b> <input type="checkbox"/> <input type="checkbox"/></p>
<p><b>Submitted By:</b> Andrew Suleski Assistant Superintendent/ Vice President</p>	<p><b>Approved By:</b>  _____ Virginia L. Guleff Superintendent/President</p>

**Background**

The District’s Facilities Planning & Management Department requires architectural and related services for the Physical Science Building Remodel Project.

On October 16, 2019, the District entered into an Agreement for On-Going Architectural Services with JK Architecture Engineering establishing general terms and conditions for architectural design and professional services for projects assigned by the District to the Architect. The agreement provides that the specific terms and conditions for an assigned project will be set forth in a Project Assignment Amendment in substantially the form attached to the agreement.

Funding will be allocated from the Measure J Bond funds.

**Status**

District proposes a Project Assignment Amendment for architectural and related services to JK Architecture Engineering for the Physical Science Building Remodel Project in the amount not to exceed \$539,000.00.

**Recommendation**


It is recommended that the Board of Trustees approve the award of the Project Assignment Amendment for architectural and related services to JK Architecture Engineering for the Physical Science Building Remodel Project in the amount not to exceed \$539,000.00, for the term of October 11, 2023 through December 31, 2026.

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

It is further recommended that the Board authorize District staff to execute necessary contract documents related to the contract for architectural and related services from JK Arcitecture Engineering 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**

**October 11, 2023**

<b>Subject:</b> Approval of Contract Amendment #1 to InterVision Systems, LLC, for Information Technology Consulting Services utilizing California Multiple Award Schedule CMAS Number 3-18-70-2281J	<b>Item No:</b> 23-8512 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Contracts	<b>Action Regular</b> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/> <input type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Assistant Superintendent/ Vice President	<b>Approved By:</b>  <hr/> Virginia L. Guleff Superintendent/President

**Background**

The District’s California Community Colleges Technology Center requires information technology consulting services to provide Managed Services for DevOps including architecture, design, build, migration, and management and support services to support the development and hosting of system-wide applications for the California community colleges. Funding will be allocated from the Student Enrollment, Data Management, and Systemwide Infrastructure Program grants, and Integrated Technology Program apportionment.

Public Contract Code Sections 10298 and 10299 provide that the Director of the Department of General Services may establish contracts, master agreements, multiple award schedules, cooperative agreements, including agreements with entities outside the state, and other types of agreements that leverage the state’s buying power for the acquisition of goods, information technology goods and services, and services; and state and local agencies may contract with suppliers awarded those contracts without further competitive bidding.

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

On May 17, 2023, the Board approved a contract for information technology consulting services to InterVision Systems, LLC, and on June 20, 2023, the District entered into a contract with InterVision Systems, LLC, for the amount not to exceed of \$1,872,300.00.

**Status**

District staff proposes Amendment #1 to increase the original services agreement with InterVision Systems, LLC, to purchase the required information technology consulting services recently outlined by

the Chancellor's Office in the grants' revised statements of work and budgets. The total contract sum shall be increased \$727,700.00 for a new total amount not to exceed \$2,600,000.00.

District staff proposes to use CMAS Number 3-18-70-2281J, as a source to purchase the required information technology consulting services from InterVision Systems, LLC. District staff has reviewed the terms and conditions and finds that this purchase made from utilizing the CMAS contract will save administrative time and expense, deliver cost savings, and will be in the best interest of the District.

**Recommendation**


It is recommended that the Board of Trustees approve Amendment #1 to the contract with InterVision Systems, LLC, for the required information technology consulting services utilizing CMAS Number 3-18-70-2281J, per the terms of the CMAS contract, for the term of October 12, 2023 through June 30, 2024, in the amount not to exceed \$727,700.00.

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

It is further recommended that the Board authorize District staff to execute the necessary contract documents related to Amendment #1 for the purchase of information technology consulting services from InterVision Systems, LLC, in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting.

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

**October 11, 2023**

<b>Subject:</b> Approval of Contract Amendment #1 to InterVision Systems, LLC for Information Technology Services utilizing California Multiple Award Schedule CMAS Number 3-22-06-1030	<b>Item No:</b> 23-8513 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Contracts	<b>Action Regular</b> <input checked="" type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Assistant Superintendent/ Vice President	<b>Approved By:</b>  <hr/> Virginia L. Guleff Superintendent/President

**Background**

The District’s California Community Colleges Technology Center requires information technology services to provide Cloud Amazon Web Services (AWS) management services to provide Cloud Infrastructure as a Service (IaaS) and Cloud Platform as a Service (PaaS) in support of statewide grant operations. Funding will be allocated from the Student Enrollment, Data Management, and Systemwide Infrastructure Program grants, and Integrated Technology Plan apportionment.

