



BOARD OF TRUSTEES
Notice of Regular Meeting

Wednesday, February 14, 2024 | 1:00 PM
District Board Room
Student and Administrative Service Building
[Non-interactive Zoom Link](#)

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

Pledge of Allegiance to the Flag

Page

1. Agenda Approval












2. Communications from the Public - Consent Agenda

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

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

3. Approval of Consent Agenda

Items listed under the Consent Agenda are considered to be routine and are acted on by the Board of Trustees in one motion.

3.1	Approval of Minutes of Special Meeting 01/24/24 	6 - 10
3.2	Approval of Minutes of Regular Meeting 1/24/24 	11 - 14
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3.5	Awarded Grants During the Quarter Ending 12/31/23  Grant Award Report 	21 - 22
3.6	Approval of International Travel for Faculty: Australia 	23
3.7	Faculty Using Accumulated Load Bank 	24
3.8	Approval of Fall 2023 Curriculum Activity  Fall 2023 Curriculum Activity - Courses  Fall 2023 Curriculum Activity - Programs 	25 - 32
3.9	Approval and/or Ratification of Personnel Actions  Management <i>Employments</i> Academic Employees <i>At-will employments, temporary employments, and assignments</i> Classified Employees <i>Employments, lateral transfers, temporary and permanent increases</i> Temporary Employees <i>Substitutes, short-term/seasonal, and professional experts</i>	33 - 40

4. Reports

4.1	Academic Senate President's Report
4.2	Classified Senate President's Report
4.3	Student Trustee Comments
4.4	Vice President Report

4.5 Superintendent/President's Report


4.6 Board Comments


5. Communications from the Public

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


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

6. Finance

6.1 [Authorization to Increase Student Transportation Fees for 2024-25](#)  41

6.2 [Authorization to Increase Nonresident Tuition Fee for 2024-25](#)  42 - 43

7. Administration

7.1 [Proposed Revisions, Review and Adoption of Board Policies](#)  44 - 48

[BP 7100 Commitment to Diversity](#) 

[BP 7110 Delegation of Authority](#) 

[BP 7120 Recruitment and Hiring](#) 

[BP 7160 Professional Development](#) 

8. Future Dates

03/13/2024 Regular Meeting Glenn County Center 1:00 p.m.

04/17/2024 Regular Meeting Main Campus 1:00 p.m.

05/15/2024 Regular Meeting Main Campus 1:00 p.m.

06/26/2024 Board Retreat Main Campus 9:00 a.m.

06/26/2024 Regular Meeting Main Campus 3:00 p.m.

9. Human Resources

10. Closed Session

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

Pursuant to Government Code Section 54957:

- 10.1 EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/COMPLAINT

Pursuant to Government Code Section 54957.6

- 10.2 CONFERENCE WITH LABOR NEGOTIATOR
Name of Agency Negotiator: Andrew Suleski, Erik Shearer,
Chris Little
Name of organization representing employees: BCEA

Pursuant to Government Code Section 54956.95:

- 10.3 LIABILITY CLAIM – Update on claim against the District
Claimant: Donald Finkbiner
Agency: Butte-Glenn Community College District
- 10.4 LIABILITY CLAIM – Update on claim against the District
Claimant: Susan Dawson
Agency: Butte-Glenn Community College District
- 10.5 LIABILITY CLAIM – Update on claim against the District
Claimant: Martin, et al. vs. CCC, et al.
Agency: Butte-Glenn Community College District
- 10.6 LIABILITY CLAIM – Update on claim against the District
Claimant: Shawn Smith
Agency: Butte-Glenn Community College District

11. Adjournment

- 11.1 Adjourn Meeting

For Information concerning this Agenda, please contact:
Butte College President’s Office
3536 Butte Campus Drive, Oroville, CA 95965 (530) 895-2484

Persons requiring disability accommodation, please notify this office 48 hours prior to the scheduled meeting. Meetings are held in wheelchair accessible locations.

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



MINUTES OF SPECIAL MEETING

January 24, 2024 | 9:00 A.M.

District Board Room
Student and Administrative Services Building

The Board of Trustees of the Butte-Glenn Community College District met on Wednesday, January 24, 2024, at 9:00 A.M., in the District Board Room at Butte College in Oroville, California.

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

Board Members Absent None

Staff Members Present Ms. Virginia L. Guleff, Superintendent/President
Mr. Andy Suleski, Asst Superintendent/Vice President
Mr. Erik Shearer, Vice President
Mr. Brad Zuñiga, Interim Vice President
Ms. Melissa Cafferata-Ainsworth, Executive Assistant to the President & Board of Trustees
Ms. Linda Zorn, Interim Executive Director of the Butte College Foundation
Ms. Tristan Bosch, Program Administrator – Institutional Advancement

Guests None

Pledge of Allegiance

Board President Massa led the Pledge of Allegiance.

1. Agenda Approval

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

Motion carried unanimously. Student Trustee – aye.

2. Communications from the Public

There were no public comments.

3. Presentation from the Butte College Foundation

Linda Zorn, Interim Executive Director of the Butte College Foundation, provided background information about the Butte College Foundation, which is a 501(c)(3) non-profit and auxiliary organization of the college. Like the college, its mission is student centric.

Tristan Bosch, Program Administrator-Institutional Advancement, provided an overview of the Foundation's 2022-23 finances. The Foundation awarded 512 scholarships totaling \$417,619, and 17 grants and donations totaling \$9,608. The Foundation also supported grants to departments and provided department account and grant management. Ms. Bosch reported that the Foundation received eight new endowments this year. In 2023, the college's Giving Tuesday campaign followed a different model focusing on donations to specific departments or programs and raised \$43,775. The 2023 Butte College Foundation Spring Gala was the most successful to date. Ms. Bosch reminded the Board of Trustees that the 2024 gala will be held March 2.

Ms. Zorn reported that the Foundation Board undertook strategic planning in November and will approve their strategic plan at their next meeting. The plan includes the development of five goals, which Ms. Zorn reviewed. She concluded by summarizing the ongoing events and programs the Foundation supports, noting that the Foundation conducts a great deal of external relationship building for Butte College.

Board Vice President McGinnis asked about student need compared to the number of scholarships provided. Ms. Zorn explained that the Foundation is working to encourage more students to apply for scholarships in part to gauge need. She added that the Foundation is looking at avenues other than scholarships to support students. Trustee Krepelka thanked Foundation staff for the excellent presentation. Trustee Nock indicated that he's excited about the foundation's future direction as outlined in the Foundation strategic plan.

4. Strategic Enrollment Management Plan Update

Superintendent/President Guleff indicated that the Board of Trustees received Butte College's Strategic Enrollment Management (SEM) plan in June. Today's presentation will be about progress the college has made to date. She commended Vice President for Instruction Shearer and Interim Vice President for Student Services Zuñiga and their staff for the work they've done in this area.

Vice President Shearer provided a high-level overview of the college's SEM plan to provide a sense of the college's trajectory. FTES is the primary metric for the plan as the college seeks restoration to 10,400 FTES by 2027-28. Additionally, the goal for the Chico Center is 1,000 FTES and 250 FTES at Glenn Center. Vice President Shearer reported that the college implemented a daily enrollment report this year. As of this morning, the spring 2024 semester's credit enrollments are up 11%, but he cautioned that he expects it to drop slightly in the next two weeks. The fall 2023 semester FTES increased 10% over the previous fall. He noted that for spring 2024, head count shows less of an increase which indicates that students are enrolling in more units. For the 2022-23-year, Butte College reported 7,784 FTES. The projection for 2023-24 is 8,300 FTES.

Vice President Shearer reported that the Office of Instruction is looking at non-standard class scheduling including Friday and Saturday classes to accommodate students' schedules. At the centers in particular, weekend classes are under consideration but they also require additional staffing.

Vice President Shearer reviewed the SEM plan's eight major goals and the metrics used to track progress. He noted that some of the metrics are long-term longitudinal measures that can't be reported six months into the plan. The SEM plan contains 65 actions – four have been

implemented, 39 are well underway, and 21 are in the early planning stages or dependent on other parts of the plan to be implemented. The five primary actions this year consist of center workgroups; opt-out scheduling; new scheduling software, timelines, and process; a dual enrollment plan; and the expansion of non-credit courses. Highlights from this year include the expansion of dual enrollment courses in Oroville, particularly general education (GE) courses; the expansion of Career Technical Education (CTE) programs such as the accelerated nursing program; and the creation of a taskforce to address coming changes to GE requirements. Vice President Shearer noted that starting in fall 2024, Glenn Center will offer the entire allied health preparation sequence. Student Trustee Heaton commented that Glenn Center would benefit from more study rooms and additional shared student spaces.

Vice President Zuñiga presented Butte College's opt-out scheduling program, which is called Dash Scheduling and is aligned with Guided Pathways. It encourages students to enroll in a 15-unit full-time schedule but allows them to opt out. He explained that data shows that students who take 15 units in their first year are more likely to complete, as are students who complete transfer-level English and math their first year. There's also a financial aid benefit to students enrolled in 15 or more units. Vice President Zuñiga concluded that encouraging new students to enroll in 15 units will require a philosophical shift and the college to provide students with the support they need.

Superintendent/President Guleff concluded that she's very proud of the college's thoughtful, systematic, data-driven work on the SEM plan.

Trustee Massa called a 10-minute recess at 10:40am.

5. Budget and Five-Year Plan Update

Superintendent/President Guleff introduced Assistant Superintendent/Vice President Suleski to discuss the budget and five-year plan.

