



**BOARD OF TRUSTEES  
Notice of Regular Meeting**

Wednesday, April 17, 2024 | 1:00 PM  
District Board Room  
Student and Administrative Service Building  
[Non-interactive Zoom Link](#)

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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. 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**

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<b>1. Agenda Approval</b>	
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<a href="#">Probationary Faculty Tenure Recommendations Effective Fall 2024</a> 	
<b>3. Communications from the Public - Consent Agenda</b>	
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

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

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4.5	<a href="#">Approval of New Courses</a> 	23 - 24
4.6	<a href="#">Approval of Out of State Student Travel GSA Club - Ashland, OR</a> 	25
4.7	<a href="#">Approval and/or Ratification of Personnel Actions</a>  <b>Management</b> <i>Employments</i> <b>Academic Employees</b> <i>Employments, At-will employments, and temporary employments</i> <b>Classified Employees</b> <i>Employments, temporary increases, unpaid leave</i> <b>Temporary Employees</b> <i>Substitutes, short-term/seasonal, professional experts, and volunteers</i>	26 - 28

#### 5. Reports

5.1	Academic Senate President's Report
5.2	Classified Senate President's Report
5.3	Student Trustee Comments
5.4	Vice President Report
5.5	Superintendent/President's Report

5.6 Board Comments

**6. Communications from the Public**

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

- 7.1 [Approval of Contracts](#)   
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- 7.2 [Approval of Contract to Purchase Information Technology Goods and Services from SHI International Corp. utilizing Foundation for California Community Colleges CollegeBuys Administrative Services Agreement No. 00006779](#)  32 - 33
- 7.3 [Approval of Contract Award for Request for Proposals \(RFP\) No. 2023/24-01 Utility Line Clearance Arborist and Utility Vegetation Management Pre-Inspector Contract Training Services](#)  34 - 35
- 7.4 [Approval of Contract to Purchase Career Coach License from Economic Modeling, LLC as a Sole Source Procurement](#)  36 - 37

**8. Human Resources**

- 8.1 [Adoption of Resolution No. 821 Appointing an Interim Vice President of Administration](#)  38 - 42  
[Resolution 821](#)   
[Employment Contract for Interim Vice President of Administration](#) 

**9. Administration**

- 9.1 [Proposed Revision and Review of Board Policies](#)  43 - 48  
[BP 7210 Academic Employees](#)   
[BP 7250 Educational Administrators](#) 

[BP 7280 Telecommuting](#) 

[BP 7400 Travel](#) 

- 9.2 [Review of Administrative Procedure 2475: Board Self-Evaluation](#)   
[AP 2745 Board Self-Evaluation](#) 

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## 10. Future Dates

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.

## 11. Closed Session

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

### **Pursuant to Government Code Section 54957:**

- 11.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Superintendent/President

### **Pursuant to Government Code Section 54956.95:**

- 11.2 LIABILITY CLAIM – Update on claim against the District  
Claimant: Donald Finkbiner  
Agency: Butte-Glenn Community College District
- 11.3 LIABILITY CLAIM – Update on claim against the District  
Claimant: Susan Dawson  
Agency: Butte-Glenn Community College District
- 11.4 LIABILITY CLAIM – Update on claim against the District  
Claimant: Martin, et al. vs. CCC, et al.  
Agency: Butte-Glenn Community College District
- 11.5 LIABILITY CLAIM – Update on claim against the District  
Claimant: Shawn Smith  
Agency: Butte-Glenn Community College District
- 11.6 LIABILITY CLAIM – Update on claim against the District

Claimant: Dylan Franck  
Agency: Butte-Glenn Community College District

**Pursuant to Government Code Section 54957:**

11.7 EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/COMPLAINT

**12. Adjournment**

12.1 Adjourn Meeting

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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.

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

**April 17, 2024**

<b>Subject:</b>	Probationary Faculty Tenure Recommendations Effective Fall 2024
<b>Category:</b>	Instruction
<b>Submitted By:</b>	Erik Shearer, Vice President
<b>Attachment:</b>	No
<b>Type:</b>	Action
<b>Agenda Section:</b>	Regular

**Background**

Under the provisions of the Butte College California Teachers Association/Butte College Education Association (CTA/BCEA) Contract Sections 6.60 6.6.10F.3.b and Sections 6.10-6.10.4.E.3b, probationary faculty members were evaluated prior to February 1, 2024. Those evaluations were submitted by the Evaluation Team for each probationary faculty member to the Leave, Tenure and Professional Advancement Committee (LTPA) with recommendations regarding each individual faculty member’s employment status for the next year. The LTPA Committee submitted its recommendations to the Superintendent/President.

Upon review of these recommendations, the Superintendent/President, in accordance with Education Code Sections 87607-87609, makes recommendations to the Governing Board regarding continued employment of probationary faculty members, and the Board acts at its discretion.

**Status**

The Superintendent/President has reviewed the recommendations of the LTPA Committee and forwards the following recommendations to the Governing Board.

**Recommendation**

The Superintendent/President recommends that the following fourth-year, third contract, probationary faculty members be granted tenure effective Fall 2024:

- Felicia Flores – Cosmetology
- Danielle Gray – Chemistry
- Ryan Heimlich – Music
- Dakoda McFall – Welding
- Doua Thao – EOPS Counseling
- Mayra Vargas Rivera – EOPS Counseling



## MINUTES OF REGULAR MEETING

March 13, 2024 | 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, March 13, 2024, at 1:00 P.M., in room 125 of the Butte College Glenn County Center in Orland, Ca.

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

**Board Members Absent** Mr. John Dahlmeier  
**Staff Members Present** Ms. Virginia L. Guleff, Superintendent/President  
Mr. Andy Suleski, Asst Superintendent/Vice President  
Mr. Erik Shearer, 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

Assistant Superintendent/Vice President Suleski led the Pledge of Allegiance.

### 1. Agenda Approval

It was moved by Trustee Krepelka, seconded by Trustee Nock, to approve the agenda as presented.

Motion carried by the following roll call vote:

Ayes: Trustees Heaton (advisory vote), Massa, McGinnis, Blacklock, Boeger, Krepelka, and Nock

Nos: None

Abstentions: None

Absent: Trustee Dahlmeier

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

There were no public comments.

### 3. Approval of Consent Agenda, Items 3.1-3.9

It was moved by Board Clerk Blacklock, seconded by Trustee Nock, to approve the consent agenda.

Motion carried by the following roll call vote:

Ayes: Trustees Heaton (advisory vote), Massa, McGinnis, Blacklock, Boeger, Krepelka, and Nock

Nos: None

Abstentions: None

Absent: Trustee Dahlmeier

#### 4. **Reports**

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

Classified Senate President Westbay reported that Classified Senate is currently gathering feedback on the 2025-26 academic calendar as well as organizing a resource drive to benefit the Basic Needs program. Classified Senate's board and senator elections are coming up. The Senate has also been engaged in fundraising; their Spring Gala silent auction item raised \$125 for the Butte College Foundation. A bunco fundraiser will be held next week as part of Classified Professionals Week. The Senate plans to send up to six employees to Classified Leadership Institute (CLI). Classified Senate President Westbay concluded by presenting Superintendent/President Guleff with the 2017 CLI spirit stick plaque.

##### Student Trustee Comment – Liz Heaton

Student Trustee Heaton reported that Student Senate is starting their leadership team elections and hopes to elect a new full board. The club summit and breakfast were a success, and another club breakfast is scheduled for tomorrow. Student Senate will attend General Assembly on April 4. Student Trustee Heaton reported that she will present a resolution requiring all community colleges to keep two emergency car seats on site. She concluded by noting that she's working with the Paradise Superintendent of Schools to bring back Paradise's College Connection program.

##### Vice President Report –

Assistant Superintendent/Vice President Suleski reported that Scotty Thomason will start as interim vice president next month until a permanent replacement starts in June or July. Mr. Thomason had a long career in the California community college system before retiring.

Assistant Superintendent/Vice President Suleski provided a brief update on each of the areas under his supervision. Human Resources is working with IT to implement Neo Ed evaluation software with plans for implementation for classified and MSC employees later this spring. IT recently completed the request for proposal process to redesign the college web site. The Tech Center has been reassigned to a new Executive Vice Chancellor of Technology, John Hetts, and is preparing work plans for 2024-25 for a number of projects. Facilities, Planning, and Maintenance staff recently completed a new monument sign at the Glenn County Center. Work on the science building is on schedule despite recent rain, and classes are expected to start in fall 2025. The Business Office is working to schedule the 2023-24 audit as well as meeting with software vendors about budget and position control software. Dining Services continues to outperform budgeted sales projections but will still fall short of breaking even. However, catering services have helped offset some losses. The bookstore is currently closed as management transitions to Follett, which has a long history of running college bookstores. The main campus store will reopen March 25.

Assistant Superintendent/Vice President Suleski reported that a 3.55% deficit is projected for this year's apportionment, which will cost the district approximately \$3.25 million. However, the net impact over the two-year period will be less than \$1.5 million.

Assistant Superintendent/Vice President Suleski concluded by thanking the board for the wisdom, support, and direction it provided throughout his career at Butte College.

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

Academic Senate President Vickery reported that Academic Senate continues to work on the Academic Hiring Guidelines and formed an ad hoc subcommittee to draft two new APs for full-time and associate faculty hiring. He reported that Academic Senate also formed a work group to develop guidance for the use of artificial intelligence (AI), including considering revisions to the Syllabus Guidelines. He added that they hope to provide some standardization for the use of AI so students have consistency between classes. Academic Senate President Vickery concluded that Senate has started to prepare for elections by putting out a call for nominations to fill openings on Senate and on Curriculum Committee.

### Superintendent/President's Report – Virginia Guleff

Superintendent/President Guleff started her reported by recognizing Assistant Superintendent/Vice President Suleski for his many years of service. She noted that his scope is tremendous, and his wisdom has positioned Butte College in an unprecedented way in the state. She thanked him for his support of her transition to the superintendent/president role.

Superintendent/President Guleff reported that she presented at Chico Noon Rotary in February. Topics included Butte College's strategic plan, the new science building, the new building at Chico Center, dual enrollment, and the Promise Scholarship. She noted that it was a great opportunity to connect with key community members in Chico.

Superintendent/President Guleff reported that she, Assistant Superintendent/Vice President Suleski, and Tech Center Director Jennifer Coleman met with Executive Vice-Chancellor John Hetts who was on campus to visit the Tech Center. She noted that she appreciates his leadership over the Tech Center.

Superintendent/President Guleff reported that the women's basketball team made the 3C2A Elite 8 tournament for the third consecutive year in a row. The tournament will be held this weekend.