Public Contract Code Sections 10298 and 10299 provide that the Director of the Department of General Services may establish contracts, master agreements, multiple award schedules, cooperative agreements, including agreements with entities outside the state, and other types of agreements that leverage the state’s buying power for the acquisition of goods, information technology goods and services, and services; and state and local agencies may contract with suppliers awarded those contracts without further competitive bidding.

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

On May 17, 2023, the Board approved a contract for information technology services to InterVision Systems, LLC, and on June 20, 2023, the District entered into a contract with InterVision Systems, LLC, for the amount not to exceed of \$1,030,000.00.

**Status**

District staff proposes Amendment #1 to increase the original services agreement with InterVision Systems, LLC, to purchase the required information technology services recently outlined by the Chancellor’s Office in the grants’ revised statements of work and budgets. The total contract sum shall be increased \$620,000.00 for a new total amount not to exceed \$1,650,000.00.

District staff proposes to use CMAS Number 3-22-06-1030, as a source to purchase the required information technology services from InterVision Systems, LLC. District staff has reviewed the terms and conditions and finds that this purchase made from utilizing the CMAS contract will save administrative time and expense, deliver cost savings, and will be in the best interest of the District.

**Recommendation**


It is recommended that the Board of Trustees approve Amendment #1 to the contract with InterVision Systems, LLC, for the required information technology services utilizing CMAS Number 3-22-06-1030, per the terms of the CMAS contract, for the term October 12, 2023 through June 30, 2024, in the amount not to exceed \$620,000.00.

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

It is further recommended that the Board authorize District staff to execute the necessary contract documents related to Amendment #1 for the purchase of information technology services from InterVision Systems, LLC in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting.

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

**October 11, 2023**

<b>Subject:</b> Approval of Contract to Purchase Information Technology Goods and Services from Rainforest QA, Inc., utilizing California Multiple Award Schedule CMAS Number 3-18-70-3509A	<b>Item No:</b> 23-8514 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Contracts	<b>Action Regular</b> <input checked="" type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Assistant Superintendent/ Vice President	<b>Approved By:</b>  <hr style="width: 80%; margin-left: 0;"/> Virginia L. Guleff Superintendent/President

**Background**

The District’s California Community Colleges Technology Center requires information technology goods and services to provide software quality assurance services for development of new software systems and features for a variety of projects. Funding will be allocated from the Student Enrollment, Data Management, and Systemwide Infrastructure Program grants, and Integrated Technology Program apportionment.

Public Contract Code Sections 10298 and 10299 provides that the Director of General Services may establish contracts, master agreements, multiple award schedules, cooperative agreements, including agreements with entities outside the state, and other types of agreements that leverage the state’s buying power for goods, information technology goods and services, and authorizes state and local agencies to contract with suppliers awarded those contracts without further competitive bidding.

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

**Status**

District staff proposes to use CMAS Number 3-18-70-3509A, as a source to purchase the required information technology goods and services from Rainforest QA, Inc., in the amount not to exceed \$200,000.00. District staff has reviewed the terms and conditions and finds that this purchase made from utilizing the CMAS contract will save administrative time and expense, deliver cost savings, and will be in the best interest of the District.

**Recommendation**

It is recommended that the Board of Trustees approve a contract to purchase the required information technology goods and services from Rainforest QA, Inc., utilizing California Multiple Award Schedule


CMAS Number 3-18-70-3509A, per the terms of the CMAS contract, for the term of November 3, 2023 through November 2, 2024, in the amount not to exceed \$200,000.00.

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

It is further recommended that the Board authorize District staff to execute the necessary contract documents related to the purchase of information technology goods and services from Rainforest QA, Inc., in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting.

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

**October 11, 2023**

<b>Subject:</b> Approval of Contract to Purchase Splunk Enterprise from SHI International Corp. utilizing Foundation for California Community Colleges Contract Number 00006779	<b>Item No:</b> 23-8515 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Contracts	<b>Action Regular</b> <input checked="" type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Assistant Superintendent/ Vice President	<b>Approved By:</b>  <hr/> Virginia L. Guleff Superintendent/President

**Background**

The District’s California Community Colleges Technology Center requires Splunk Enterprise to provide reports generator software for the California Community Colleges Information Security Center. Funding will be allocated from the Student Enrollment, Data Management, and Systemwide Infrastructure Program grants, and Integrated Technology Program apportionment.