Assistant Superintendent/Vice President Suleski indicated that Butte College's budget is based on our vision and values, as is the state budget, and although the 2024-25 state budget is a bit different, it seeks to protect gains made in the last few years. The proposed budget expands on the community college system's equity-based goals and reflects the chancellor's Vision 2030. Assistant Superintendent/Vice President Suleski noted that the deficit was less than projected. The proposed budget maintains funding for career education, mental health, homelessness, public safety, and climate action. Part of the deficit will be covered by reserves to protect schools and colleges from cuts. However, the COLA will be very small and there's no prior year restoration.

Assistant Superintendent/Vice President Suleski reviewed the funding Butte College receives per student under the Student-Centered Funding Formula (SCFF).

Assistant Superintendent/Vice President Suleski noted that Butte College's auxiliary programs provide critical support to our students but are no longer self-supporting and cost almost \$2.5 million per year. He noted that this year, the college focused on the bookstore and transportation. He indicated that the Board of Trustees will be asked to increase the transportation fee while the college continues to look at how to reduce costs. Bookstore operations have been contracted out to Follett starting in March. Board Vice President McGinnis asked about bookstore operations closing at Chico Center. Assistant Superintendent/Vice President Suleski responded that Follett will have a presence there at the beginning and end of every semester and the college will provide vending machines. He added that the college will work on addressing the Student Health Clinic, dining services, and the Child Development Center

(CDC) next. He emphasized that the college does not want to eliminate services but must reduce the impact on the general fund.

Assistant Superintendent/Vice President Suleski provided an overview of the five-year projection and noted that 2024-25 is the last year the college will receive funding for COLA, but fixed costs will continue to increase. However, the college will retain the ability to increase salaries if it chooses in order to remain a competitive employer. He noted that this projection does not include use of reserves and continues to grow them. The self-insurance fund will grow by \$2.5 million this year due to the settlement from the Fire Victims fund. The Board of Trustees can redesignate those funds as it sees fit.

Assistant Superintendent/Vice President Suleski provided a planning overview for the Measure J bond. Series A through C have been issued. Series D and E will be issued in 2025 and 2028, respectively. Trustee Boeger asked about the bond's refinancing terms and the ability to pay it off sooner. Assistant Superintendent/Vice President Suleski responded that he will look into the college's options.

President Guleff thanked Assistant Superintendent/Vice President Suleski for his presentation, noting that this is the last comprehensive presentation he'll have the opportunity to give to the Board before retirement.

During lunch, the Board discussed the transition to the Board Docs platform and the need for devices to access agendas during meetings.

6. Review of Board Code of Ethics

Board Vice President McGinnis explained that the accrediting commission and league recommend that boards review their code of ethics annually, most importantly to remind trustees of their ethical obligations. Butte College Board Policy 2715, Board Code of Ethics, was last reviewed in 2021 and won't be up for formal review for a few years. He noted that the college's board is well versed in their ethical requirements. Board President Massa suggested that it might be prudent to have legal counsel provide ethics training periodically, as well as any other required training. Board Clerk Blacklock noted that trustees might also benefit from IT training. Board President Massa suggested that the Board should consider taking any training the college requires for employees.

7. Update on Board Goals

Superintendent/President Guleff reviewed the goals the board set at their October 2022 retreat, which will remain in place through the end of this academic year. The development of the SEM plan addresses goal 1. For goal 2, the Board has approved software purchases that will improve organizational and operational efficiencies, as well as worked on the strategic plan. Trustee Krepelka noted that in addition to software purchases, he'd like to see evidence that infrastructure has been put into place to ensure efficiency, set goals, and make sure progress is being tracked. Trustee Blacklock indicated that he's interested in the processes the college uses to engage with new and better ways of operating. Trustee Nock noted that he'd like some sort of regular update about cyber security. Goal 3 relates to the use of data. The Board has reviewed student success data, as well as approving the Equal Employment Opportunity (EEO) and Student Equity plans. To increase community connections for goal 4, President Guleff has attended a variety of functions with various stakeholders in our service area. She noted that she'd like to include a goal specific to the Butte College Foundation in the next iteration of goals. The October board retreat and strategic plan both addressed developing and advancing innovation for goal 5. The Board has had study sessions and continues to review board policies through a DEIA² lens to

meet goal 6. President Guleff noted that she'd like to discuss communication, which constitutes goal 7, at the June retreat or as part of the Superintendent/President evaluation process. With respect to goal 8 and Board support for the development of the Superintendent/President, she noted that attendance at Community College League of California (CCLC) conferences has been particularly helpful.

8. Update on Superintendent/President Goals

Superintendent/President Guleff provided an overview of progress on her goals, which largely reflect the board's goals. In addition to the items discussed with respect to the Board's goals, she also made recommendations regarding the new building at Chico Center to expand the college's cosmetology and science programs. Work on the mission statement and strategic plan addressed her goals, as did the 18-month accreditation follow-up report. Superintendent/President Guleff noted that the college is working on position control software. To strengthen institutional data collection, the college continues to contract with MIS and curriculum analysts. A system for leadership to review data reports before they are submitted is also in development. The college also continues to update and revise the unit planning process. With respect to DEIA², the college is making progress on improving the accessibility of the web site. Superintendent/President Guleff concluded by summarizing the professional development opportunities she has benefitted from. Trustee Dahlmeier reminded her to include her attendance at the CASE conference as an accomplishment with respect to the Foundation.

9. Superintendent/President Evaluation Timeline

The evaluation committee will proceed with the evaluation of the Superintendent/President according to timeline described by AP 2435.

10. Adjournment

Board President Massa adjourned the meeting at 1:51 P.M.



MINUTES OF REGULAR MEETING

January 24, 2024 | 3:00 P.M.

District Board Room
Student and Administrative Services Building

The Board of Trustees of the Butte-Glenn Community College District met on Wednesday, January 24, 2024, at 3:00 P.M., in the District Board Room at Butte College in Oroville, California.

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

Board Members Absent None

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

Guests None

Pledge of Allegiance

Board Vice President McGinnis led the Pledge of Allegiance.

1. Agenda Approval

It was moved by Board Clerk Blacklock, seconded by Trustee Krepelka, 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, Items 3.1-3.8

It was moved by Trustee Nock, seconded by Board Vice President McGinnis, to approve the consent agenda.

Motion carried unanimously. Student Trustee – aye.

4. **Reports**

Academic Senate President's Report – Jess Vickery

Academic Senate President Vickery indicated that the Academic Senate has not met since the last Board of Trustees meeting but participated in several professional development activities during Flex week. The Senate held their pre-semester trainings in parliamentary procedures and Brown Act compliance as well as their CTE caucus to discuss current initiatives and concerns from Career and Technical Education faculty. The Academic Assembly received updates from offices and constituencies across campus including the Offices of Instruction and Student Services; the Senate's standing sub-committees such as Curriculum, Distance Education, and Professional Development; and the Diversity Committee. The Senate also continued its ongoing discussion of the impact of AI. Finally, in collaboration with the Office of the President and IDEA Office, a second training was held for department chairs. This time, the focus was on the development of committee charter and bylaws documents, which is connected to College Council's ongoing work to update the Institutional Effectiveness Manual.

Classified Senate President's Report – Chris Westbay

Classified Senate President Westbay reported that Classified Senate met since the last Board of Trustees meeting and is whole again after replacing departing senators. Malcom Dixon and Jordan Rodriguez are new senators. The Classified Senate has started preparing for elections and its emeritus process. They also plan to review their constitution and bylaws. Classified Senate President Westbay reported that the group is preparing for the Spring Gala, to which they traditionally donate a silent auction item. This year, it will be an original print from a student photographer. Classified Senate President Westbay reported that the classified employee scholarship application is open. The award is \$500 for a permanent classified employee taking three units or more from an accredited school. Applications are due February 6. Classified Senate was involved with Ask Me booths this week; Caring Campus coordinated the Ask Me booths this week. Classified Senate President Westbay praised Melanie Fierro and Meredith Marasco for chairing the effort with the support of Magian Smith. Finally, the Classified Senate is having a fundraiser at Chipotle on East Ave. on February 21. A portion of purchases will go to the Classified Professional Development and Scholarship Fund.

Student Trustee Comment – Liz Heaton

Student Trustee Heaton reported that Student Life held Welcome Days this week; she attended to interact with students. Student clubs will host a series of monthly breakfasts this semester. She noted that Student Senate will start a program called Tabling Tuesdays to interact with students and recruit for upcoming elections; there are four vacancies. The first Associated Students meeting will be Tuesday, January 30. Student Trustee Heaton concluded by recognizing the Student Life Office for showing up for students during a difficult time.

Vice President Report – None

Superintendent/President's Report – Virginia Guleff

Superintendent/President Guleff reported that Diego Navarro, who helps colleges implement Guided Pathways, provided the keynote presentation to faculty on Institute Day. He will provide several professional development opportunities at the college as part of the Light to Inspire program. She noted that Convocation was held January 17, and the college continues to make progress on its year of connecting to community. Ryan Bentz, Glenn County Superintendent of Schools, with whom the college is partnering on several initiatives, attended Convocation. Superintendent/President Guleff noted that the vice presidents did a wonderful job during their presentations making connections between the strategic plan and work happening at the college.

Superintendent/President Guleff reported that ACCJC notified Butte College that its accreditation has been reaffirmed following the submission of the 18-month follow-up report in response to a finding about employee evaluations. She noted that many people contributed and recognized the efforts of Vice President Shearer and Executive Director of Human Resources, Chris Little, and all the managers who worked to catch up on evaluations.