Superintendent/President Guleff reported that she'll attend the Community College League of California's CEO Symposium this weekend, which will include a session with the Department of Finance to discuss the state budget.

Superintendent/President Guleff concluded by reporting on the success of the Butte College Foundation Spring Gala, which honored two alumni who give back to our community. The participation of student emcees and a student speaker added to the success of the event, which raised close to \$190,000. She finished her report by thanking staff for their tireless dedication to creating a wonderful event.

### Board Comments

Board Clerk Blacklock praised Assistant Superintendent/Vice President Suleski for his excellent reliability and analysis over the years. Board President Massa thanked Assistant Superintendent/Vice President Suleski for his years at Butte College. He reported on a court case related to public agency computers that were donated with financial data on them. He cautioned that if the college sends computers to be scrubbed and donated, it should consider a quality control check. Board President Massa thanked everyone who put together the gala. Board Vice President McGinnis noted that Assistant Superintendent/Vice President Suleski led the Association of Chief Business Officials (ACBO) for many years and supported the change to the funding formula, which ultimately benefited the college. He thanked Assistant Superintendent/Vice President Suleski for his statewide efforts. Trustee Boeger reported that reviewing the election results made him appreciative of how fortunate Butte College has been to have had the support of our communities, which is bolstered by the credibility of our staff, with bond measures. He thanked Assistant Superintendent/Vice President Suleski for his incredible judgment. Trustee Nock reported that he heard numerous positive responses about how the gala showcased the best of Butte College. He noted that the Foundation scholarship deadline was March 10; twice the number of students applied this year. Trustee Nock noted that anyone who wants to

volunteer to review applications should contact the Foundation office. Trustee Nock reported that the Butte Co. Farm Bureau had their March 7 meeting on Butte College campus and appreciated learning about the college's Industrial Technology program. Trustee Nock concluded by thanking Assistant Superintendent/Vice President Suleski for his work. Trustee Krepelka noted that he's interested in hearing the results of the case Board President Massa discussed. He added that Computers for Classrooms provide a certificate when they wipe a computer. He concluded that it's frequently overlooked that devices like copiers also need their hard drives cleared.

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

There were no public comments.

## 6. **Contracts**

### **Approval of Contracts, Item 6.1**

It was moved by Board Vice President McGinnis, seconded by Student Trustee Heaton, 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 by the following roll call vote:

Ayes: Trustees Heaton (advisory vote), Massa, McGinnis, Blacklock, Boeger, Krepelka, and Nock

Nos: None

Abstentions: None

Absent: Trustee Dahlmeier

### **Approval of Contract to Purchase Information Technology Goods and Services from Dell Marketing L.P. utilizing California Participating Addendum No. 7-23-70-55-01, Item 6.2**

It was moved by Trustee Boeger, seconded by Trustee Krepelka to approve the contract to purchase information technology goods and services from Dell Marketing L.P. utilizing California Participating Addendum Number 7-23-70-55-01 in accordance with Board Policy 6340. Trustee Krepelka asked about the equipment being purchased. Chief Technology Officer Wayne Brandt clarified that the equipment is network switches to replace aged-out switches across campus.

Motion carried by the following roll call vote:

Ayes: Trustees Heaton (advisory vote), Massa, McGinnis, Blacklock, Boeger, Krepelka, and Nock

Nos: None

Abstentions: None

Absent: Trustee Dahlmeier

### **Approval of Contract to Purchase Information Technology Goods and Services from Palo Alto Networks, Inc. utilizing State of California Participating Addendum Number 7-20-70-47-06, Item 6.3**

It was moved by Board Clerk Blacklock, seconded by Board Vice President McGinnis, to approve the contract to purchase information technology goods and services from Palo Alto Networks, Inc. utilizing State of California Participating Addendum Number 7-20-70-47-06 in accordance with Board Policy 6340.

Motion carried by the following roll call vote:

Ayes: Trustees Heaton (advisory vote), Massa, McGinnis, Blacklock, Boeger, Krepelka, and Nock

Nos: None

Abstentions: None

Absent: Trustee Dahlmeier

**Approval of Contract Award for Request for Proposals (RFP) No. 2023-24-03 Website Redesign Services, Item 6.4**

It was moved by Board President Massa, seconded by Board Clerk Blacklock, to approve the contract award for request for proposals No. 2023-24-03 Website Redesign Services in accordance with Board Policy 6340. Trustee Krepelka commented that he feels like the award seems low to do everything the college may want to do with the web site. He added that how an organization looks on the web is an important investment. Board Clerk Blacklock expressed his agreement with Trustee Krepelka, adding that a web site provides important first impressions.

Motion carried by the following roll call vote:

Ayes: Trustees Heaton (advisory vote), Massa, McGinnis, Blacklock, Boeger, Krepelka, and Nock

Nos: None

Abstentions: None

Absent: Trustee Dahlmeier

**7. Administration**

**Adoption of Board Policies 7100, 7110, 7160, Item 7.1**

Board Vice President McGinnis indicated that he and Trustee Blacklock reviewed these policies with Superintendent/President Guleff and recommended board approval of them. It was moved by Trustee Nock, seconded by Board Vice President McGinnis, to adopt board policies 7100, 7110, and 7160 as presented.

Student Trustee Heaton pointed out that the DEIA<sup>2</sup> acronym isn't used in BP 7100, Commitment to Diversity. Superintendent/President Guleff responded that it could be added to the title and third sentence.

It was moved by Trustee Boeger, seconded by Board Vice President McGinnis, to amend the motion to adopt BPs 7110 and 7160 as presented and BP 7100 with the modifications recommended by Superintendent/President Guleff.

Board President Massa called the question on the proposed amendment.

Motion carried by the following roll call vote:

Ayes: Trustees Heaton (advisory vote), Massa, McGinnis, Blacklock, Boeger, Krepelka, and Nock

Nos: None

Abstentions: None

Absent: Trustee Dahlmeier

Board President Massa called the vote to adopt BPs 7110 and 7160 as presented and BP 7100 with the modifications recommended by Superintendent/President Guleff.

Motion carried by the following roll call vote:

Ayes: Trustees Heaton (advisory vote), Massa, McGinnis, Blacklock, Boeger, Krepelka, and Nock

Nos: None

Abstentions: None

Absent: Trustee Dahlmeier

**California Community College Trustees (CCCT) Board Member Election, Item 7.2**

Board Vice President McGinnis recommended voting for Nan Gomez-Heitzeberg, Gregory Hanna, Dorothy Battenfield, Yvette Davis, and Deborah Ikeda. Superintendent/President Guleff noted that Nan Gomez-

Heitzeberg was recently elected to the Board of Governors and may no longer be a candidate for the CCCT Board.

It was moved by Board Vice President McGinnis, seconded by Trustee Boeger, to vote for Nan Gomez-Heitzeberg, Gregory Hanna, Dorothy Battenfield, Yvette Davis, and Deborah Ikeda for the CCCT Board, with Gomez-Heitzeberg rescinded from the list if she's no longer eligible.

Motion carried by the following roll call vote:

Ayes: Trustees Heaton (advisory vote), Massa, McGinnis, Blacklock, Boeger, Krepelka, and Nock

Nos: None

Abstentions: None

Absent: Trustee Dahlmeier

## 8. **Closed Session**

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

Board President Massa reported that the Board took no reportable action.

## 9. **Adjournment**

Board President Massa adjourned the meeting at 2:55 PM.

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

**April 17, 2024**

<b>Subject:</b>	Approval of Warrants
<b>Category:</b>	Finance
<b>Submitted By:</b>	Scott Thomason, Interim Vice President
<b>Attachment:</b>	No
<b>Type:</b>	Action
<b>Agenda Section:</b>	Consent

It is recommended that the Board of Trustees approve the vendor, payroll, and financial aid warrants for the period of February 26, 2024 to March 31, 2024.

<b>Type of Warrant</b>	<b>Check/Voucher Sequence</b>	<b>Total</b>
Vendor	703232 - 704405	\$ 14,337,432.60
Payroll	528686 – 528800	\$ 8,384,710.83
Financial Aid	399214 – 402740	\$ 5,194,375.82

Warrant registers are available for review in the Business Office.

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

**April 17, 2024**

<b>Subject:</b>	Ratification of Contracts
<b>Category:</b>	Contracts
<b>Submitted By:</b>	Scott Thomason, Interim Vice President
<b>Attachment:</b>	Yes
<b>Type:</b>	Action
<b>Agenda Section:</b>	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 March 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  
**March 2024**