Public Contract Code Section 20661 authorizes the Chancellor of the California Community Colleges to enter into contract on behalf of one or more community college districts and authorizes districts to participate in any such contract. The Foundation for California Community Colleges (FCCC), a nonprofit organization, serves as the official foundation supporting the Board of Governors, Chancellor’s Office, and the entire California Community College system. FCCC operates CollegeBuys, a cooperative purchasing program designed to leverage the buying power of the 73 community college districts. CollegeBuys secures the most advantageous pricing from enterprise level vendors using system-wide agreements.

**Status**

District staff proposes to use Foundation for California Community Colleges Contract Number 00006779, as a source to purchase the required Splunk Enterprise license from SHI International Corp. in the amount not to exceed \$322,993.79. District staff has reviewed the terms and conditions and finds that this purchase made from utilizing the FCCC contract will save administrative time and expense, deliver cost savings, and will be in the best interest of the District.

**Recommendation**


It is recommended that the Board of Trustees approve the purchase of the Splunk Enterprise license from SHI International Corp. utilizing Foundation for California Community Colleges Contract Number 00006779, per the terms of the FCCC contract, for the term of December 27, 2023 through December 26, 2024, in the amount not to exceed \$322,993.79.

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

It is further recommended that the Board authorize District staff to execute the necessary contract documents related to the purchase of Splunk Enterprise from SHI International Corp. in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting.

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

**October 11, 2023**

<b>Subject:</b> Approval of Contract to Purchase Tenable.sc from SHI International Corp. utilizing Foundation for California Community Colleges Contract Number 00006779	<b>Item No:</b> 23-8516 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Contracts	<b>Action Regular</b> <input checked="" type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Assistant Superintendent/ Vice President	<b>Approved By:</b>  <hr/> Virginia L. Guleff Superintendent/President

**Background**

The District’s California Community Colleges Technology Center requires Tenable.sc to provide a vulnerability management solution for the California Community Colleges Information Security Center. Funding will be allocated from the Systemwide Infrastructure Program grant.

Public Contract Code Section 20661 authorizes the Chancellor of the California Community Colleges to enter into contract on behalf of one or more community college districts and authorizes districts to participate in any such contract. The Foundation for California Community Colleges (FCCC), a nonprofit organization, serves as the official foundation supporting the Board of Governors, Chancellor’s Office, and the entire California Community College system. FCCC operates CollegeBuys, a cooperative purchasing program designed to leverage the buying power of the 73 community college districts. CollegeBuys secures the most advantageous pricing from enterprise level vendors using system-wide agreements.

**Status**

District staff proposes to use Foundation for California Community Colleges Contract Number 00006779, as a source to purchase Tenable.sc from SHI International Corp. in the amount not to exceed \$319,969.19. District staff has reviewed the terms and conditions and finds that this purchase made from utilizing the FCCC contract will save administrative time and expense, deliver cost savings, and will be in the best interest of the District.

**Recommendation**


It is recommended that the Board of Trustees approve the purchase of the Tenable.sc from SHI International Corp. utilizing Foundation for California Community Colleges Contract Number 00006779, per the terms of the FCCC contract, for the term of December 21, 2023 through December 20, 2024, in the amount not to exceed \$319,969.19.

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

It is further recommended that the Board authorize District staff to execute the necessary contract documents related to the purchase of Tenable.sc from SHI International Corp. in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting.

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

**October 11, 2023**

<b>Subject:</b> Approval of Contract with U.S. Bank for Travel Payment Services utilizing State of California Department of General Services Master Agreement Number 5-23-99-37-01	<b>Item No:</b> 23-8517 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Contracts	<b>Action Regular</b> <input checked="" type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Assistant Superintendent/ Vice President	<b>Approved By:</b>  <hr/> Virginia L. Guleff Superintendent/President

**Background**

The District requires services from the Department of General Services Statewide Travel Program to provide travel management and travel payment services for employees traveling on official District business. Funding for the services will be allocated from department budgets.

Public Contract Code Sections 10298 and 10299 provide that the Director of the Department of General Services may establish contracts, master agreements, multiple award schedules, cooperative agreements, including agreements with entities outside the state, and other types of agreements that leverage the state’s buying power for the acquisition of goods, information technology goods and services, and services; and state and local agencies may contract with suppliers awarded those contracts without further competitive bidding.