Superintendent/President Guleff reported that Butte College's welding program hosted its annual Arc Exposure event in January with two, two-day sessions. More than 100 high school students came to campus to see the facilities and meet instructors. Superintendent/President Guleff noted that it is a great outreach event. She also reported that the music department is also doing great things. Instructor Ryan Heimlich received the California Music Education Association's John Swain College Educator Award. Instructor Hesam Abedini's student John Paul Bowers won second place in the 2023 Music Association of California Community Colleges' Composition Competition.

Superintendent/President Guleff reported that at the end of the fall semester she hosted holiday cookie events on campus and attended the RN pinning ceremony. She attended the Butte College Crab Feed last weekend and will attend a CCLC conference with several trustees this weekend.

Board Comments

Trustee Boeger thanked the people who worked on the strategic plan, noting that a lot of hard work went into it. He added that he's pleased to see the basketball team's success and #1 ranking. Trustee Dahlmeier indicated that he's excited to start a new semester and hopes everyone is rested and ready. Board Vice President McGinnis reported that having seen the accrediting commission summary report, he's grateful Butte College was able to reaffirm its accreditation, which is a lot of hard work. He added that he's taking another class this semester and suggested providing more information to students about the bookstore transition. He concluded that he recently learned about an AI product called Turbo Learn, and is concerned that technology is going to be very difficult to keep up with. Board Clerk Blacklock indicated that he attended the crab feed, which he noted is always a lot of fun. He particularly enjoyed interacting with student athletes. Trustee Krepelka reported feeling inspired by the board retreat and convocation. He noted that the Spring Gala is March 2, and encouraged people to get tickets early. Trustee Krepelka indicated that the energy from the vice presidents and the Foundation during the board retreat was fantastic, adding that he's excited about the future of the Foundation. Board President Massa reported that he attended the North State Economic Forecast conference and was surprised to hear the focus on education in our area and how it will provide a strong foundation for economic growth.

5. Communications from the Public

There were no public comments.

6. Contracts

Approval of Contracts, Item 6.1

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

Motion carried unanimously. Student trustee – aye.

Approval to Contract with the California Department of Social Services for General Child Care & Development Program Funding 2024-2025, Resolution 820, Item 6.2

It was moved by Board Vice President McGinnis, seconded by Trustee Nock, to approve resolution 820 for Approval to Contract with the California Department of Social Services for General Child Care & Development Program Funding 2024-2025. Student Trustee Heaton asked if this is continuous or one-time funding, noting that students have ideas about how it could be used to benefit students. Dean Denise Adams explained that this grant pays for childcare for low-income students and families, and the funds have already been allocated. It's a grant the Child Development Center has received for several years.

Motion carried by the following roll call vote:

Ayes: Trustees Massa, McGinnis, Blacklock, Boeger, Dahlmeier, Krepelka, and Nock

Nos: None

Abstentions: None

Absent: None

Approval of Contract to Purchase Information Technology Goods and Services from ePlus Technology, Inc., Utilizing State of California Participating Addendum Number 7-20-70-47-04, Item 6.3

It was moved by Board Clerk Blacklock, seconded by Trustee Krepelka to approve the contract to purchase information technology goods and services from ePlus Technology, Inc., utilizing State of California Participating Addendum Number 7-20-70-47-04 in accordance with Board Policy 6340.

Motion carried unanimously. Student trustee – aye.

7. Administration

Approval of the Butte College Strategic Plan, Item 7.1

It was moved by Board Vice President McGinnis, seconded by Board Clerk Blacklock, to approve the Butte College Strategic Plan.

Motion carried unanimously. Student trustee – aye.

8. Closed Session

The Board of Trustees of the Butte-Glenn Community College District did not meet for closed session.

9. Adjournment

Board President Massa adjourned the meeting at 3:32 PM.

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

February 14, 2024

Subject:	Approval of Warrants
Category:	Finance
Submitted By:	Andrew Suleski, Assistant Superintendent/Vice President
Attachment:	No
Type:	Action
Agenda Section:	Consent

It is recommended that the Board of Trustees approve the vendor, payroll, and financial aid warrants for the period of January 5, 2024 to February 1, 2024.

Type of Warrant	Check/Voucher Sequence	Total
Vendor	701468 - 702498	\$ 10,145,424.81
Payroll	528467 – 528570	\$ 4,414,242.76
Financial Aid	393761 – 396637	\$ 3,759,961.65

Warrant registers are available for review in the Business Office.

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

February 14, 2024

Subject:	Ratification of Contracts
Category:	Contracts
Submitted By:	Andrew Suleski, Assistant Superintendent/Vice President
Attachment:	Yes
Type:	Action
Agenda Section:	Consent

Background

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

Status

The attached Contracts Ratification Report represents contracts entered into on behalf of the District during the month of January 2024. 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

January 2024

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
12/14/23	12/14/23	El Rey Theater	Facility Use Rental for Butte Film Club Video Showcase <i>New contract since previous ratification.</i>	(\$1,800.00)	Fiduciary	Student Life	Zuniga
3/3/24	3/6/24	The Murieta Inn & Spa	NFNRC Regional Summit 2024 Venue	(\$50,000.00)	Restricted General	North Far North Regional Consortium	Shearer
7/21/24	7/24/24	Margitaville Resort Lake Tahoe	NFNRC Voting Member & Proxy Planning Meeting Venue	(\$28,000.00)	Restricted General	North Far North Regional Consortium	Shearer
1/9/24	5/24/24	AltaCal Audobon Society	Learning-Aligned Employment Program Addendum for Intern Assignment	(\$7,000.00)	Restricted General	Career Center	Zuniga
1/9/24	5/24/24	AltaCal Audobon Society	Learning-Aligned Employment Program Addendum for Intern Assignment	(\$7,000.00)	Restricted General	Career Center	Zuniga
1/19/24	5/24/24	Atlas Consulting Services	Learning-Aligned Employment Program Addendum for Intern Assignment	(\$8,852.00)	Restricted General	Career Center	Zuniga
12/19/23	5/24/24	Community Action Agency of Butte County	Learning-Aligned Employment Program Addendum for Intern Assignment	(\$7,971.00)	Restricted General	Career Center	Zuniga
12/19/23	12/18/26	Enchanted Play	Learning-Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
10/3/23	5/24/24	Mains'l Services	Learning-Aligned Employment Program Addendum for Intern Assignment	(\$2,477.00)	Restricted General	Career Center	Zuniga
12/14/23	12/13/26	Northern California Regional Land Trust	Learning-Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
9/11/23	9/10/26	Oroville Chamber of Commerce	Learning Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
10/25/23	10/24/26	Social High Rise	Learning-Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
11/16/23	11/15/26	Sun West Milling	Learning Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
1/22/24	1/21/27	Embrace Wealth Management	Work Experience Education Program	\$0.00	N/A	Career Center	Zuniga
1/22/24	1/21/27	European Wax Center	Work Experience Education Program	\$0.00	N/A	Career Center	Zuniga
11/4/23	11/4/23	Brian McNamara	Gallery Artist Demonstration	(\$500.00)	Fiduciary	Student Life	Zuniga
12/3/23	12/3/23	Dalen Muster	Drama Videographer	(\$350.00)	Fiduciary	Student Life	Zuniga
12/1/23	12/4/23	Soid Estrada	Drama Stage Manager	(\$700.00)	Fiduciary	Student Life	Zuniga
8/17/23	1/11/24	Shani Shay	Guest Speaker Virtual Presentations Amendment to Term	\$0.00	N/A	Rising Scholars	Shearer
1/16/24	1/19/24	Alan Kirk Lindgren	Arc Exposure 2024 Demonstrations	(\$2,600.00)	Foundation Agency Account	Welding	Shearer
1/16/24	1/19/24	Weld Like a Girl	Arc Exposure 2024 Demonstrations	(\$2,600.00)	Restricted General	Industrial Technology Programs	Shearer
1/16/24	6/30/24	Creative Imaging Center	Freelance Photographer	(\$2,500.00)	Restricted General	Marketing	Zuniga
1/22/24	12/31/25	CA Department of Fish and Wildlife	Student Fees for DFW-Sponsored Students enrolled in courses for Law Enforcement Academy Fish and Wildlife Emphasis Amendment to Scope of Work and Payment	\$53,393.90	Unrestricted General	Public Safety Education & Training	Shearer
1/16/24	Upon Incident Resolution	Cipriani & Werner	Cyber Breach Legal Counsel	Expense based on Services per Fee Schedule	Self Insurance	Administration	Suleski
10/1/23	9/30/24	Chico State Enterprises	CalFresh Outreach Services Amendment to Scope of Work and Budget	(\$12,473.00)	Restricted General	Student Services	Zuniga
3/1/24	3/1/29	Computer Sports Medicine, Inc.	SportsWareOnline Software Service	Expense based on Concurrent Users Initial Annual Expense (\$1,375.00)	Unrestricted General	Athletics	Shearer
1/22/24	Until Completed	CWDL	Employer Retention Tax Credits Services	Fixed Fee = 10% of Credit	Unrestricted General	Business Services	Suleski
12/1/23	6/15/24	Stonewall Alliance	Develop and Provide Training Modules for Resource Family Approval Participants	(\$1,075.00)	Restricted General	Foster Kinship Care Education Program	Zuniga