<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>
4/24/24	4/27/24	Argyle Hotel, LLC dba Kimpton Everly Hotel	Lodging for Puente Program Students Trip	(\$16,514.76)	Restricted General	Multicultural Programs & Services	Zuniga
4/25/24	4/25/24	Chico Women's Club, Inc.	Women of Color Event Venue	(\$450.00)	Restricted General	Multicultural Programs & Services	Zuniga
3/13/24	3/13/24	Citrus College	Women's Basketball Practice Venue	\$0.00	N/A	Athletics	Shearer
4/11/24	9/26/24	Downtown Chico Business Association	Thursday Night Market Vendor Space	(\$960.00)	Unrestricted General	Welcome Center	Zuniga
8/1/24	8/1/24	Paradise Alliance Church	Fish and Wildlife Academy Graduation Venue	(\$1,420.00)	Unrestricted General	Public Safety Education & Training	Shearer
5/23/24	5/23/24	Paradise Alliance Church	Fire Academy Graduation Venue	(\$1,420.00)	Unrestricted General	Public Safety Education & Training	Shearer
6/7/24	6/7/24	Paradise Alliance Church	Law Enforcement Academy Graduation Venue	(\$1,420.00)	Unrestricted General	Public Safety Education & Training	Shearer
5/22/24	5/22/24	Paradise Alliance Church	RN Pinning Ceremony Venue	(\$830.00)	Unrestricted General	Nursing	Shearer
5/16/24	5/16/24	SOL Mexican Grill	Catering Services and Venue for UndocuCenter Graduation	(\$2,221.69)	Restricted General	Multicultural Programs & Services	Zuniga
3/18/24	6/30/25	Harris Truck, Inc.	Auto Classes Facility	(\$700.00)/Term	Unrestricted General	Industrial Trades	Shearer
3/5/24	6/30/25	Table Mountain School	Career Life Planning and Introduction to Industrial Trades Classes Facility	\$0.00	N/A	Special Programs	Shearer
4/24/24	4/28/24	Bus-Man Holiday Tours	Charter Transportation for Puente Program Students Trip	(\$10,109.00)	Restricted General	Multicultural Programs & Services	Zuniga
7/1/24	6/30/27	Amber Grove Place	Clinical Experience Agreement	\$0.00	N/A	Nursing	Shearer
7/1/24	6/30/26	California Park Rehabilitation Center	Clinical Experience Agreement	\$0.00	N/A	Nursing	Shearer
7/1/24	6/30/26	Feather River Tribal Health	Clinical Experience Agreement	\$0.00	N/A	Nursing	Shearer
7/1/24	6/30/26	Freedom Home Health and Hospice	Clinical Experience Agreement	\$0.00	N/A	Nursing	Shearer
7/1/24	6/30/26	Penn Valley Fire Protection District	Clinical Experience Agreement	\$0.00	N/A	Emergency Medical Services	Shearer
1/30/24	Until Terminated	Sutter Union High School District	Field Experience Agreement for Introduction to Education Program	\$0.00	N/A	Family and Community Services	Shearer
2/26/24	Until Terminated	Metalworks	Field Experience Agreement for Advanced Manufacturing Program	\$0.00	N/A	Manufacturing	Shearer
2/8/24	Until Terminated	SafePath	Field Experience Agreement for Advanced Manufacturing Program	\$0.00	N/A	Manufacturing	Shearer
3/7/24	5/24/24	2Tech Automotive	Learning-Aligned Employment Program Addendum for Intern Assignment	(\$14,000.00)	Restricted General	Career Center	Zuniga
2/14/24	2/13/27	Azad's Martial Arts Center	Learning-Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
2/20/24	5/24/24	California Highway Patrol	Learning-Aligned Employment Program Addendum for Intern Assignment	(\$6,900.00)	Restricted General	Career Center	Zuniga
3/5/24	3/4/27	Chuck Patterson Auto World	Learning-Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
3/5/24	5/24/24	Chuck Patterson Auto World	Learning-Aligned Employment Program Addendum for Intern Assignment	(\$6,689.00)	Restricted General	Career Center	Zuniga
3/5/24	3/4/27	City of Orland	Learning-Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
2/14/24	2/13/27	Safe Space	Learning-Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
3/13/24	3/12/27	ShaferTech	Learning-Aligned Employment Program	\$0.00	N/A	Career Center	Zuniga
3/25/24	5/24/24	Vereschagin Farms, Inc.	Learning-Aligned Employment Program Addendum for Intern Assignment	(\$5,472.00)	Restricted General	Career Center	Zuniga
3/13/24	3/13/24	Adib Ghorbani	Guest Speaker for Music	(\$150.00)	Unrestricted General	Music	Shearer
6/7/24	6/7/24	Alexia Velazquez	Singer for Law Enforcement Academy Graduation	(\$150.00)	Unrestricted General	Public Safety Education & Training	Shearer

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

Contracts Signed by the Superintendent/President or Assistant Superintendent/Vice President for Administration  
**March 2024**

<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>
4/1/24	4/1/24	Aunastaja Jordan-Collins	Singing Performance for Decolonize! Opening Ceremony	(\$150.00)	Restricted General	Inclusion Diversity Equity & Anti-Racism	Guleff
1/11/24	6/13/24	Brian Bedford	Two 3-Part Manager Workshops	(\$21,000.00)	Various	Inclusion Diversity Equity & Anti-Racism	Guleff
3/21/24	3/21/24	Brian Bedford	DEIA <sup>2</sup> Presentation for Classified Professionals Week	(\$2,500.00)	Unrestricted General	Professional Development	Shearer
3/26/24	3/26/24	Cafecito con Estrellita, LLC	Guest Speaker for Women's History Month	(\$4,750.00)	Restricted General	CASA	Zuniga
3/28/24	3/28/24	Christian Parrish	Native American Performance for Big Time Event	(\$6,500.00)	Restricted General	Native American Center	Zuniga
3/28/24	3/28/24	Clifford Mota	Patwin Dance Group for Big Time Event	(\$750.00)	Restricted General	Native American Center	Zuniga
3/9/24	3/9/24	Colija Feliz	Training for Resource Family Approval Participants	(\$600.00)	Restricted General	Foster Kinship Care Education Program	Shearer
3/18/24	3/18/24	Conner Wenzel	Safe Zone Training for Classified Professionals Week	(\$450.00)	Unrestricted General	Professional Development	Shearer
4/3/24	4/3/24	Conner Wenzel	Safe Zone Training for Decolonize! Event	(\$500.00)	Restricted General	Inclusion Diversity Equity & Anti-Racism	Guleff
3/28/24	3/28/24	Danita Quinn	Inter-Tribal Youth Feather Dance Group for Big Time Event	(\$750.00)	Restricted General	Native American Center	Zuniga
12/4/23	12/4/23	Diandra Cortez	Stage Makeup for Drama Production	(\$100.00)	Fiduciary	Student Life	Zuniga
2/15/24	2/15/24	Dorothy Daniels	Adoption, Guardianship, and Family Matters Workshop	(\$450.00)	Restricted General	Foster Kinship Care Education Program	Shearer
4/3/24	4/3/24	Dr. Marcela Cuellar	HSI Presentation for Decolonize! Event	(\$1,200.00)	Unrestricted General	Inclusion Diversity Equity & Anti-Racism	Guleff
3/28/24	3/28/24	Flaman Craig McCloud Jr.	Big Valley Dance Group for Big Time Event	(\$750.00)	Restricted General	Native American Center	Zuniga
3/28/24	3/28/24	Four Winds of Indian Education, Inc.	Four Winds Dance Group for Big Time Event	(\$750.00)	Restricted General	Native American Center	Zuniga
3/28/24	3/28/24	In Tents Events	Tents for Big Time Event	(\$580.00)	Restricted General	Native American Center	Zuniga
3/28/24	3/28/24	Isaiah Martinez	Miwok Dance Group for Big Time Event	(\$750.00)	Restricted General	Native American Center	Zuniga
4/19/24	4/19/24	Kirill Gliadkovsky	Piano Performance and 2-Hr Masterclass for Steinway Celebration	(\$2,500.00)	Unrestricted General	Music	Shearer
4/4/24	4/4/24	La Flor de Michoacan Paeteria y Neveria	Food Vendor for Decolonize! Event	(\$865.00)	Restricted General	Inclusion Diversity Equity & Anti-Racism	Guleff
2/23/24	6/30/24	Marie McSpadden	Consulting Services on New Initiatives and Legislation	(\$45,000.00)	Unrestricted General	Office of Instruction	Shearer
3/28/24	3/28/24	Matthew Williford Sr.	Konkow Dance Group for Big Time Event	(\$750.00)	Restricted General	Native American Center	Zuniga
3/2/24	3/29/24	Melissa Thiede	Social Media Marketing for Big Time Event	(\$275.00)	Unrestricted General	Marketing	Zuniga
4/1/24	4/1/24	Mike Wofchuck	Drumming Performance for DeColonize! Event	(\$1,000.00)	Restricted General	Inclusion Diversity Equity & Anti-Racism	Guleff
3/28/24	3/28/24	Richard Ragudo Jr.	Master of Ceremony for Big Time Event	(\$500.00)	Restricted General	Multicultural Programs & Services	Zuniga
3/28/24	3/28/24	Robert Geary	Elem Dance Group for Big Time Event	(\$750.00)	Restricted General	Native American Center	Zuniga
2/21/24	3/29/24	Senta Burton Consulting	Resource Family Approval Participants Workshops	(\$2,775.00)	Restricted General	Foster/Kinship Care Education Program	Shearer

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

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<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>
6/7/24	6/7/24	Thomas Parker	Bagpiping for Law Enforcement Academy Graduation	(\$150.00)	Unrestricted General	Public Safety Education & Training	Shearer
4/12/24	4/12/24	Thomas Parker	Bagpiping for Law Enforcement State Parks Academy Graduation	(\$150.00)	Unrestricted General	Public Safety Education & Training	Shearer
5/23/24	5/23/24	Thomas Parker	Bagpiping for Fire Academy Graduation	(\$150.00)	Unrestricted General	Public Safety Education & Training	Shearer
4/4/24	4/4/24	Yony's Roasted Corn	Food Vendor for Decolonize! Event	(\$1,900.00)	Restricted General	Inclusion Diversity Equity & Anti-Racism	Guleff
3/4/24	3/3/27	Food Bank of Contra Costa and Solano	Grocery Recovery Program and Equipment Loan	\$0.00	N/A	Roadrunner Hub	Zuniga
7/1/23	6/30/24	Butte County Office of Education	California State Preschool Program (CSPP) Quality Improvement Block Grant	\$7,500.00	Restricted General	Child Development Center	Shearer
4/1/24	6/30/24	PPL, Inc.	Interim Vice President for Administrative Services	(15%) Commission of Actual Salary Paid	Unrestricted General	Administration	Suleski
3/1/24	2/28/25	Ellucian Company L.P.	California State Grant Interface CESA Software Maintenance	(\$2,477.00)	Restricted General	Financial Aid	Zuniga
3/28/24	3/27/25	Educational Broadband Service Agency, LLC d/b/a Mobile Beacon	Mobile Hotspots for Students and Device Fees	(\$2,750.00)	Restricted General	Library	Shearer
4/1/24	6/30/24	Continuity Consulting, Inc.	Consulting Services for Peer Mentor Program	(\$3,000.00)	Restricted General	Special Programs	Shearer
3/1/24	6/30/24	Academy Trained	Utility Line Clearance Pre-Inspector and Arborist Program Project Amendment to Compensation & Budget	(\$29,000.00)	Restricted General	Contract Education	Shearer
1/2/24	6/30/24	Arbor Global, LLC	Utility Line Clearance Pre-Inspector Training and Development	(\$52,000.00)	Restricted General	Contract Education	Shearer
3/28/24	7/23/25	Chico Terrace Healthcare & Wellness Centre, LP aka Windsor Chico Care	Employer Participation Agreement Employment Training Panel (ETP) Project	(\$16,100.00)	Restricted General	Contract Education	Shearer
1/2/24	6/30/24	CN Utility Consulting, LLC	Utility Line Clearance Pre-Inspector and Arborist Training and Development	(\$61,200.00)	Restricted General	Contract Education	Shearer
2/21/24	7/23/25	Erick Nielsen Enterprises, Inc.	Employer Participation Agreement Employment Training Panel (ETP) Project Amendment to Payments	\$0.00	Restricted General	Contract Education	Shearer
3/8/24	3/8/24	Glenn County Office of Education	Employee Training	\$4,900.00	Restricted General	Contract Education	Shearer
3/7/24	6/30/25	Hazardous Materials Institute	Hazwopper Training Amendment to Fees/Payments and Scope of Services	(\$7,450.00)	Restricted General	Contract Education	Shearer
2/6/24	6/30/24	John O'Shea	Utility Line Clearance Pre-Inspector and Arborist Training Amendment to Compensation	(\$800.00)	Restricted General	Contract Education	Shearer
1/2/24	6/30/24	Lakeside Environmental Consultants, LLC	Utility Line Clearance Pre-Inspector Training and Development	(\$50,300.00)	Restricted General	Contract Education	Shearer
2/1/24	9/30/25	Lakeside Environmental Consultants, LLC	Utility Line Clearance Pre-Inspector and Arborist Program	(\$101,700.00)	Restricted General	Contract Education	Shearer
3/7/24	6/30/24	Margaret Schmidt Business Solutions	Training, Design, Development and Special Project Management Amendment to Fees/Payments for Services and Scope of Services	(\$4,200.00)	Restricted General	Contract Education	Shearer
3/18/24	7/23/25	Mountain F. Enterprises, Inc.	Employer Participation Agreement Employment Training Panel (ETP) Project	(\$100,000.00)	Restricted General	Contract Education	Shearer
3/28/24	7/23/25	Nanotech Energy, Inc.	Employer Participation Agreement Employment Training Panel (ETP) Project	\$0.00	Restricted General	Contract Education	Shearer
3/28/24	3/30/27	Oroville Hospital	Employer Participation Agreement Employment Training Panel (ETP) Project	(\$70,840.00)	Restricted General	Contract Education	Shearer
3/28/24	3/30/27	Oroville Hospital	Employer Participation Agreement Employment Training Panel (ETP) Project	(\$90,160.00)	Restricted General	Contract Education	Shearer