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

**Status**

District staff recommends use of the awarded Department of General Services Agreement Number 5-23-99-37-01, as a source to purchase the required travel management and travel payment services from U.S. Bank, as needed during the term November 1, 2023 through October 31, 2024, in the amount not to exceed \$943,257. District staff has reviewed the terms and conditions and finds that services purchased utilizing the Department of General Services contract will save administrative time and expense, deliver cost savings, and will be in the best interest of the District.

**Recommendation**


It is recommended that the Board of Trustees approve a contract to purchase travel management and travel payment services from U.S. Bank utilizing the Department of General Services Agreement Number 5-23-99-37-01, per the terms of the contract, for the term of November 1, 2023 through October 31, 2024, in the amount not to exceed \$943,257.

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

It is further recommended that the Board authorize District staff to execute the necessary contract documents related to the purchase of travel management and travel payment services from U.S. Bank in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting.

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

**October 11, 2023**

<b>Subject:</b> Board Criteria for 2024-25 Budget Development	<b>Item No:</b> 23-8518 <b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Category:</b> Finance	<b>Action Regular</b> <input checked="" type="checkbox"/> <b>Information Consent</b> <input checked="" type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Assistant Superintendent/ Vice President	<b>Approved By:</b>  <hr/> Virginia L. Guleff Superintendent/President

**Background**

Each year the Board of Trustees adopts criteria to be used in the development of the District’s annual budget. The budget document will provide an assessment as to which criteria were or were not accommodated.

**Status**

The initial step in the 2024-25 budget development process is to determine the Board’s budget criteria. The 2024-25 budget criteria is drafted from the 2023-24 budget criteria with some modifications. The document was reviewed by the President’s Leadership Team and the Planning & Budget Committee. The draft Budget Criteria is submitted to the Board for review and discussion.

The criteria with any recommended changes from the Trustees will return to the Board of Trustees for approval at the November 15, 2023 regular meeting.

**BUTTE-GLENN COMMUNITY COLLEGE DISTRICT**  
**BUDGET CRITERIA**  
**~~2023-24~~2024-25**

The purposes of the District budget are to provide a) students a high quality, accessible learning-centered education; b) the resources and support needed to deliver effective instruction and services; c) the resources and support to facilitate the teaching-learning process; and d) the means to manage the district in an efficient and cost-effective way.

The criteria listed below are separated into categories that a) reflect philosophy; b) reflect legal, financial ~~or~~ and statutory requirements; and c) act as procedural guides for the planning & budget development process. Individual items are not listed in priority order either by category or within each category.

### **Philosophy**

We seek to develop a budget that:

- allocates resources to achieve goals-objectives established in the District's strategic-Strategic initiatives and strategic direction Plan as approved by the Board of Trustees, ~~and~~ the Community Colleges System's Vision for Success 2030 and the Governor's Roadmap for the Future;
- provides resources to help the District better focus on enhancing a culture of equity and inclusion;
- maximizes state apportionment revenue via emergency conditions allowance funding or actual Student Centered Funding Formula (SCFF) total computational revenue (TCR);
- provides adequate resources for continued improvement of equitable student outcomes and success;
- provides adequate resources and support for high quality, innovative instructional programs and services to students at all district sites;
- makes reasonable and sound projections for all the District's sources of revenue and student access, equity & success data elements;
- allocates resources to maximize revenue by optimizing enrollment, supplemental funding and completion;
- improves classroom productivity, i.e., weekly student contact hours per full-time faculty equivalent, to make progress toward meeting the contractual goal of WSCH per FTEF;
- includes funding necessary to implement high priority District and system-wide goals and Board policies;
- increases and/or maintains sufficient levels of institutional effectiveness while becoming more efficient and cost effective;
- secures additional funding to supplement state apportionment and support student access, equity, success and completion in accordance with the Strategic Enrollment Management (SEM) Plan;
- maximizes the employment of full-time faculty by exceeding the annual faculty obligation number (FON) to provide a robust curriculum and instructional guidance, support and interactions essential to student success and completion;
- makes every reasonable attempt to avoid layoffs and/or hold them to a minimum should layoffs ever be necessary to ensure the long-term viability of the institution;
- maintains technological currency and security by updating equipment, services, software, and staff training;
- funds District sustainability efforts such as recycling, solar power generation, landscaping, and mechanical system improvement to reduce the District's cost of utilities if the return on investment is reasonable;
- provides adequate resources to maintain existing and newly constructed buildings and grounds;
- provides resources to implement recommendations from the accrediting commission and make progress toward implementing accreditation planning agendas identified by the institution;
- maintains adequate District reserves in excess of 15% with a goal of approximately to exceed 25%;
  - ~~and provides flexibility to respond to emergency situations. (e.g. Wildfires and 2019 COVID-19 pandemic).~~