**Board of Trustees Meeting
February 14, 2024**

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

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

January 2024

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
12/1/23	1/31/24	The RP Group	Goals Review, Customizing Presentation, and Delivering Presentation	(\$1,200.00)	Restricted General	Inclusion Diversity Equity & Anti-Racism	Guleff
Upon Download	Until Terminated	Tinius Olsen Limited	Horizon Platform Based Software License	(\$8,131.70)	Restricted General	Physical Science	Shearer
1/24/24	Upon Payment	ComputerLand of Silicon Valley	Creative Cloud All Apps Pro Higher EDU Students	(\$1,399.65)	Unrestricted General	Business Education	Shearer
1/1/24	6/30/24	Adobe, Inc.	Creative Cloud All Apps Pro Higher EDU Students License	\$0.00	Unrestricted General	Business Education	Shearer
8/21/23	5/24/24	Biggs Unified School District	College & Career Access Pathways Partnership Agreement Appendix <i>New Appendix since previous ratification.</i>	(\$5,900.00)	Restricted General	Dual Enrollment	Shearer
12/31/23	12/31/24	STATco	CATEMA System License	(\$1,800.00)	Unrestricted General	Dual Enrollment	Shearer
1/18/24	7/23/25	Berberian Nut Company, LLC	Employer Participation Agreement Employment Training Panel (ETP) Project	\$0.00	Restricted General	Contract Education	Shearer
1/25/24	7/23/25	Butte Construction Company	Employer Participation Agreement Employment Training Panel (ETP) Project	\$0.00	Restricted General	Contract Education	Shearer
1/24/24	7/23/25	Carriere Family Farms, LLC	Employer Participation Agreement Employment Training Panel (ETP) Project	\$0.00	Restricted General	Contract Education	Shearer
1/16/24	7/25/25	Cascade Orthopedic Supply, LP	Employer Participation Agreement Employment Training Panel (ETP) Project	(\$3,000.00)	Restricted General	Contract Education	Shearer
1/18/24	7/23/25	Chico Heights Rehabilitation & Wellness Centre, LP	Employer Participation Agreement Employment Training Panel (ETP) Project	(\$48,300.00)	Restricted General	Contract Education	Shearer
1/24/24	7/23/25	Chico Terrace Rehabilitation & Wellness Center, LP dba Windsor Chico Care Center, LLC	Employer Participation Agreement Employment Training Panel (ETP) Project	(\$12,880.00)	Restricted General	Contract Education	Shearer
1/18/24	7/23/25	Deseret Farms of California	Employer Participation Agreement Employment Training Panel (ETP) Project	\$0.00	Restricted General	Contract Education	Shearer
1/25/24	12/31/24	Foundation for California Community Colleges	Utility Line Clearance Pre-Inspector Training and Development Project Amendment to Term and Budget	\$897,206.43	Restricted General	Contract Education	Shearer
2/1/24	10/31/24	Habitat for Humanity of Butte County	Employee Training	\$4,800.00	Restricted General	Contract Education	Shearer
12/20/23	6/30/24	Jamie Grettum	Training, Design, and Development Amendment to Fees	(\$625.00)	Restricted General	Contract Education	Shearer
12/6/23	12/31/23	John E. O'Shea	Utility Line Clearance Pre-Inspector Training	(\$2,400.00)	Restricted General	Contract Education	Shearer
12/14/23	5/31/26	Mountain F. Enterprises	California Resilient Careers in Forestry Project	(\$463,140.00)	Restricted General	Contract Education	Shearer
1/11/24	3/1/24	Oroville Police Department	Employee Training	\$5,250.00	Restricted General	Contract Education	Shearer
1/10/24	7/23/25	Rockport Administrative Services, LLC	Employer Participation Agreement Employment Training Panel (ETP) Project	(\$10,000.00)	Restricted General	Contract Education	Shearer
1/2/24	6/30/24	Shasta-Tehama Community College District	Employee Training	Revenue based on Trainings per Fee Schedule	Restricted General	Contract Education	Shearer
1/1/24	12/31/25	Chico State Enterprises	ServSafe Food Safety Training and Certification	(\$13,200.00)	Restricted General	Small Business Development Center	Shearer
1/18/24	6/30/25	Feather River Community College	Strong Workforce Program Regional Allocation	(\$332,681.00)	Restricted General	North Far North Regional Consortium	Shearer
1/24/24	6/30/25	Lassen Community College	Strong Workforce Program Regional Allocation	(\$298,027.00)	Restricted General	North Far North Regional Consortium	Shearer
1/25/24	6/30/25	Los Rios Community College District	Strong Workforce Program Regional Allocation	(\$4,838,079.00)	Restricted General	North Far North Regional Consortium	Shearer
1/15/24	6/30/24	Pacific Sky	Videographer Services for Counselor Conference	(\$17,000.00)	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

January 2024

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
1/15/24	6/30/24	Pacific Sky	Marketing and Videography Services for Lake Tahoe Community College, Sierra College, and Yuba Community College District	(\$95,000.00)	Restricted General	North Far North Regional Consortium	Shearer
1/15/24	6/30/24	Trent Wakenight	Facilitation, Planning, Strategy, and Support for Meetings	(\$35,000.00)	Restricted General	North Far North Regional Consortium	Shearer
1/10/24	6/30/24	Butte County Office of Education	California Adult Education Program Allocation	(\$223,981.00)	Restricted General	Career & Technical Education	Shearer
1/10/24	6/30/24	Glenn County Office of Education	California Adult Education Program Allocation	(\$591,642.00)	Restricted General	Career & Technical Education	Shearer
1/24/24	6/30/24	Hamilton Unified School District	California Adult Education Program Allocation	(\$251,105.00)	Restricted General	Career & Technical Education	Shearer
1/10/24	6/30/24	Oroville Union High School District	California Adult Education Program Allocation	(\$1,393,836.00)	Restricted General	Career & Technical Education	Shearer
1/10/24	6/30/24	Paradise Unified School District	California Adult Education Program Allocation	(\$133,744.00)	Restricted General	Career & Technical Education	Shearer
1/8/24	Until Terminated	Apple Inc.	Piggyback Consent Form to the Apple Direct Customer Agreement between Downey Unified School District and Apple Inc.	Expense based on Equipment Orders	Various	Information Technology	Suleski
1/25/24	Upon Payment	ePlus Technology, Inc.	Hewlett Packard Enterprise Aruba Networking Switch Series	(\$463,832.64)	Restricted General	Information Technology	Suleski
12/11/23	6/30/24	Experis US, Inc.	IT Professional Services Amendment expanding Scope of Services and Deliverables	\$0.00	Restricted General	CCC Technology Center	Suleski
2/1/24	1/31/25	Gartner, Inc.	Subscription-based Research and Related Services IT Leaders Advisor and Technical Professionals Higher Ed Advisor	(\$112,400.00)	Restricted General	CCC Technology Center	Suleski
1/8/24	1/12/24	California Renovation Carpet One	Carpet Installation in Campus Center Student Services Space	(\$20,828.53)	Restricted General	Facilities, Planning, & Management	Suleski
12/1/23	6/30/24	Dawson Landscaping	Replacement of Irrigation Controllers on Main Campus, Chico Center, and Glenn County Center	(\$35,300.00)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
12/18/23	6/30/24	Howard Seal and Stripe	Restriping of Parking Lots at Skyway Center	(\$11,995.00)	Measure J	Facilities, Planning, & Management	Suleski
12/18/23	6/30/24	Howard Seal and Stripe	Restriping of Parking Lots at Chico Center	(\$24,995.00)	Measure J	Facilities, Planning, & Management	Suleski
12/18/23	6/30/24	Joseph Corron Electric	Level Transducer Installation at Sewer Treatment Plant	(\$7,381.48)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
12/1/23	6/30/24	Martin Construction	Demo and Rebuild HVAC Equipment Rooms to support switch out of the HVAC Equipment in Gym	(\$27,000.00)	Restricted General	Facilities, Planning, & Management	Suleski
2/1/24	12/6/24	Opening Technologies, Inc.	Door Handles Installation at Arts, Library, Media Center, Child Development Center, and Business Education Buildings	(\$55,905.00)	Capital	Facilities, Planning, & Management	Suleski
3/18/24	3/29/24	Rock Creek Construction, Inc.	Outdoor Seat Walls at West Side of Gymnasium	(\$54,580.00)	Restricted General	Facilities, Planning, & Management	Suleski
1/2/24	3/30/24	Sierra Range Electric	Fire Alarm Cabling in Business Education Building	(\$24,144.00)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
12/1/23	3/1/24	Technique Communications	Smart Classroom Equipment Installation in Student Services Activity Space in Campus Center Room 156	(\$20,906.00)	Restricted General	Facilities, Planning, & Management	Suleski
12/14/23	1/30/24	Voltage Specialists	Emergency Mass Notification System Repair	(\$21,876.00)	Scheduled Maintenance	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

January 2024

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
2/1/24	4/30/24	Voltage Specialists	Fire Alarm System Upgrade at Swing Space A-G	(\$35,720.00)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
			TOTAL REVENUE CONTRACTS	\$960,650.33			
			TOTAL EXPENSE CONTRACTS	(\$9,834,833.00)			

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

February 14, 2024

Subject:	Awarded Grants During the Period: July 1, 2023 - December 31, 2023
Category:	Grants Research & Development
Submitted By:	Superintendent/President Virginia Guleff
Attachment:	Yes
Type:	Information
Agenda Section:	Consent

Background

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

Status

The attached Grant Awards Report represents grants awarded to the District during the following time period: 7/1/2023 – 12/31/2023. The Superintendent/President or Vice President for Administration has executed the necessary grant agreement documents.