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4/22/24	5/31/24	San Diego College of Continuing Education Foundation	Utility Line Clearance Arborist Training	\$58,380.00	Restricted General	Contract Education	Shearer
3/5/24	7/23/25	Shasta-Tehama-Trinity Community College District	Employment Training Panel (ETP) Project	(\$25,000.00)	Restricted General	Contract Education	Shearer
3/18/24	6/15/24	State Center Community College District	California Community Colleges - California Conservation Corps Partnership Project	(\$17,000.00)	Restricted General	Contract Education	Shearer
3/5/24	7/23/25	SuperMetalix, Inc.	Employer Participation Agreement Employment Training Panel (ETP) Project	\$0.00	Restricted General	Contract Education	Shearer
2/1/24	6/30/24	Art Cota	Facilitation and Coordination of 2024 Fire Tech Summit	(\$4,800.00)	Restricted General	North Far North Regional Consortium	Shearer
3/29/24	6/30/26	Davis Joint Unified School District	K-12 Strong Workforce Program Grant	(\$822,424.00)	Restricted General	North Far North Regional Consortium	Shearer
3/29/24	6/30/26	Davis Joint Unified School District on behalf of Da Vinci Charter Academy	K-12 Strong Workforce Program Grant	(\$202,778.00)	Restricted General	North Far North Regional Consortium	Shearer
3/18/24	6/30/26	Folsom Cordova Unified School District	K-12 Strong Workforce Program Grant	(\$442,024.00)	Restricted General	North Far North Regional Consortium	Shearer
3/18/24	6/30/26	Gridley Unified School District	K-12 Strong Workforce Program Grant	(\$710,542.00)	Restricted General	North Far North Regional Consortium	Shearer
3/18/24	6/30/25	Los Rios Community College District	Strong Workforce Program Projects In Common Marketing	(\$160,000.00)	Restricted General	North Far North Regional Consortium	Shearer
3/18/24	6/30/26	Northern Humboldt Union High School District	K-12 Strong Workforce Program Grant	(\$473,501.00)	Restricted General	North Far North Regional Consortium	Shearer
3/18/24	6/30/26	Plumas Charter School	K-12 Strong Workforce Program Grant	(\$292,500.00)	Restricted General	North Far North Regional Consortium	Shearer
3/18/24	6/30/26	Siskiyou County Office of Education	K-12 Strong Workforce Program Grant	(\$445,584.00)	Restricted General	North Far North Regional Consortium	Shearer
3/15/24	5/30/24	TFS Results	Keynote Speaker at two Career Compass Events	(\$24,000.00)	Restricted General	North Far North Regional Consortium	Shearer
3/18/24	6/30/26	Tehama County Department of Education	K-12 Strong Workforce Program Grant	(\$999,450.00)	Restricted General	North Far North Regional Consortium	Shearer
3/18/24	6/30/26	Wheatland Union High School District	K-12 Strong Workforce Program Grant	(\$1,562,665.00)	Restricted General	North Far North Regional Consortium	Shearer
3/5/24	6/30/25	Yuba Community College District Woodland Community College	Strong Workforce Program Regional Allocation	(\$433,188.00)	Restricted General	North Far North Regional Consortium	Shearer
3/5/24	6/30/25	Yuba Community College District	Strong Workforce Program Projects In Common Marketing	(\$40,000.00)	Restricted General	North Far North Regional Consortium	Shearer
3/5/24	Upon Payment	CDW.G, LLC	Citrix Virtual Apps and Desktop On-Premise Subscription	(\$13,895.20)	Restricted General	Information Technology	Suleski
Upon Download	One Year	Citrix Systems, Inc.	Citrix Virtual Apps and Desktop License	\$0.00	Restricted General	Information Technology	Suleski
3/14/24	Upon Payment	ePlus Technology, Inc.	Palo Alto Network Firewall Support and Subscription	(\$137,148.51)	Unrestricted General	Information Technology	Suleski
2/27/24	7/6/25	Palo Alto Networks, Inc.	Enterprise Program Subscription License	\$0.00	Unrestricted General	Information Technology	Suleski
2/29/24	2/29/25	Ekahau, Inc.	Ekahau Connect Subscription License	(\$1,995.00)	Unrestricted General	Information Technology	Suleski
4/30/24	4/30/25	SolarWinds Worldwide, LLC	Orion Platform Annual Maintenance and License	(\$14,789.00)	Unrestricted General	Information Technology	Suleski

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3/5/24	8/6/28	Los Rios Community College District	Reimbursement for the Installation, Deployment, and Services of CENIC Equipment	\$31,735.21	Restricted General	CCC Technology Center	Suleski
3/5/24	8/2/28	San Diego Community College District	Reimbursement for the Installation, Deployment, and Services of CENIC Equipment	\$21,204.00	Restricted General	CCC Technology Center	Suleski
3/5/24	Upon Payment	SHI International Corporation	Reimbursement for the Installation, Deployment, and Services of CENIC Equipment	(\$1,984.65)	Restricted General	CCC Technology Center	Suleski
3/23/24	3/22/25	Sophos Limited	Sophos Central Intercept X Advanced Software License	\$0.00	Restricted General	CCC Technology Center	Suleski
4/1/24	3/31/25	The Escal Institute of Advanced Technologies, Inc. dba SANS Institute	SANS Security Awareness Training Licenses	(\$19,950.00)	Restricted General	CCC Technology Center	Suleski
2/21/24	6/30/24	Sign Language Interpreting Services Agency, Inc. DBA Wilder Interpreting Services	American Sign Language (ASL) Interpreters for Zoom Meetings	(\$2,340.00)	Restricted General	CCC Technology Center	Suleski
3/15/24	3/25/24	Allen Electrical Contracting	Electrical and Data Installation for Allied Health/Public Service South Phase I Remodel	(\$17,151.29)	Measure J	Facilities, Planning, & Management	Suleski
4/1/24	5/24/24	Allen Electrical Contracting	Electrical and Data Installation for Allied Health/Public Service South Phase II Remodel Rooms 163 and 166A	(\$19,625.00)	Measure J	Facilities, Planning, & Management	Suleski
3/11/24	6/1/24	Allen Electrical Contracting	Electrical Installation for Fire Alarm Upgrade at Public Safety Training Center	(\$22,500.00)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
6/2/24	6/24/24	Allen Electrical Contracting	Data and Electrical Installation in Allied Health/Public Service Rooms 158, 166B and 166C	(\$14,780.00)	Measure J	Facilities, Planning, & Management	Suleski
3/11/24	6/1/24	B&P Fencing, Inc.	Chain Link Fence Repair and Gate Installation at Sewer Treatment Plant	(\$9,000.00)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
3/1/24	6/30/24	California Renovation Carpet One	Carpet Replacement in Allied Health/Public Service South	(\$3,127.44)	Measure J	Facilities, Planning, & Management	Suleski
7/10/24	8/1/24	California Renovation Carpet One	Carpet Replacement in Kinesiology Athletics Performance Center Room 216	(\$19,322.10)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
7/1/24	7/8/24	California Renovation Carpet One	Carpet Replacement in Kinesiology Athletics Performance Center Rooms 214 and 215	(\$19,332.10)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
7/1/24	8/30/24	California Renovation Carpet One	Carpet Replacement in Skyway Center Auto Rooms 113, 114, 115, 125, 126, 127, and 130	(\$14,908.39)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
7/1/24	8/30/24	California Renovation Carpet One	Carpet Replacement in Women's Locker Room	(\$10,598.52)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
3/18/24	3/22/24	Holt Heating and Air	HVAC Replacement at Roadrunner Hub	(\$20,215.00)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
3/15/24	3/25/24	Martin Construction	Allied Health/Public Service South Phase One Remodel of Rooms 158, 176, 174, 166A, 163	(\$29,860.00)	Measure J	Facilities, Planning, & Management	Suleski
4/8/24	5/24/24	Martin Construction	Allied Health/Public Service South Phase Two Remodel of Room 166 B/C	(\$48,237.00)	Measure J	Facilities, Planning, & Management	Suleski
3/26/24	3/27/24	Mary Mansfield	Basic Adult First Aid and CPR Training	(\$3,420.00)	Unrestricted General	Facilities, Planning, & Management	Suleski
2/22/24	8/30/24	Opening Technologies, Inc.	Card Readers Installation at Student & Administrative Services, Media Center, and Mathematics	(\$57,685.00)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
2/15/24	8/30/24	Opening Technologies, Inc.	Card Readers Installation at Arts, Business Education, and Campus Center	(\$57,567.21)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski

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4/1/24	12/20/24	Opening Technologies, Inc.	Door Hardware Installation in Chico Center, Physical Science, Mathematics, Welding & Manufacturing, Instructional Portables, Student Health Clinic, Roadrunner Hub, Mechanized Agriculture, Green House, Environmental Horticulture, and Swing Space	(\$57,348.00)	Capital	Facilities, Planning, & Management	Suleski
3/15/24	8/30/24	Opening Technologies, Inc.	Card Reader Installation at Child Development Center, Skyway Center, Chico Center, and Glenn County Center	(\$47,212.20)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
3/1/24	8/30/24	Opening Technologies, Inc.	Card Reader Installation at Allied Health/Public Service and Library	(\$56,678.74)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
3/8/24	8/30/24	Opening Technologies, Inc.	Card Reader Installation in Learning Resource Center, Life Science, and Physical Science	(\$59,298.28)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
5/1/24	12/31/24	Opening Technologies, Inc.	Door Hardware Installation at Skyway Center, Learning Resource Center, and Life Science	(\$45,048.68)	Capital	Facilities, Planning, & Management	Suleski
3/4/24	6/30/24	Rackley Company, Inc.	Installation of Greenhouse Steel Structure	(\$60,000.00)	Restricted General	Facilities, Planning, & Management	Suleski
3/18/24	6/1/24	Rock Creek Construction, Inc.	Pedestrian Stair Repair at Lot 3	(\$13,460.00)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
3/13/24	Upon Payment	County of Shasta	Purchase of Two 2014 Ford Explorers, One 2017 Ford Explorer, and One 2018 Dodge Charger	(\$20,000.00)	Restricted General	Facilities, Planning, & Management	Suleski
2/1/24	6/1/24	Shine Up Solar, LLC	Clean PV Panels at Glenn County Center	(\$1,350.00)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
3/18/24	3/22/24	Technique Communications	Smart Classroom Equipment Installation in Library Resource Center	(\$19,933.63)	Restricted General	Facilities, Planning, & Management	Suleski
4/1/24	7/30/24	United Building Contractors, Inc.	Storage Build at Library	(\$47,852.45)	Measure J	Facilities, Planning, & Management	Suleski
5/27/24	6/30/24	United Building Contractors, Inc.	Wall Installation in Gym Mat Room	(\$39,805.73)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
4/1/24	6/1/24	United Building Contractors, Inc.	Drain and Downspout Repair at Allied Health Public Services South	(\$12,402.89)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
3/28/24	3/29/24	Mid Valley Title & Escrow Company	Glenn County Center Escrow Settlement Statement	\$0.00	N/A	Facilities, Planning, & Management	Suleski
3/28/24	3/29/24	Vista La Mesa LLC	Purchase/Sale Settlement Instructions	\$0.00	N/A	Facilities, Planning, & Management	Suleski
3/11/24	6/1/24	Voltage Specialists	Fire Alarm Upgrade at Public Services Training Center	(\$56,530.00)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
1/25/24	3/31/24	West Valley Construction	Irrigation Repair at Chico Center	(\$9,930.00)	Scheduled Maintenance	Facilities, Planning, & Management	Suleski
			<b>TOTAL REVENUE CONTRACTS</b>	<b>\$123,719.21</b>			
			<b>TOTAL EXPENSE CONTRACTS</b>	<b>(\$8,521,716.46)</b>			

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

**April 17, 2024**

<b>Subject:</b>	Donation of District Personal Property: Miscellaneous Electronic Equipment
<b>Category:</b>	Finance
<b>Submitted By:</b>	Scott Thomason, Interim Vice President
<b>Attachment:</b>	Yes
<b>Type:</b>	Action
<b>Agenda Section:</b>	Regular

**Background**

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

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

**Status**

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

**Recommendation**

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

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

EXHIBIT A

Board Meeting Date: April 17, 2024

DISPOSAL OF DISTRICT PROPERTY: ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIALS PURCHASED BETWEEN  
FEBRUARY 3, 2004 AND DECEMBER 20, 2017

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

<b>Butte College Asset No. / Product Serial/Model No.</b>	<b>Item Description</b>	<b>Item Status</b>
528109	PRINTER	DONATE
531797	PRINTER	DONATE
522646	PROJECTOR	DONATE
512527	SPECTROPHOTOMETER	DONATE
526477	SYSTEM, COMPUTER	DONATE
208813378	TELEVISION	DONATE
211924009	TELEVISION	DONATE
211823999	TELEVISION	DONATE
208811499	TELEVISION	DONATE
301832245	TELEVISION	DONATE
212829053	TELEVISION	DONATE
211824007	TELEVISION	DONATE
208811498	TELEVISION	DONATE
522867	TV/DVD COMBO	DONATE
532461	UNINTERRUPTIBLE POWER SUPPLY	DONATE

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

**April 17, 2024**

<b>Subject:</b>	Approval of New Courses
<b>Category:</b>	Instruction
<b>Submitted By:</b>	Erik Shearer, Vice President
<b>Attachment:</b>	Yes
<b>Type:</b>	Action
<b>Agenda Section:</b>	Consent

**Background**

The courses described in the attached have been developed by various departments to upgrade their present curriculum.

- EDUC 312 and EDUC 313 are noncredit stand-alone courses designed to assist students struggling with reading and comprehension skills. These courses will offer additional support for students currently enrolled through the Center for Academic Success (CAS).
- MATH 328 and MATH 330 are noncredit stand-alone courses that provide students the opportunity to refresh and build their math skills to better prepare them for entry into STEM programs such as Pre-Calculus.

**Status**

The appropriate instructional area on campus and the Curriculum Committee have approved the attached courses.

**Recommendation**

It is recommended that the Board of Trustees approve the new courses as described in the attached.

## **EDUCATION (EDUC)**

### **EDUC 312 - Reading Comprehension and Speed**

Transfer Status: NT

Unit(s): 0.00

Contact Hours: 17.00 Lecture

This course develops self-sustaining reading skills improvement for college-level reading assignments. It is intended to supplement concurrent enrollment in Butte College coursework. Emphasis is placed on determining reading strategies appropriate for the reading task, calculating reading rate suitable for the assignment, assessing schema as it pertains to the context for reading, measuring comprehension as it relates to the application of reading material, and adapting to meet the variety of tasks associated with college-level reading assignments. Unlimited repeats. Satisfactory/Unsatisfactory Only. Open Entry/Open Exit.

### **EDUC 313 - Reading for the Disciplines**

Transfer Status: NT

Unit(s): 0.00

Contact Hours: 17.00 Lecture

This course prepares students for college-level study by developing effective reading skills for discipline-specific reading assignments in transfer-level and CTE coursework. It is designed to supplement concurrent enrollment in Butte College courses. This course builds upon the Reading Apprenticeship framework. Emphasis is placed on pre- and post-reading strategies, annotation strategies, strategies for retention, research strategies appropriate to discipline, metacognitive reflection, and investigating the relationship between literacy and power within the students' chosen disciplines. Unlimited repeats. Satisfactory/Unsatisfactory Only. Open Entry/Open Exit.

## **MATHEMATICS (MATH)**

### **MATH 328 - Pre-Calculus Preparation**

Transfer Status: NT

Unit(s): 0.00

Contact Hours: 68.00 Activity

This course is math preparation for pre-calculus. It covers advanced algebra topics including solving linear, quadratic, rational, and radical equations, and linear inequalities, operations on real and complex numbers, polynomials, rational expressions, and radical expressions. Topics will also include graphing linear, quadratic, and exponential equations in two variables, linear inequalities in one variable, and the conics, and solving systems of equations in two and three variables. Unlimited repeats. Satisfactory/Unsatisfactory only.

### **MATH 330 - Calculus Preparation**

Transfer Status: NT

Unit(s): 0.00

Contact Hours: 68.00 Activity

This course is math preparation for calculus. It covers advanced algebra topics beyond the scope of intermediate algebra. Topics include polynomial, absolute value, radical, exponential, logarithmic, and trigonometric functions and their graphs, analytic geometry, and polar coordinates. Unlimited repeats. Satisfactory/Unsatisfactory only.

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

**April 17, 2024**

<b>Subject:</b>	Approval of Out of State Student Travel to Ashland, OR
<b>Category:</b>	Student Services
<b>Submitted By:</b>	Brad Zuniga, Interim Vice President
<b>Attachment:</b>	No
<b>Type:</b>	Action
<b>Agenda Section:</b>	Consent

**Background**

Butte College Gender and Sexuality Alliance Club (GSA) advisors Cristina Dahl and Heather Springer are requesting approval for out-of-state travel to take students to Ashland, OR, for the Oregon Shakespeare Festival, June 13-14, 2024.

**Status**

This event is open to all Butte College GSA Club members in good standing with Butte College and in good standing with the Butte College GSA Club.

Students and chaperones will attend three live theater performances as well as tour Ashland. This optional travel will provide an excellent opportunity for team building and experiential learning.

Butte College Associated Students (BCAS) has approved \$2,500 be used for travel expenses. The remaining balance will be paid by Student Equity & Achievement (SEA) funding.

**Recommendation**

It is recommended the Board authorize out of state travel to Ashland, OR, from June 13-14, 2024, for members of the GSA to attend the Oregon Shakespeare Festival.

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

**April 17, 2024**

<b>Subject:</b>	Approval and/or Ratification of Personnel Actions
<b>Category:</b>	Human Resources
<b>Submitted By:</b>	Scott Thomason, Interim Vice President
<b>Attachment:</b>	Yes
<b>Type:</b>	Action
<b>Agenda Section:</b>	Consent

**Recommendation**

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

**Management\***

1. Employment of Director, Equitable Pathways and Achievement – Amanda Montgomery  
Full-time, 40 hours per week, 12 months per year  
Salary: MSC – 19  
Effective: May 1, 2024
2. Employment of Director, Marketing and Advertising – Jacqueline Dillard  
Full-time, 40 hours per week, 12 months per year  
Salary: MSC – 19  
Effective: April 1, 2024

**Academic\***

3. Employment of Full-Time, Tenure Track, Chemistry Instructor – Carlos Vasquez  
Status: Probationary  
Salary: Placement on the Academic Salary Schedule as determined by education and experience  
Effective: August 1, 2024
4. Employment of Full-Time, Tenure Track, Articulation Officer – Jessica Jackson  
Status: Probationary  
Salary: Placement on the Academic Salary Schedule as determined by education and experience  
Effective: July 1, 2024
5. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Chico Unified School District) – Matthew Joiner  
Effective: July 1, 2024 - June 30, 2025

6. Employment of Temporary Academic Employees (Instructors and Student Development) Part-time faculty recommended for employment effective Spring Semester 2024 – Rebecca Arnfeld, Jessika Galloway, Julian Greening, Vincent Marshall, Jaide McMillin, Nicholas Paulson