### **Legal, Financial and Statutory Requirements**

We will develop a budget that:

- achieves and maintains a fifteen percent (15%) unrestricted reserve sufficient to cover a minimum of 2 months General Fund operating expenditures;
- meets the fifty percent (50%) law, i.e., at least 50% of the current expense of education is allocated to instructional salaries and benefits;
- provides for staffing levels required by the Board of Governors in relation to Title 5, Division 6, Chapter 4, Subchapter 3, Articles 1 and 2. This statute is designed to ensure that districts are making good faith attempts to achieve the long-term goal that seventy-five percent (75%) of instruction is provided by full-time faculty;
- includes reasonable provisions to cover all known or projected liabilities to the District (e.g., accumulated vacation, sick leave load bank, retiree medical benefits, pension, etc.); and

**BUTTE-GLENN COMMUNITY COLLEGE DISTRICT**  
**BUDGET CRITERIA**  
**~~2023-24~~2024-25**

- meets all statutory and legally mandated income/expenditure requirements.


**Procedural Guides**

We will develop a budget that:

- is balanced;
- is based upon planning that reflects both current and long-term District needs and system-wide goals;
- makes steady progress toward correcting structural budget issues (e.g. declining revenue, rising costs, lack of ongoing dollars to cover ongoing expenses, etc.) through budget and enrollment strategies, collective bargaining, and service levels commensurate with funding;
- has had campus community involvement and consideration during preparation;
- includes all contractually negotiated costs and expenses;
- includes all known and projected increases in fixed costs; including step, column and longevity salary increases, medical rate increases and STRS & PERS pension rate increases;
- includes salaries and benefits that do not exceed 87% of total unrestricted budgeted expenditures;
- plans to address significant but unfunded items not included in the budget;
- highlights unusual items and/or provides information on substantive changes from previous budgets;
- limits annual non-trust transfer-in allocations to the unrestricted general fund of less than 2% per year of the total unrestricted expenditure budget from non-general fund sources;
- limits annual debt service payments by the unrestricted general fund to 5% of the total unrestricted expenditure budget where such funds do not have a matching revenue stream to off-set such costs; and
- creates time specific plans for the full funding of unfunded liabilities/obligations through specific trust funds and reserve accounts.

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

**October 11, 2023**

<p><b>Subject:</b> Public Hearing and Approval: College and Career Access Pathways (CCAP) Partnership Agreement Appendix which identify dual enrollment course details for the 2023/24 school year at: Hamilton High School.</p>	<p><b>Item No:</b> 23-8519  <b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p><b>Category:</b> Instruction</p>	<p><b>Action Regular</b> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>      <b>Information Consent</b> <input type="checkbox"/> <input type="checkbox"/></p>
<p><b>Submitted By:</b> Erik Shearer, Vice President</p>	<p><b>Approved By:</b>           _____          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 Appendix which identify dual enrollment course details for the 2023/24 school year at: Hamilton High School.

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

**October 11, 2023**

<b>Subject:</b> Accreditation 18-month Follow-Up Report	<b>Item No:</b> 23-8520 <b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Category:</b> Instruction	<b>Action Regular</b> <input type="checkbox"/> <input checked="" type="checkbox"/> <b>Information Consent</b> <input checked="" type="checkbox"/> <input type="checkbox"/>
<b>Submitted By:</b> Erik Shearer, Vice President	<b>Approved By:</b>  <hr/> Virginia L. Guleff Superintendent/President

**Background**

In June 2022, Butte College received reaffirmation of accreditation from the ACCJC with the requirement for an 18-month follow-up report to address a finding of noncompliance with Standard III.A.5 governing the frequency and regularity of employee evaluations. The college has corrected the deficiency, completed most outstanding employee evaluations, and implemented new processes and systems to remain compliant. The report is due by November 15, 2023. It is anticipated that the ACCJC will review the report and take action at their January meeting.

**Status**

The college has completed the required 18-month report for the ACCJC and is reporting full compliance with the accrediting standards for employee evaluations.