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

Grant Performance Period Start Date	Grant Performance Period End Date	Funding Agency	Grant Award Purpose	Amount Awarded	Originated by: District Department	Approved by: District Administrator
10/1/2023	9/30/2024	US Department of Education, Office of Post Secondary Education	Child Care Access Means Parents in School Program - CCAMPIS (CFDA 84.335A) GAN #P335A210044-23 Action #6 Year 3 of 4.	\$171,764.00	Instruction	Shearer
10/1/2023	9/30/2024	US Department of Education, Office of Post Secondary Education	Developing Hispanic Serving Institutions (DHSI)Program - Title V Grant (CFDA # 84.031S) GAN # P931S220084-23.3.1 AY 2023-24 Award: \$599,999 Year 2 of 5.	\$599,999.00	Instruction / Student Services	Shearer / Zuniga
7/1/2022	6/31/2025	BOG, California Community Colleges Chancellor's Office - 6870	CCCCO Rising Scholars Funding -- Grant Award amendment #1 to FY 22-25 GAN #: G0353 New total award = \$317,941.99	\$57,941.98	Instruction	Shearer
7/1/2023	6/30/2024	Foundation for CA Community Colleges	Youth Empowerment Strategies for Success - Independent Living Program (YESS-ILP) 2023-24. Agreement # 00007719	\$22,500.00	Student Services	Zuniga
7/1/2023	6/30/2024	BOG, California Community Colleges Chancellor's Office - 6870	Grant Agreement - Division: Digital Innovation and Infrastructure. Project: Data Management Grant. GAN # G0886	\$2,820,000.00	Administration	Suleski
7/24/2023	6/30/2025	BOG, California Community Colleges Chancellor's Office - 6870	Grant Agreement - Division: Digital Innovation and Infrastructure. Project: Student Enrollment Grant. GAN # G0885	\$18,000,000.00	Administration	Suleski
7/1/2023	6/30/2025	BOG, California Community Colleges Chancellor's Office - 6870	Grant Agreement - Division: Digital Innovation and Infrastructure. Project: Systemwide Infrastructure. Grant GAN # G0897	\$20,000,000.00	Administration	Suleski
7/1/2023	6/30/2025	BOG, California Community Colleges Chancellor's Office - 6870	Grant Agreement - Division: Education Services and Support. Project: Umoja Campus Programs. GAN # G0625 7/1/2023 - 6/30/2025	\$150,000.00	Student Services	Zuniga
Total Awards for Period: 7/1/2023 - 12/31/2023				\$41,822,204.98		

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

February 14, 2024

Subject:	Approval of International Travel for Faculty Tom Grothe
Category:	Instruction/Professional Development
Submitted By:	Erik Shearer, Vice President of Instruction
Attachment:	No
Type:	Action
Agenda Section:	Consent

Background

Funding is being requested by Tom Grothe to attend the International Communication Association (ICA)'s 74th Annual Conference. The conference theme is Communication and Global Human Rights. It will be held in Gold Coast, Australia, June 20 – 24, 2024.

Status

The greatest and most immediate benefit from attending this conference will serve students who enroll in CMST 9, Intercultural Communication. The ICA Conference is one of the leading Communication Studies conferences focused on the sub-discipline of Intercultural Communication. The relevance of the conference content extends beyond Intercultural Communication to other courses in the Communication Studies discipline, such as Argumentation and Debate. More broadly, the conference theme, Communication and Global Human Rights, supports the campus IDEA2 initiatives and makes a meaningful connection between IDEA2 and Intercultural Communication course content. Students will deepen their understanding of IDEA2 issues and spread that information throughout our campus community through group projects.

Tom's goal is to expand his OER textbook, Exploring Intercultural Communication. This topic area fits naturally with a critical approach to intercultural communication and the lack of its discussion he identifies as a shortcoming in the textbook. The information from this conference will enrich the textbook content for students.

Recommendation

It is recommended the Board authorize international travel for Tom Grothe to Gold Coast, Australia, June 20 – 24, 2024.

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

February 14, 2024

Subject:	Faculty Using Accumulated Load Bank
Category:	Instruction
Submitted By:	Erik Shearer; Vice President of Instruction
Attachment:	No
Type:	Action
Agenda Section:	Consent

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:

<u>Instructor</u>	<u>Discipline</u>	<u>Term Used</u>	<u>Load Used</u>
Patrick McDougall	Physics	Fall 2024	50.00

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

February 14, 2024

Subject:	Approval of Fall 2023 Curriculum Activity
Category:	Instruction
Submitted By:	Erik Shearer, Vice President
Attachment:	Yes
Type:	Action
Agenda Section:	Consent

Background

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

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

Status

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

Recommendation

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

Curriculum Consent Agenda Date	Course	Title	Major/Minor/ Delete	Course #/Subject	Title Change	Units	Hours	Prereq	Coreq	Description	Objectives	Unit Titles	Methods	Materials	Assignments	MIS Code	Ped Cap
11.6.23	ACCT 99	Work Experience-ACCT	Major			x	x			x	x	x	x				
11.6.23	AGS 99	Work Experience-AGS	Major			x	x			x	x	x	x				
11.6.23	AJ 99	Work Experience-AJ	Major			x	x			x	x	x	x				
12.4.23	AJLE 140	Law Enforcement Academy	Minor								x	x					
12.4.23	AJLE 141	Law Enforcement Academy; Fish and Wildlife Emphasis	Minor								x	x		x			
11.6.23	ALH 99	Work Experience-ALH	Major			x	x			x	x	x	x				
11.6.23	ART 99	Work Experience-ART	Major			x	x			x	x	x	x				
11.6.23	ASL 1	American Sign Language I	Minor											x			
11.6.23	ASL 10	Introduction to American Deaf Culture	Minor											x	x		
11.6.23	ASL 2	American Sign Language II	Minor											x	x		
11.6.23	ASL 3	American Sign Language III	Minor											x	x		
11.6.23	ASL 4	American Sign Language IV	Minor										x	x			
9.25.23	AUT 114	Auto Body Repair	Delete														
11.6.23	AUT 22	Automotive Heating and Air Conditioning Lecture	Major				x				x	x		x	x		
11.6.23	AUT 23	Automotive Heating and Air Conditioning Lab	Major				x				x	x		x	x		
11.6.23	AUT 8	Auto Engines Lecture	Major			x	x				x	x			x		
11.6.23	AUT 9	Automotive Engines Lab	Major			x	x				x	x		x	x		
11.6.23	AUT 99	Work Experience-AUT	Major			x	x			x	x	x	x				
11.6.23	BCIS 99	Work Experience-BCIS	Major			x	x			x	x	x	x				
11.6.23	BIOL 99	Work Experience-BIOL	Major			x	x			x	x	x	x				
11.6.23	BUS 99	Work Experience-BUS	Major			x	x			x	x	x	x				
12.4.23	CDF 12	Child, Family, and Community	Minor							x	x	x	x	x	x		x
12.4.23	CDF 14	Child Growth and Development	Minor							x	x	x		x			x
12.4.23	CDF 40	Observation and Assessment	Minor								x		x	x	x		x
12.4.23	CDF 48	Principles and Practices of Teaching Young Children	Minor							x	x	x		x	x		x
12.4.23	CDF 57	Teaching in a Diverse Society	Minor							x	x	x	x	x	x		x
12.4.23	CDF 63	Introduction to Early Childhood Education Curriculum	Major				x	x		x	x	x	x	x	x		x
12.4.23	CDF 78	Practicum in Early Childhood Education	Major				x	x		x	x	x	x	x	x		

9.25.23	FSC 121	Basic Purchasing	Delete																	
9.25.23	FSC 122	S-354 Facilities Unit Leader	Delete																	
9.25.23	FSC 123	S-355 Ground Support Unit Ldr	Delete																	
9.25.23	FSC 124	S-356 Supply Unit Leader	Delete																	
9.25.23	FSC 127	S-359 Medical Unit Leader	Delete																	
9.25.23	FSC 128	S-330 Task Force Leader	Delete																	
9.25.23	FSC 129	S-339 Division/Group Supervsr	Delete																	
9.25.23	FSC 132	Incident Management 3	Delete																	
9.25.23	FSC 133	S-390 Fire Behavior Calcs	Delete																	
9.25.23	FSC 134	S-342 Document Unit Leader	Delete																	
9.25.23	FSC 135	S-244/245 Observer/Processor	Delete																	
9.25.23	FSC 136	S-346 Situation Unit Leader	Delete																	
9.25.23	FSC 137	S-347/349 Demob/Resource Ldr	Delete																	
11.6.23	FSC 99	Work Experience-FSC	Major			x	x			x	x	x	x							
11.6.23	GERM 1	First Semester German	Minor															x	x	
11.6.23	GERM 2	Second Semester German	Minor															x	x	
11.6.23	GERM 3	Third Semester German	Minor															x	x	
11.6.23	GERM 4	Fourth Semester German	Minor															x	x	
11.6.23	HLTH 99	Work Experience-HLTH	Major			x	x			x	x	x	x							
11.6.23	HVAC 99	Work Experience-HVAC	Major			x	x			x	x	x	x							
9.25.23	IDST 90	Special Topics	Delete																	
9.25.23	IDST 94	Introduction to Service Learning	Delete																	
11.6.23	ITAL 1	First Semester Italian	Minor															x	x	
11.6.23	ITAL 100	Beginning Conversational Italian	Minor															x	x	
11.6.23	ITAL 101	Intermediate Conversational Italian	Minor															x	x	
11.6.23	ITAL 2	Second Semester Italian	Minor															x	x	
10.9.23	JOUR 10	Beginning Newspaper Production	Minor										x	x	x	x				
10.9.23	JOUR 12	Intermediate Newspaper Production	Minor															x	x	
10.9.23	JOUR 2	Introduction to Reporting and Newswriting	Minor							x	x	x						x	x	
11.6.23	JOUR 99	Work Experience-JOUR	Major			x	x			x	x	x	x							
11.6.23	JPN 1	First Semester Japanese	Minor															x	x	
11.6.23	JPN 2	Second Semester Japanese	Minor															x	x	
11.6.23	JPN 3	Third Semester Japanese	Minor															x	x	
11.6.23	JPN 4	Fourth Semester Japanese	Minor															x	x	
9.25.23	KIN 13B	Theory of Basketball II	Minor															x		