**Classified Employees\***

7. Employment of Clerk II – Bethany Richer  
Full-time, 40 hours per week, 12 months per year  
Salary: CSEA – 10  
Effective: April 1, 2024
8. Employee working Out-of-Class, Systems Administrator – Dan Neel  
Effective: March 1, 2024 – June 30, 2024
9. Temporary Increase from 60% to 100%, Support Center Representative Bilingual/Bi-literate – Christopher Carrero  
Effective: March 1, 2024 – May 31, 2024
10. Unpaid Leave without Pay or Benefits, Employee ID ending 6065  
Effective: April 9, 2024 to June 3, 2024
11. Amended: Voluntary Transfer of Position – Cindy Klimper  
From: General Bookstore Clerk – Bookstore (CSEA-12)  
To: Clerk II – Facilities Planning and Management (CSEA-10)  
Effective: March 11, 2024
12. Amended: Employment of Custodian I – Preston Hall  
Full-time, 40 hours per week, 12 months per year  
Salary: CSEA – 14  
Effective: March 1, 2024
13. Amended: Employment of Administrative Secretary-Grants (Native American Center) – Gavin Antone  
Part-time, 20 hours per week, 11 months per year  
Salary: CSEA – 25  
Effective: March 1, 2024

**Temporary Employees\***

14. **Substitutes**  
Student Success Specialist (Dual Enrollment) – Shontia Thomas  
Salary: \$27.75 per hour 2/27/24 – 6/30/24  
Custodian I – Douglas Jones  
Salary: \$21.00 per hour 3/18/24 – 6/30/24
15. **Short Term/Seasonal**  
Administrative Secretary – Grants (Contract Education) – Debra McKey  
Salary: \$27.75 per hour 3/11/24 – 6/30/24  
Human Resources Specialist Senior – Amanda Hicks  
Salary: \$37.75 per hour 3/20/24 – 6/30/24  
Admissions & Records Technician II – Annie Rin  
Salary: \$33.25 per hour 4/1/24 – 6/30/24

**16. Professional Expert**

Crime Scene Actor – Brenton Warr

Salary: \$16.00 per hour 3/21/24 – 6/30/24

Intern School Bus Driver Certification Program – Andrea Jones

Salary: \$17.00 per hour 3/4/24 – 6/30/24

Manipulative Skill/Evaluator – Jackson Young, Carlos Munoz

Salary: \$16.00/16.75 per hour 2/22/24 – 6/30/24

Manipulative Skill/Evaluator – Tristan Montoya, Luke Roberts

Salary: \$16.00/16.75 per hour 3/7/24 – 6/30/24

Nursing – Maritsa Juarez-Whittaker

Salary: \$45.00 per hour 3/15/24 – 6/30/24

**17. Volunteer**

Athletic Training (Health, Kinesiology & Athletics) – Gabriel Estabrook, Brenden Smith, Royce Vaught

Veterans Services – Kennedy Mason

Football (Health, Kinesiology & Athletics) – Owen Behlke

**18. Retirements/Resignations**

Retirement, Assistant Superintendent/Vice President for Administration – Andy Suleski

Effective – April 11, 2024

Retirement, Network/Computing Specialist – Terral Jamison

Effective – March 5, 2024

Retirement, Network/Computing Specialist – Christian Dyckman

Effective – March 1, 2024

Retirement, Project Manager – Richard Snodgrass

Effective – April 1, 2024

Retirement, Bus Operator – Russell Zimmerman

Effective – May 31, 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.

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

**April 17, 2024**

<b>Subject:</b>	Approval of Contracts
<b>Category:</b>	Contracts
<b>Submitted By:</b>	Scott Thomason, Interim Vice President
<b>Attachment:</b>	Yes
<b>Type:</b>	Action
<b>Agenda Section:</b>	Regular

**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 \$114,500.00 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>
1/1/24	6/30/26	Anderson Union High School District	K-12 Strong Workforce Program Grant <i>Revised since 03/13/24 Contracts Approval Report</i>	(\$678,924.00)	Restricted General	North Far North Regional Consortium	Shearer
1/1/24	6/30/26	East Nicolaus Joint Union High School District	K-12 Strong Workforce Program Grant	(\$216,840.00)	Restricted General	North Far North Regional Consortium	Shearer
1/1/24	6/30/26	Elk Grove Unified School District	K-12 Strong Workforce Program Grant	(\$1,462,457.00)	Restricted General	North Far North Regional Consortium	Shearer
1/1/24	6/30/26	Ferndale Unified School District	K-12 Strong Workforce Program Grant	(\$149,500.00)	Restricted General	North Far North Regional Consortium	Shearer
1/1/24	6/30/26	Gridley Unified School District	K-12 Strong Workforce Program Grant	(\$710,542.00)	Restricted General	North Far North Regional Consortium	Shearer
1/1/24	6/30/26	Humboldt County Office of Education	K-12 Strong Workforce Program Grant	(\$981,360.00)	Restricted General	North Far North Regional Consortium	Shearer
1/1/24	6/30/26	Lake Tahoe Unified School District	K-12 Strong Workforce Program Grant	(\$886,084.00)	Restricted General	North Far North Regional Consortium	Shearer
1/1/24	6/30/26	Lassen Union High School District	K-12 Strong Workforce Program Grant	(\$251,000.00)	Restricted General	North Far North Regional Consortium	Shearer
1/1/24	6/30/26	Marysville Joint Unified School District	K-12 Strong Workforce Program Grant	(\$269,607.00)	Restricted General	North Far North Regional Consortium	Shearer
1/1/24	6/30/26	Middletown Unified School District	K-12 Strong Workforce Program Grant	(\$194,526.00)	Restricted General	North Far North Regional Consortium	Shearer
1/1/24	6/30/26	Modoc Joint Unified School District	K-12 Strong Workforce Program Grant	(\$500,000.00)	Restricted General	North Far North Regional Consortium	Shearer
1/1/24	6/30/26	Oroville Union High School District	K-12 Strong Workforce Program Grant	(\$131,934.00)	Restricted General	North Far North Regional Consortium	Shearer
1/1/24	6/30/26	Red Bluff Joint Union High School District	K-12 Strong Workforce Program Grant	(\$662,590.00)	Restricted General	North Far North Regional Consortium	Shearer
1/1/24	6/30/26	Roseville Joint Union High School District	K-12 Strong Workforce Program Grant	(\$613,300.00)	Restricted General	North Far North Regional Consortium	Shearer
1/1/24	6/30/26	Gateway Charter Community Charters on behalf of Sacramento Academic & Vocational Academy (SAVA) - Sacramento City Unified School District	K-12 Strong Workforce Program Grant	(\$706,500.00)	Restricted General	North Far North Regional Consortium	Shearer
1/1/24	6/30/26	Sacramento City Unified School District	K-12 Strong Workforce Program Grant	(\$989,524.00)	Restricted General	North Far North Regional Consortium	Shearer
1/1/24	6/30/26	Shasta Union High School District	K-12 Strong Workforce Program Grant	(\$1,439,000.00)	Restricted General	North Far North Regional Consortium	Shearer
1/1/24	6/30/26	Twin Rivers Unified School District	K-12 Strong Workforce Program Grant	(\$341,176.00)	Restricted General	North Far North Regional Consortium	Shearer
1/1/24	6/30/26	Western Placer Unified School District	K-12 Strong Workforce Program Grant	(\$199,874.00)	Restricted General	North Far North Regional Consortium	Shearer
1/1/24	6/30/26	Willits Unified School District	K-12 Strong Workforce Program Grant	(\$582,775.00)	Restricted General	North Far North Regional Consortium	Shearer
1/1/24	6/30/26	Woodland Joint Unified School District	K-12 Strong Workforce Program Grant	(\$333,333.00)	Restricted General	North Far North Regional Consortium	Shearer
1/1/24	6/30/26	Yuba City Unified School District	K-12 Strong Workforce Program Grant	(\$417,475.00)	Restricted General	North Far North Regional Consortium	Shearer

**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>
1/1/24	6/30/26	Yuba County Office of Education	K-12 Strong Workforce Program Grant	(\$189,708.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/24	6/30/25	Work Training Center for the Handicapped, Inc.	Instructional Service Agreement for Community Partners in Education courses to provide individual assessment and a variety of training in the areas of Vocational, Prevocational, and Functional Skills	(\$207,168.00)	Unrestricted General	Special Programs	Shearer
			<b>TOTAL REVENUE CONTRACTS</b>	<b>\$0.00</b>			
			<b>TOTAL EXPENSE CONTRACTS</b>	<b>(\$13,115,197.00)</b>			

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

**April 17, 2024**

<b>Subject:</b>	Approval of Contract to Purchase Information Technology Goods and Services from SHI International Corp. utilizing Foundation for California Community Colleges CollegeBuys Administrative Services Agreement No. 00006779
<b>Category:</b>	Contracts
<b>Submitted By:</b>	Scott Thomason, Interim Vice President
<b>Attachment:</b>	No
<b>Type:</b>	Action
<b>Agenda Section:</b>	Regular

**Background**

The District’s California Community Colleges Technology Center requires Spirion data loss prevention solution maintenance and support for the Information Security Center. Funding will be allocated from the System Infrastructure and Services 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 of the awarded Foundation for California Community Colleges Agreement No. 00006779, as a source to purchase the Spirion data loss prevention solution from SHI International Corp. in the amount not to exceed \$164,493.60, and for the term of June 10, 2024 through June 30, 2025. 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 Spirion data loss prevention solution from SHI International Corp. utilizing Foundation for California Community Colleges Agreement No. 00006779, per the terms of the FCCC contract, in the amount not to exceed \$164,493.60, and for the term of June 10, 2024 through June 30, 2025.

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 the Spirion data loss prevention solution 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**

**April 17, 2024**

<b>Subject:</b>	Approval of Contract Award for Request for Proposals (RFP) No. 2023/24-01 Utility Line Clearance Arborist and Utility Vegetation Management Pre-Inspector Contract Training Services
<b>Category:</b>	Contracts
<b>Submitted By:</b>	Scott Thomason, Interim Vice President
<b>Attachment:</b>	No
<b>Type:</b>	Action
<b>Agenda Section:</b>	Regular

**Background**

On February 10, 2023, the District entered into a Subaward Agreement with the Foundation for California Community Colleges under the U.S. Department of Commerce Economic Development Administration (EDA) Good Jobs Challenge Award to provide services, the California Resilient Careers in Forestry Project (Project).

On July 21, 2023, the District released Request for Proposal (RFP) No. 2023/24-01 Utility Line Clearance Arborist Contract Training Services, and subsequently issued an amendment to the RFP to add Utility Vegetation Management Pre-Inspector Contract Training Services. The purpose of the RFP was to seek proposals to provide training services to support the Project.