Curriculum Consent Agenda Date	Type	Program	Major/Minor/Delete	Title Change	New Units	Existing Units	Core Requirements	Electives	PLOs	2 YR CE Review
9.25.23	2 YR CE	Advanced Manufacturing	Review							x
9.25.23	2 YR CE	Agricultural Engineering Technology	Review							x
9.25.23	2 YR CE	Agriculture Business	Review							x
9.25.23	2 YR CE	Agriculture Science	Review							x
11.6.23	CA	Applied Construction	Minor		29	30	x			
11.6.23	AS	Automotive Technology	Minor		48	50	x			
11.6.23	CA	Automotive Technology	Minor		48	50	x			
11.6.23	AS	Automotive Technology - Honda, Professional Automotive Career Training (PACT	Minor		53.5	52	x			
11.6.23	CA	Automotive Technology - Honda, Professional Automotive Career Training (PACT	Minor		53.5	52	x			
12.11.23	2 YR CE	Business	Review							x
12.11.23	2 YR CE	Business Computer Information Systems	Review							x
9.25.23	2 YR CE	Construction	Review							x
11.6.23	AS	Construction Management	Minor		46	42	x			
11.6.23	CA	Construction Management	Minor		46	42	x			
11.20.23	CA	Early Childhood Education	Minor		24	21	x		x	
11.20.23	CERT	Early Childhood Education	Minor				x		x	
9.25.23	2 YR CE	Environmental Horticulture	Review							x
11.20.23	CA	Firefighter I & II Academy	Major	x	26.5	28.5	x		x	
9.25.23	2 YR CE	Heating, Ventilation, and Air Conditioning	Review							x
9.25.23	CERT	Incident Command-Finance	Delete							
9.25.23	CERT	Incident Command-Logistics	Delete							
9.25.23	CERT	Incident Command-Operations	Delete							
9.25.23	CERT	Incident Command-Planning	Delete							
9.25.23	CERT	Leadership and Civic Engagement	Minor		12	13	x			
9.25.23	2 YR CE	Natural Resources	Review							x
12.11.23	2 YR CE	Nursing	Review							x
12.11.23	2 YR CE	Real Estate	Review							x
9.25.23	2 YR CE	Respiratory Care	Review							x
9.25.23	2 YR CE	Welding Technology	Review							x

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

February 14, 2024

Subject:	Approval and/or Ratification of Personnel Actions
Category:	Human Resources
Submitted By:	Andrew Suleski, Assistant Superintendent/Vice President
Attachment:	Yes
Type:	Action
Agenda Section:	Consent

Recommendation

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

Management*

1. Employment of Senior Software Engineer – CCC Technology Center – Samuel Zhou
Full-time, 40 hours per week, 12 months per year
Salary: MSC – 22
Effective: February 1, 2024
2. Employment of Senior Software Engineer – CCC Technology Center – Mir Aftab Uddin
Full-time, 40 hours per week, 12 months per year
Salary: MSC – 22
Effective: March 1, 2024
3. Employment of Supervisor, Student Services (Counseling and Advising) – Megan Johnson
Full-time, 40 hours per week, 12 months per year
Salary: MSC – 9
Effective: March 1, 2024

Academic*

4. Employment of Full-Time, Temporary, Non-Tenure Track, Grant Funded Youth Justice Coordinator – Devon Carlson
Salary: Placement on the Academic Salary Schedule as determined by education and experience
Effective: January 22, 2024 – May 24, 2024
5. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Instructional Service Agreement – Arc of Butte County) – Tiffany Bartell
Effective: January 24, 2024 - June 30, 2024
6. Assignment as Guided Pathways Student Success Team (10%) – Dillon Carroll
Effective: January 1, 2024 – May 24, 2024

7. Assignment as Registered Nursing Assistant Program Director (12.5%) – Jennifer Juhl-Darlington
Effective: January 1, 2024 – May 24, 2024
8. Assignment as CNA Program Director (12.5%) – Patricia Hubbard
Effective: January 1, 2024 – May 24, 2024
9. Assignment as LVN Program Director (12.5%) – Amelia Taylor
Effective: January 1, 2024 – May 24, 2024
10. Employment of Temporary Academic Employees (Instructors and Student Development) Part-time faculty recommended for employment effective Winter Session 2024 – See Attachment "A"
11. Employment of Temporary Academic Employees (Instructors and Student Development) Part-time faculty recommended for employment effective Spring Semester 2024 – See Attachment "B"

Classified Employees*

12. Employment of Support Services Representative – Morgan Mason
Part-time, 24 hours per week, 12 months per year
Salary: CSEA – 18
Effective: January 2, 2024
13. Employment of Financial Aid/Veterans Assistant I – Taylor Weidner
Full-time, 40 hours per week, 12 months per year
Salary: CSEA – 14
Effective: February 1, 2024
14. Lateral Transfer of Position – Mai Xiong
From: Student Success Specialist (Dual Enrollment) (CSEA 25)
To: Student Success Specialist (CAS) (CSEA 25)
Effective: January 16, 2024
15. Lateral Transfer of Position – Wendy Bocast
From: Administrative Secretary to the Dean (Instruction) (CSEA 27)
To: Administrative Secretary to the Dean (Instruction) (CSEA 27)
Effective: February 12, 2024
16. Administrative Secretary-Non Instructional (IDEA) – Ashley La Croix
Full-time, 40 hours per week, 12 months per year
Salary: CSEA – 24
Effective: February 1, 2024
17. Administrative Secretary III (Industrial Technology Programs) – Nancy Yates
Full-time, 40 hours per week, 12 months per year
Salary: CSEA – 24
Effective: March 1, 2024
18. Temporary Increase from 60% to 100%, Support Center Representative Bilingual/Bi-literate – Christopher Carrero
Effective: January 1, 2024 – February 29, 2024

Temporary Employees*

19. Substitutes

Administrative Secretary II (Foundation) – Corinne Martine
Salary: \$25.00 per hour 1/29/24 – 3/1/24

20. Short Term/Seasonal

Special Programs Clerk (Queer Resource Center) – Robin Bonner
Salary: \$23.25 per hour 1/8/24 – 1/31/24
Lab Technician (Arts) – Raquel Desimone de Arellano
Salary: \$25.75 per hour 1/16/24 – 6/27/24
Instructional Aide (Reading & Writing) – Travis Cowley
Salary: \$22.75 per hour 1/18/24 – 1/31/24
Lab Technician (Health Occupations) – Dianna Navarro
Salary: \$25.75 per hour 1/22/24 – 6/30/24
Financial Aide Assistant I – Taylor Weidner
Salary: \$21.00 per hour 1/29/24 – 1/31/24

21. Professional Expert

Nursing – Noel Meyer, Krystal Molina, Adrianna Snelling
Salary: \$45.00 per hour 1/8/24 – 6/30/24
Nursing – Brad Beecham, Victoria Bender, Amy Evans, Maipang Lee, Joshua Schultz, Bradley Wakefield
Salary: \$45.00 per hour 1/16/24 – 6/30/24
Nursing – Kendra Pittenger
Salary: \$45.00 per hour 1/23/24 – 6/30/24
EMT – Taryn McKinney
Salary: \$16.00 per hour 1/16/24 – 6/30/24
EMT – Gemma Chadderdon
Salary: \$16.00 per hour 1/22/24 – 6/30/24
Manipulative Skill/Evaluator – Garen Chobanian, Marc Reed, Alexandra Smith
Salary: \$16.00/16.75 per hour 1/11/24 – 6/30/24
Manipulative Skill/Evaluator – Cory Diaz, Riley Dunning, Dylan Lamb
Salary: \$16.00/16.75 per hour 1/25/24 – 6/30/24

22. Retirements/Resignations

Retirement, Support Center Representative – Janet Doremus
Effective – December 31, 2023
Retirement, Administrative Secretary to the Dean – Jennifer Stepanoff
Effective – February 5, 2024
Retirement, Project Manager – Bruce Racheter
Effective – March 1, 2024
Retirement, Administrative Assistant – Student Learning & Economic Development – Christie Boggs
Effective – September 1, 2024

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

ATTACHMENT "A"

Adler, Lisa
Alexis, Jared
Appel, Rolfe
Azevedo, Daniel
Bokavich, Casey
Bomactao, Marc
Bond, Joseph
Bootman, Scott
Boyd, Steve
Butler, Brett
Candelaria, Kelly
Cantwell, Gary
Carlisle, Andrei
Carlson, Devon
Christopher, Madeline
Conlan, Lance
Consiglio, Michael
Daly, Jennifer
Davison, Bryce
Dewey, Sean
Doty, Kelly
Duch, Andrew
Duitsman, Stan
Ellis, Amanda
Evaro, Heidi
Fedrizzi, Victor
Ferro, Sam
Figaratto, Daniel
Finkbiner, John
Frank, Lanae
Frazer, Cristin
Fridrich, Tonia
Fry, Brandon
Gascon, Jovic
Gee, Travis
Giusti, Ashley
Gonzalez Iniguez, Jose
Gray, Santy
Grothe, Kerstin
Gsell, Ryan

Hames, John
Hannah, Michael
Hartley, Laurel
Hays, Jonathan
Hughes, Gary
Keen, Phillip
Kelleher, John
Kennedy, Joseph
King, Cedric
Lephart, Chris
Locatelli, Daniel
Main, David
Maletic, Stephen
Marshall, Bryan
Maxey, Justin
McJunkin, Shawn
Meneley, Chris
Minton, Douglas
Mitchell, Ryon
Moore, Jolene
Morales, Lisa
Murphy, Michael
Nakamura, Ayako
Neufeld, Megan
Noxon, Justin
O'Hern, Casey
Oelrichs, Amy
Ortiz, Antoinette
Parrott, James
Peloso, Dominick
Perez, Jenna
Person, Johnny
Peterson, Sue
Pilakowski, Michael
Reinhardt, Dennis
Richardson, Robert
Ross, Stephen
Sanfilippo, Dominic
Saso, James
Schmid, Joel
Scholar, Gary
Schwyzer, Cedric
Sederquist, Janessa

Smith, Eva
Smith, Olav
Spencer, Errin
Spencer, Ivy
Stanley, Ryan
Strahan, Lori
Teagarden, Katherine
Thompson, Daniel
Utnehmer, Kaitlin
Velasquez, Alana
Walker, Chadwick
Watson, Ryan
Welton, David
Wenger, Christopher
Williams, Dacia
Wilson, Emilie
Wright, Aaron
York, Kevin
York, Stayce

ATTACHMENT "B"

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

Brown, Alexandria
Brown, Robert
Buchanan, Mary
Buckner, Jennifer
Buckstead, Christine
Butler, Brett
Buzan, Melinda
Byard, Gregory
Calip, Vincent
Calkins, Matthew
Camodeca, Michael
Campbell, Donald
Candelaria, Kelly
Cantwell, Gary
Cardinet, Matthew
Carlile, Amanda
Carlisle, Andrei
Carter, Daniel
Cavaness, Linda
Chamness, Justin
Chase, Shelby
Chavez, Mark
Chin, Fiona
Christopher, Madeline
Chumley, Talitha
Clain, Kimberly
Cleary, Francis
Coates, Stephen
Collins, Susan
Conlan, Lance
Connolly, Brian
Cook, Alan
Cooke, Bradley
Cooper, Andrew
Cooper, Jeffrey
Corona Alcazar, Jasmine
Correa, Steven
Cowell, Aman
Cowell, Jean
Craig, Christine
Crosby, Nandi
Daly, Jennifer
Davidson, Ryan
Davila, Christian

Davis, Adria
Davis, Regina
Davison, Bryce
Demaggio, Julie
Denton, Robert
Deromedi, Lia
Devine, Shannon
Dewey, Sean
Diamond, Nicole
Doty, Kelly
Draper, Aaron
Drysdale, Jodi
Du, Kseniya
Duch, Andrew
Duggins, Michael
Duitsman, Stan
Dunne, Anne
Dunning, Melissa
Duran-Roach, Australia
Durfield, Timothy
Durham, Joshua
Eagan, Travis
Edgmon, Michael
Edsill, Julia
Edson, Jeffrey
Efthymiou, Sarah
Ellis, Amanda
Ensslin, Teresa
Ernest, Jessee
Evaro, Heidi
Fairchild, Shelley
Fay, Casey
Fazlic, Dijana
Fedrizzi, Victor
Feingold, Rick
Fellers, Ryan
Ferreira, Anthony
Ferro, Sam
Figaratto, Daniel
Finkbiner, John
Fisher, Amber
Flores, Sheena
Forsberg, Eric
Frawley, Susan
Frazer, Cristin

Frederici, Paul
Fridrich, Tonia
Fry, Brandon
Funk, Ember
Funk, Herbert
Garner, David
Gascon, Joevic
Gee, Travis
Gilmette, Edward
Giusti, Ashley
Givens, Teresa
Gonzalez Iniguez, Jose
Gonzalez, Eduardo
Gordon, Scott
Gray, Santy
Griffin, Michael
Griffin, Victoria
Grimes, Ruth
Grothe, Kerstin
Gsell, Ryan
Gurlides, Despina
Gust, Karen
Haasl, David
Hall, Halie
Hall, Steven
Hames, John
Hanley, Kevin
Hannah, Michael
Haraughty, Gema
Harr, Becky
Harrington, Jeffrey
Harris, Eli
Hart, Daniel
Hart, Diane
Harth, Adelaide
Hartley, Laurel
Hatter, Amber
Hawkins, Zackary
Hayes, Billy
Hayes, Timothy
Hays, Jonathan
Hearne-Essary, Robyn
Henrick, Meredith
Herrera, Eric
Heston, Koby

Hight, Susan
Hindman, Darrell
Hinkley, Maitlin
Hofer, Mark
Holtkamp, Marguerite
Hopkins, Cynthia
Howard, Sue
Huff, Steven
Huffman, Robin
Hughes, Gary
Hull, Patrick
Hutcheson, Donald
Jenkins, Deborah
Johal, Rajdeep
Johnson, Amanda
Jones, Barbara
Jones, Gregory
Jones, Todd
Keen, Phillip
Kelemen, Izolda
Kelleher, John
Kelly, Cameron
Kelso, John
Kennedy, Joseph
Kidd, Carey
Kimple, Kevin
King, Cedric
King, Daniel
Kious, Randi
Klein, John
Knowlton, Sarah
Koch, Kristen
Kongkeoviman, Bounpon
Kraemer, Finn
Kraut, Annabella
Krepelka, James
Krug, Susan
Krulder, Joseph
Kutil, Devin
Lance, Tomoko
Langer, Matthew
Lara, Anthony
Larson, Tiffany
Lavin, Andrew

Lefkowitz, Todd
Leitner, Stacy
Lephart, Chris
Liebenberg, Ibe
Light, Pauline
Linderman, Preston
Llamas, Samuel
Locatelli, Daniel
Lowe, Deanna
Lucanic, James
Lucot Smith, Katherine
Lunel, Ezra
Lydon, Dean
Main, David
Maletic, Stephen
Mandel, Kristi
Maready, Aaron
Marsh, David
Marshall, Bryan
Marshall, Sheri
Martin, Jack
Martin, John
Mateson, Elizabeth
Mattos, Dustin
Maxey, Justin
McFadden, Greg
McJunkin, Shawn
McKenzie, Wendy
McKinnon, Lacey
McLeod-Kerr, Cortney
McMillin, Stella
Mellum, Erik
Meneley, Chris
Metroka, Wesley
Meyer, Nancy
Milburn, Shane
Minton, Douglas
Mitchell, Ryon
Montgomery, Mark
Moore, Jeffery
Moore, Ty
Morales, Lisa
Morris, Jason
Muelrath, Lani
Mulford, Aja

Murphy, Mark
Murphy, Michael
Murphy, Tamara
Muster, Kevin
Nakamura, Ayako
Nako, Adam
Nelms, Kimberly
Neufeld, Megan
Newton, Tyler
Nicodemus, Christopher
Nicolay, Luke
Nilsson, Sharon
Nissen, Karen
Noxon, Justin
O'Hern, Casey
O'Quin, Sharon
Oelrichs, Amy
Ortiz, Antoinette
Ozanne, Nick
Park, Michael
Parrott, James
Parsons, Keith
Parsons, Michelle
Patience, Hosanna
Peeler, Sean
Peldo, Curtis
Peloso, Dominick
Perez, Jenna
Person, Johnny
Peter, Eric
Peterson, Sue
Philbrook, Cody
Phipps, Matthew
Piazza, Jason
Pierce, Robert
Pilakowski, Michael
Ping, Jean
Pollard, Jeremy
Portillo, Matthew
Price, Victoria
Rafalski, Jessica
Rathbun, Chris
Reese, Norman
Reinhardt, Dennis
Reizgeviците, Agne

Richardson, Robert
Riley, Lorianne
Rios, Albert
Roady, Caroline
Robson, Devin
Rodriguez, Jesus
Roeder, Miriam
Rohrer, Judith
Ross, Stephen
Rubinoff, Ryan
Ruiz, David
Sanchez, Gloria
Sandberg, Ross
Sanfilippo, Dominic
Saso, James
Schildhauer, Cynthia
Schleiger, Rachel
Schmid, Joel
Schmidt, Rebecca
Schnitzius, James
Scholar, Gary
Scholl, Mark
Schwyzer, Cedric
Sederquist, Janessa
Seghieri, Richard
Shippen, Holly
Singleton, Valerie
Skinner, Kelley
Slater, Andrea
Smith, Eva
Smith, Jake
Smith, Kenneth
Smith, Olav
Smith, Robert
Smith-Peters, Bruce
Solano, Stephen
Sonoquie, Neesa
Spencer, Errin
Spencer, Ivy
Spirk, Stefan
Steffen, Nathan
Stevens, Belinda
Stevens, Jennifer
Stevens, Robert
Stone, Kathy

Strahan, Lori
Sylvia, Kathryn
Szczepanski, Catherine
Talley-Hoffmann, Laura
Tan, Huiyuan
Tange, Mark
Teagarden, Katherine
Tello, Bernadette
Thapa, Mahendra
Thomas, Bruce
Thomas, Crystal
Thomas, William
Thompson, Daniel
Till, Jennifer
Tochterman, Alan
Torres, Melina
Townsley, Wesley
Traulsen, Andrew
Trider, Alicia
Underwood, John
Utnehmer, Kaitlin
Valdes, Jarrod
Valdes, Stephanie
Van Der Linde, Juanne
Vancil, Christian
Vasquez, Crystal
Vela, Shanna
Velasquez, Alana
Vincent, Zu
Wade, Erin
Walker, Chadwick
Wall, Timothy
Wasche, Katherine
Watson, Ryan
Welton, David
Wenger, Christopher
Westwood, Lisa
White, Durl
White, Erin
White, Jennifer
Wicks, Michael
Williams, Dacia
Williams, Lisa
Wilson, Emilie
Wilson, Lauren

Winchell, Quinn
Wines, Jason
Winzenz, Thaddaeus
Wright, Aaron
Wright, Joshua
Wright, Kathline
Wymore, Gretel
Xiong, Moua
York, Kevin
York, Stayce
Young, Patrick
Zelinsky, Connor
Zuniga, Yvette

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

February 14, 2024

Subject:	Authorization to Increase Student Transportation Fees for 2024-25
Category:	Finance
Submitted By:	Andrew Suleski, Assistant Superintendent/Vice President
Attachment:	No
Type:	Action
Agenda Section:	Regular

Background

Transportation fee legislation allowing a district to charge all students for transportation service upon a favorable vote of the student body was originally developed for the Butte College busing service in 1993. In September 2010, SB 82 increased the transportation fee to \$70 per semester and established an annual increase based on a specified calculation performed by the Chancellor’s Office. Each year, the Chancellor’s Office utilizes the Implicit Price Deflator for State and Local Government Purchases of Goods and Services to calculate the increase to the allowable fee. The maximum fee allowable is now \$96 per semester.