**Status**

Eleven firms submitted proposals by the submittal deadline date as follows:

<u>FIRM NAME</u>	<u>PROPOSAL VALUE</u>
Mountain F. Enterprises	\$71,646 per Arborist class
Academy Trained	\$78,940 per Arborist class; \$13,060 per Pre-Inspector class
Davey Tree Surgery	\$66,640 per Arborist class
Rancho Tree Services	\$62,140 per Arborist class; \$11,160 per Pre-Inspector class
Utility Tree Service	\$62,840 per Arborist class
ACRT Pacific, LLC	\$77,324 per Arborist class; \$15,396 per Pre-Inspector class
Your OSHA Trainer, Inc.	\$16,900 per Arborist class; \$9,560 per Pre-Inspector class
CN Utility Consulting, Inc.	\$12,760 per Pre-Inspector class
Davey Resource Group	\$11,080 per Pre-Inspector class
Mountain G. Enterprises	\$13,080 per Pre-Inspector class
ECI Lakeside Environmental Consultants	\$14,360 per Pre-Inspector class

The District intends to secure contracts with multiple contractors to perform the training services required in the Project's scope of work.

A proposal evaluation team considered the qualifications, experience, technical approach, and cost in the evaluation of the responsive proposals and invited all 11 firms to participate in interviews.

Upon completion of the due diligence review, staff determined that all firms are qualified to perform the training services and an award of a contract to each firm to support the Project will be in the best interest of the District.

### **Recommendation**

It is recommended that the Board of Trustees approve the award of the contracts for the Request for Proposals No. 2023/24-01 Utility Line Clearance Arborist and Utility Vegetation Management Pre-Inspector Contract Training Services to:

1. Academy Trained in the amount not to exceed \$895,668.00 for the term of March 24, 2024 through May 29, 2026 (*Revised since December 2023 approval*);
2. ACRT Pacific, LLC in the amount not to exceed \$360,660.00 for the term of April 22, 2024 through May 29, 2026;
3. Eocene Environmental Group of the West, Inc. (CN Utility Consulting, Inc.) in the amount not to exceed \$340,500.00 for the term of April 7, 2024 through May 29, 2026;
4. Davey Resource Group in the amount not to exceed \$285,930.00 for the term of April 22, 2024 through May 29, 2026;
5. Davey Tree Surgery in the amount not to exceed \$384,000.00 for the term of April 1, 2024 to May 29, 2026;
6. ECI Lakeside Environmental Consultants in the amount not to exceed \$647,070.00 for the term of April 22, 2024 through May 29, 2026; and
7. Rancho Tree Service in the amount not to exceed \$615,600.00 for the term April 22, 2024 through May 29, 2026.

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

It is further recommended that the Board of Trustees authorize District staff to execute necessary contract documents related to the award of the contracts for the Request for Proposals No. 2023/24-01 Utility Line Clearance Arborist and Utility Vegetation Management Pre-Inspector Contract Training Services to firms listed above, 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**

**April 17, 2024**

<b>Subject:</b>	Approval of Contract to Purchase Career Coach License from Economic Modeling, LLC as a Sole Source Procurement
<b>Category:</b>	Contracts
<b>Submitted By:</b>	Scott Thomason, Interim Vice President
<b>Attachment:</b>	No
<b>Type:</b>	Action
<b>Agenda Section:</b>	Regular

**Background**

The District’s California Community Colleges Technology Center (CCCTC) Department requires a license for Career Coach to make available a comprehensive self-assessment and career exploration solution for California Community Colleges students.

Funding for this project will be allocated from the Student Enrollment grant.

California Education Code Section 81645 requires the District to advertise publicly for bids or proposals for the purchase of electronic data processing systems and equipment, electronic telecommunication equipment, supporting software, and related materials, goods and services involving an expenditure that exceeds the state-mandated bid limit. However, California case law provides that where competitive proposals work an incongruity and are unavailing as affecting the final result or where they do not produce any advantage, the statute requiring competitive bidding does not apply; and that public entities need not comply with competitive bidding processes where to do so would be impractical or futile and would not serve the purposes of competitive bidding.

On March 8, 2016, the District entered into a contract with Economic Modeling, LLC for Career Coach pursuant to the Request for Proposals No. CCCTC 15-06 Self Assessment and Career Exploration to provide a comprehensive student self-assessment and career exploration solution, which could be centrally hosted, integrated with college-based systems and the statewide Student Services Portal, and be locally tailored to the needs of each California community college. The Career Coach solution has continued to be engineered and hosted by Economic Modeling, LLC. Forty-four colleges are currently using Career Coach to provide students with guidance in making career choices and relevant academic planning to achieve their goals.

**Status**

District staff recommends a sole source procurement of the required Career Coach license from Economic Modeling, LLC because: 1) The software has been customized with California specific data elements, CCC specific formats, work flows, interface, and messaging features; 2) there is no off the shelf software product that provides the customization necessary to meet CCC requirements and for any other vendor to customize their product would be cost prohibitive; and 3) the proposed purchase of software services maintains continuity of this custom system for the colleges.

Based on the above factors, District staff has determined that competitive bidding would not produce any advantage to the District and that it is in the best interest of the District to enter into a contract with Economic Modeling, LLC for Career Coach license in the amount not to exceed \$296,800.00, for the term July 1, 2024 through June 30, 2025, as a sole source procurement without going through a competitive bidding process.

**Recommendation**

It is recommended that the Board of Trustees find that it is in the District’s best interest to authorize the letting of a sole source contract to Economic Modeling, LLC and authorize the District to enter into a contract with Economic Modeling, LLC to purchase Career Coach license on a sole source basis in the amount not to exceed \$296,800.00 for the term July 1, 2024 through June 30, 2025.

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

It is further recommended that the Board of Trustees authorize the District to execute necessary contract documents related to the purchase of the required Career Coach license from Economic Modeling, 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**

**April 17, 2024**

<b>Subject:</b>	Adoption of Resolution No. 821 Appointing an Interim Vice President of Administration
<b>Category:</b>	Human Resources
<b>Submitted By:</b>	Virginia L. Guleff, Superintendent/President
<b>Attachment:</b>	Yes
<b>Type:</b>	Action
<b>Agenda Section:</b>	Regular

**Background**

Government Code Section 21221(h) allows for a retired person to serve without reinstatement from retirement or loss or interruption of benefits provided by the Public Employees' Retirement System (PERS) upon an interim appointment by the governing body of the contracting agency to a vacant position during recruitment for a permanent appointment and deemed by the governing body to require specialized skills or during an emergency to prevent the stoppage of public business.

**Status**

The Vice President of Administration position is critically needed for the Butte-Glenn Community College District (District) and this appointment is necessary to fill the position of Vice President of Administration for the Butte-Glenn Community College District by April 1, 2024 because the current incumbent is retiring from the District effective April 11, 2024 and the District is currently in the selection process to identify a permanent replacement.

**Recommendation**

It is recommended that the Board of Trustees adopt Resolution No. 821 appointing Scott Thomason as an interim retired annuitant to the vacant position of Vice President of Administration for the Butte-Glenn Community College District effective April 1, 2024, through June 30, 2024.

**BUTTE-GLENN COMMUNITY COLLEGE BOARD OF TRUSTEES**  
**Meeting of the Board of Trustees**  
**April 17, 2024**  
**RESOLUTION NO: 821**  
**APPOINTMENT OF INTERIM VICE PRESIDENT OF ADMINISTRATION AS PER**  
**GOVERNMENT CODE SECTION 21221(h)**

WHEREAS, Government (Gov.) Code section 21221(h) of the Public Employees' Retirement Law permits the governing body to appoint a CalPERS retiree to a vacant position requiring specialized skills during recruitment for a permanent appointment, and provides that such appointment will not subject the retired person to reinstatement from retirement or loss of benefits so long as it is a single appointment that does not exceed 960 hours in a fiscal year; and

WHEREAS, the Board of Trustees desires to appoint Scott Thomason as an interim appointment retired annuitant to the vacant position of Vice President of Administration for the Butte-Glenn Community College District under Gov. Code section 21221(h), effective April 1, 2024; and

WHEREAS, the Board of Trustees, the Butte-Glenn Community College District and Scott Thomason certify that Scott Thomason has not and will not receive a Golden Handshake or any other retirement-related incentive; and

WHEREAS, an appointment under Gov. Code section 21221(h) requires the retiree is appointed into the interim appointment during recruitment for a permanent appointment; and

WHEREAS, the governing body has authorized the search for a permanent appointment on June 26, 2023 and

WHEREAS, this Gov. Code section 21221(h) appointment shall only be made once and therefore will end on June 30, 2024; and

WHEREAS, the entire contract between Scott Thomason and the Butte-Glenn Community College District has been reviewed by this body and is attached herein; and

WHEREAS, the compensation paid to retirees cannot be less than the minimum nor exceed the maximum monthly base salary paid to other employees performing comparable duties, divided by 173.333 to equal the hourly rate; and

WHEREAS, the maximum base salary for this position is \$21,312.45 per month and the hourly equivalent is \$122.95; the minimum base salary for this position is \$17,517.32 per month and the hourly equivalent is \$101.06; and

WHEREAS, the hourly rate paid to Scott Thomason will be \$109.31; and

WHEREAS, Scott Thomason has not and will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to this hourly pay rate; and

THEREFORE, BE IT RESOLVED THAT the Board of Trustees hereby certifies the nature of the employment of Scott Thomason as described herein and detailed in the attached employment appointment document and that this appointment is necessary to fill the critically needed position of Vice President of Administration for the Butte-Glenn Community College District by April 1, 2024 because the current incumbent is retiring from the District effective April 11, 2024 and the District is currently in the selection process to identify a permanent replacement. The District will need a short-term interim to oversee the Administration Division and finalize the District budget while a replacement is being selected.

The foregoing resolution was introduced by Board Member \_\_\_\_\_ who moved its adoption, seconded by Board Member \_\_\_\_\_, and adopted on, by the following roll call vote:

AYES:

NOES:

ABSENT:

SO ORDERED:

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Eugene Massa  
President, Board of Trustees

ATTEST:

I, Virginia Guleff (secretary) of the Board of Trustees of the Butte-Glenn Community College District, hereby certify that the above is a true copy of a resolution passed by the Board of Trustees of the Butte-Glenn Community College District at a meeting of the Board held on April 17, 2024.

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Virginia Guleff  
Secretary Board of Trustees

**BUTTE-GLENN COMMUNITY COLLEGE DISTRICT  
AGREEMENT FOR ADMINISTRATIVE EMPLOYMENT OF  
INTERIM VICE PRESIDENT, ADMINISTRATIVE SERVICES**

This Agreement for Administrative Employment ("Agreement") is made between the Butte-Glenn Community College District ("District") and Scott Thomason ("Administrator"). This contract is made and entered into this 1<sup>st</sup> day of April 2024.