Status

Transportation fees are currently set at \$20 a semester for students taking .1 to 1.0 units, \$55 for students taking 1.1 to 5.9 units, and \$73 a semester for students taking 6.0 units or more. Due to the increasingly high costs needed to support this system, transportation is no longer provided on Fridays, in the evenings, or for the summer session when bus use is at its lowest. The District has not increased the transportation fee since 2016 and the revenue generated by these fees no longer cover the cost of the transportation system. The District estimates that without any changes in revenue, the cost of the transportation system will exceed the fee revenue collected by approximately \$1 million, and every year this cost will increase. Staff has determined that contracting out this service is cost prohibitive and not feasible with the Butte County Transit system (B-Line). An increase to the transportation fee from \$73 to \$90 per semester will provide approximately an additional \$200,000 to help support this system every year. At \$90 per semester, a student that uses the bus system every day of a semester will pay approximately one dollar (\$1) per day. For many of our students, this fee is covered by the financial aid the student receives.

Recommendation

It is recommended that the Board of Trustees increase the transportation fee to \$90 a semester for students taking 6.0 units or more beginning in the fall 2024 semester for the 2024-25 school year. It is also recommended that the fees for students taking less than 6 units be increased to \$25 for students taking .1 to 1.0 units and \$68 for students taking 1.1 to 5.9 units per semester.

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

February 14, 2024

Subject:	Establishment of Nonresident Tuition Fee, 2024-25
Category:	Finance
Submitted By:	Andrew Suleski, Assistant Superintendent/Vice President
Attachment:	No
Type:	Action
Agenda Section:	Regular

Background

Education Code Section 76140 requires each district governing board to establish the nonresident tuition fee not later than March 1 for the succeeding fiscal year. The code specifies that one of seven options be used to establish the fee. These options include:

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

The Chancellor's Office provided and is now enforcing their legal opinion that a community college district may not set its nonresident tuition at a level lower than either its own unit expense of education (District Average Cost), as adjusted for inflation, or the statewide average per unit expense of education (Statewide Average Cost), as adjusted for inflation, whichever is less. In previous years, the District has elected to set its nonresident fee to equal that of a Contiguous District (option C). The legal opinion and interpretation of the 1983 Senate Bill 646 that authorized the use of option C is that a district may use this option to set its nonresident tuition at a level above the district's or state's average cost, but not to exceed that of any contiguous district.

Status

Currently, the District charges \$295 per unit based on the nonresident tuition charged by a Contiguous District. In order to comply with the legal opinion provided by the Chancellor's Office, the District's nonresident tuition fee must not be set lower than the District or Statewide Average Cost, whichever is lower. For the 2024-25 academic year, the District proposes to utilize option B.1 and charge the Statewide Average Cost of \$406 per unit. The District's Average Cost is \$843 per unit but includes regional and statewide programs operated on behalf of the state Chancellor's Office. All other available options calculate to a fee greater than \$406 per unit.

Based on a per unit fee of \$406, the District projects to generate approximately \$2 million in nonresident tuition for 2024-25. The District does not receive apportionment revenue for nonresident students, but the fees paid by the nonresident students remain with the district for use in the general fund. Nonresident students are charged enrollment fees in addition to nonresident tuition.

Recommendation

It is recommended that the Board of Trustees establish the nonresident tuition fee at \$406 per unit for the 2024-25 academic year.

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

February 14, 2024

Subject:	First read of Board Policy 7100 (Commitment to Diversity, Equity, Inclusion, Anti-Racism, and Accessibility), Board Policy 7110 (Delegation of Authority, Human Resources), Board Policy 7120 (Recruitment and Hiring), and Board Policy 7160 (Professional Development)
Category:	Administration
Submitted By:	Superintendent/President Virginia L. Guleff
Attachment:	Yes
Type:	Information
Agenda Section:	Regular

Background

The Board of Trustees Board Policy Review Committee met during the Fall 2022 semester and recommended changes to Board Policy 7100 (Commitment to Diversity, Equity, Inclusion, Anti-Racism, and Accessibility), Board Policy 7110 (Delegation of Authority, Human Resources), and Board Policy 7120 (Recruitment and Hiring). The committee wrote Board Policy 7160 (Professional Development). Per BP 2410, Policy and Administrative Procedure, proposed changes or additions shall be introduced not less than one meeting prior to the meeting at which action is recommended.

Status

Board Policies 7100, 7110, 7120, and 7160 are hereby presented to the Board of Trustees for consideration before adoption at the March 13, 2024, meeting.



BP 7100 **Commitment to Diversity, Equity, Inclusion, ~~and~~ Anti-racism, and Accessibility**

References: Education Code Sections 87100 et seq.; Title 5, Sections 53000 et seq.

Adopted: November 12, 2008

Last Revised: February 14, 2018; May 2022; February 2024

Last Reviewed:

The District is committed to employing qualified administrators, faculty, and staff members who are dedicated to student success and committed to a diverse, equitable, inclusive, ~~and~~ anti-racist and accessible campus culture. The Board recognizes that diversity, equity, inclusion, and anti-racism in the academic environment fosters cultural awareness, promotes mutual understanding and respect, and provides suitable role models for all students and employees. The Board is strongly committed to hiring and staff development processes that support the goals of equal opportunity and diversity, equity, and inclusion in the college's student success plan and student diversity plan, as well as the college's equal employment opportunity (EEO) policies, provide equal consideration for all qualified candidates, and create an anti-racist academic and employment environment.

See Administrative Procedure 7100



BP 7110 Delegation of Authority, Human Resources

References: Education Code Section 70902(d)

Adopted: November 12, 2008

Last Revised: April 20, 2015; [February 2024](#)

Last Reviewed: February 14, 2018

The Board delegates authority to the Superintendent/President ~~or designee~~ to authorize employment, fix job responsibilities, and direct and approve all other personnel actions in compliance with applicable law, board policies and administrative procedures, and applicable collective bargaining agreement provisions, subject to subsequent ratification by the Board.

See Administrative Procedure 7110



BP 7120 Recruitment and Hiring

References: Education Code Section 70901.2, 70901(b)(7) & (d), 87100 et seq., and 87458
Title 5 Sections 53000 et seq. and 51023.5;
ACCJC Accreditation Standard III.A.1

Adopted: November 12, 2008

Last Revised: February 14, 2018; May 2022; February 2024

Last Reviewed: February 14, 2018

The District's recruitment and hiring procedures will demonstrate a commitment to diversity, equity, inclusion, and anti-racism in order to achieve the District's mission and support students in achieving their educational goals. The District's recruitment and hiring procedures will allow the District to engage in diversity hiring that increases the representation of underrepresented communities in the District's workforce. Diversity hiring includes a hiring process that mitigates unconscious bias and eliminates irrational barriers to employment to allow the District to hire the best candidate regardless of the candidate's protected classes. Underrepresented communities consist of individuals holding identities broadly underrepresented in the District's workforce in comparison to their representation in the field or job category within the state of California or nationally in higher education.

The Superintendent/President ~~or designee~~ shall establish procedures for the recruitment and hiring of employees including, but limited to, the following criteria.

1. An Equal Employment Opportunity (EEO) Plan shall be implemented according to Title 5, Board Policy 3420 entitled Equal Employment Opportunity, and Board Policy 7100 entitled Commitment to Diversity, Equity, Inclusion, ~~and~~ Anti-racism and Accessibility.
2. Academic employee candidates shall possess the minimum qualifications prescribed for their positions by the Board of Governors.
3. The criteria and procedures for hiring academic employees shall be established and implemented in accordance with Board policies and procedures regarding the Academic Senate's role in local decision-making.
4. The criteria and procedures for hiring classified employees shall be established after first affording the California School Employees Association (CSEA) an opportunity to participate in the decisions under the Board's policies regarding local decision making.

The Superintendent/President will provide the Board with an annual report regarding the EEO plan.

All District employees shall demonstrate the ability to work with and serve individuals within the diverse, intersectional community college campus environment.

See Administrative Procedure 7120



BP 7160 Professional Development

References: ACCJC Accreditation Standard 3.2

Adopted: February 2024

Last Revised:

Last Reviewed:

In order to maximize professional development opportunities for its employees, the Board authorizes the Superintendent/President to make professional development available to District employees.

In addition, every District employee will receive professional development opportunities in diversity, equity, inclusion, anti-racism, and accessibility issues as offered by the District.