**RECITALS**

1. **Employment:** The Board hereby agrees to employ Scott Thomason as the Interim Vice President, Administrative Services, who possess specialized skills and expertise and hereby accepts employment as the Interim Vice President, Administrative Services upon the terms and conditions set forth below.
2. **General Terms and Conditions of Employment:** This Contract is subject to all applicable laws of the State of California, the rules and regulations of the Board of Governors of the California Community Colleges, and the rules, regulations, and policies of the Butte Glenn Community College District. Said laws, rules, regulations, and policies are hereby made a part of the terms and conditions of this Contract.
3. **Duties and Responsibilities:** By signing this Contract, the Interim Vice President of Administrative Services agrees to devote his time, skill, labor, and attention to performing faithfully all the duties and accepts all of the responsibilities as specified in the job specifications for the forenamed position, and all duties and responsibilities which may be delegated to the Interim Vice President, Administrative Services by the Superintendent/President.
4. **Job Specifications:** The Interim Vice President, Administrative Services will perform the duties as described in the attached job description.
5. **Term:** District agrees to employ, and the Interim Vice President, Administrative Services agrees to serve in the position, on a month-to-month basis commencing April 1, 2024, through June 30, 2024, unless otherwise terminated or the permanent Vice President, Administrative Services position is filled, whichever event occurs first.
6. **Work Schedule:** The Interim Vice President, Administrative Services shall perform regular work hours up to 3 days per week or as needed by the Superintendent/President and agreed upon with the Interim Vice President, Administrative Services.
7. **Sick Leave and Vacation Accrual:** The Interim Vice President, Administrative Services shall not be entitled to sick time or vacation time. If the need for sick time arises, he shall request to make up the sick time at another day approved by the Superintendent/President.
8. **Compensation:** The compensation shall be sixty seven and one half percent (67.5%) of Step C, Range 1 of the Executive Salary Schedule, or \$12,789.04 per month. The base salary may be subject to prorating for service that is less than the schedule determined by the Superintendent/President, for this assignment. The Board reserves the right to adjust the salary rate and other compensation for any and all months of this Contract, with the mutual consent of the Interim Vice President of Administrative Services. It is further provided, however, that by so doing, it shall not be considered that a new Contract has been entered into or that the termination dates of the existing Contract have been extended.
9. **Lodging Expense:** Lodging for the Interim Vice President, Administrative Services will not be paid for by the District.

10. **Mileage reimbursement:** Mileage reimbursement shall be paid in accordance with Administrative Procedure 7400, Travel.
11. **Health and Welfare Benefits:** The Interim Vice President, Administrative Services shall not receive Health and Welfare Benefits from the District.
12. **Evaluation:** Interim Vice President, Administrative Services shall not be evaluated by the Superintendent/President unless the Superintendent/President deems it necessary.
13. **Hold Harmless Clause:** Whenever any civil action is brought against the Interim Vice President, Administrative Services during the term of this Contract or in the future for any action or omission other than acts of intentional misconduct or gross negligence arising out of the course and scope of the duties of the Interim Vice President, Administrative Services, the District agrees to pay the costs of defending such action including the cost of counsel and of appeals, if any, and shall hold harmless from and protect the Interim Vice President, Administrative Services from any financial loss resulting there from insofar as permitted by law.
14. **Removal Without Cause:** Interim Vice President, Administrative Services serves in the administrative assignment at the pleasure of the Board and may be removed from such assignment by the Superintendent/President without cause or any reason after ten (10) days advance written notice, or as otherwise agreed by both parties. The Interim Vice President, Administrative Services shall have no right of appeal or any other rights except as set forth and herein or otherwise required by law.
15. **Termination by Vice President, Administrative Services:** The Interim Vice President, Administrative Services may terminate this Contract by giving the Superintendent/President at least ten (ten) days advance written notice, or as otherwise mutually agreed by both parties.
16. **Savings Clause:** If any provision of this Contract is held to be contrary to law by a court of competent jurisdiction, such provision shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions shall continue to remain in full force and effect.
17. **Miscellaneous Provisions:**
  - a. This Contract contains the entire agreement and understanding between the parties. There are no oral understandings or terms and conditions not contained or referenced in this Contract.
  - b. This Contract cannot be changed orally. It may be modified or superseded only by a written amendment executed by both parties.
  - c. This Contract shall be construed and interpreted under the laws of the State of California.
  - d. This Contract is deemed to include the provisions of Government Code Section 53260 regarding maximum cash settlements in the event of the District's termination of the Contract prior to its term.

IN WITNESS WHEREOF, the parties hereto have duly executed this Contract of the dates indicated below.

Apr 3, 2024  
Date

  
Virginia L. Guleff (Apr 3, 2024 16:10 PDT)  
Virginia L. Guleff-Superintendent/President

Apr 4, 2024  
Date

  
Scott Thomason (Apr 4, 2024 15:25 PDT)  
Scott Thomason

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

**April 17, 2024**

<b>Subject:</b>	First read of Board Policy 7210 (Academic Employees), Board Policy 7250 (Educational Administrators), Board Policy 7280 (Telecommuting), BP 7400 (Travel)
<b>Category:</b>	Administration
<b>Submitted By:</b>	Superintendent/President Virginia L. Guleff
<b>Attachment:</b>	Yes
<b>Type:</b>	Information
<b>Agenda Section:</b>	Regular

**Background**

The Board of Trustees Board Policy Review Committee met during the Spring 2024 semester and recommended changes to Board Policy 7210 (Academic Employees), Board Policy 7250 (Educational Administrators), Board Policy 7280 (Telecommuting), BP 7400 (Travel).

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 7210, 7250, 7280, and 7400 are hereby presented to the Board of Trustees for consideration before adoption at the May 15, 2024, meeting.



**BP 7210 Academic Employees**

References: Education Code Sections 87400 et seq.; 87419.1; 87600 et seq.; Title 5, Section 51025

Adopted: November 12, 2008

Last Revised: [March 2024](#)

Last Reviewed: February 14, 2018

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Academic employees are all persons employed by the District in academic positions. Academic positions include every type of service, other than paraprofessional service, for which minimum qualifications have been established by the Board of Governors for the California Community Colleges.

Faculty members are those employees who are employed by the District in academic positions that are not designated as supervisory or management.

Decisions regarding tenure of faculty shall be made in accordance with the evaluation procedures established for the evaluation of probationary faculty and in accordance with the requirements of the Education Code. The Board reserves the right to determine whether a faculty member shall be granted tenure. The evaluation of academic employees, including tenure review, must include consideration of the employee's demonstrated, or progress toward, proficiency in diversity, equity, inclusion, and accessibility competencies that enable work with diverse communities.

The District may employ temporary faculty from time to time as required by the interests of the District. Temporary faculty may be employed full-time or part-time. The Board delegates authority to the Superintendent/President or designee to determine the extent of the District's needs for temporary faculty.

Notwithstanding this policy, the District shall endeavor to comply with its goals under the Education Code regarding the ratio of full-time to part-time faculty to be employed by it and for making progress toward the standard of 75 percent of total faculty work load hours taught by full-time faculty.

There are no administrative procedures for this policy.



**BP 7250 Educational Administrators**

References: Education Code Sections 72411 et seq., 87002(b), 87457-87460;  
Government Code Section 3540.1(g) and (m)

Adopted: November 12, 2008

Last Revised: November 15, 2017; May 2022; March 2024

Last Reviewed:

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An administrator is a person employed by the Board in a supervisory or management position as defined in Government Code Sections 3540, et seq.

Educational administrators are those who exercise direct responsibility for supervising the operation of or formulating policy regarding the instructional or student services programs of the District.

An educational administrator who has not previously acquired tenure as a faculty member in the District shall have the right to become a first year probationary faculty member once the administrator's assignment expires or is terminated, if the following criteria are met:

- The administrator meets the criteria established by the District for minimum qualifications for a faculty position, in accordance with procedures developed jointly by the Superintendent/President or designee and the Academic Senate and approved by the Board. The Board shall rely primarily on the advice and judgment of the Academic Senate to determine that an administrator possesses minimum qualifications for employment as a faculty member.
- The administrator has completed at least two years of satisfactory service, including any time previously served as a faculty member, in the district.
- The requirements of Education Code Section 87458(c) and (d), or any successor statute, are met with respect to prior satisfactory service and reason for termination is for any reason other than dismissal for cause.
- The District has a vacancy for which the administrator meets minimum qualifications. A vacancy means that a position available within the District and the District has appropriately allocated, budgeted, and prioritized in accordance with District practice.

Educational administrators shall be compensated in the manner provided for by the appointment or contract of employment. Compensation shall be set by the Board upon recommendation by the Superintendent/President or designee. Educational Administrators shall further be entitled to health and welfare benefits made available by action of the Board upon recommendation by the Superintendent/President or designee.

Educational administrators shall be entitled to vacation leave, sick leave, and other leaves as provided by law, Board policies, and administrative procedures adopted by the Superintendent/President or designee.

Educational administrators are not eligible for inclusion in a bargaining unit represented by an exclusive bargaining agreement.

Every educational administrator shall be employed by an appointment or contract of two years for the first contract and up to three years thereafter.

The Board may, with the consent of the administrator concerned, terminate, effective on the next succeeding first day of July, the terms of employment and any contract of employment with the administrator, and reemploy the administrator on any terms and conditions as may be mutually agreed upon by the Board and the administrator, for a new term to commence on the effective date of the termination of the existing term of employment.

If the Board determines that, the administrator is not to be reemployed when his or her appointment or contract expires, notice to an administrator shall be in accordance with the terms of the existing contract. If the contract is silent, notice shall be in accordance with Education Code Section 72411.

The evaluation of educational administrators must include consideration of the employee's demonstrated, or progress toward, proficiency in diversity, equity, inclusion, and accessibility competencies that enable work with diverse communities.

See Administrative Procedure 7250



**BP 7280      Telecommuting**

References:

Adopted: February 29, 2014

Last Revised: [March 2024](#)

Last Reviewed: February 14, 2018

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It is the policy of Butte College to consider the use of telecommuting where it is a viable work option with clearly defined benefits and where it does not adversely impact students or the operation of the college. The district recognizes the benefits of such work options for employees when both district and employee needs can be addressed.

See Administrative Procedure 7280



**BP 7400      Travel**

References:      Education Code Section 87032;  
                         Government Code Section 11139.8

Adopted:            November 12, 2008

Last Revised:      February 14, 2018; March 2024

Last Reviewed:    February 14, 2018

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The Superintendent/President is authorized to attend conferences, meetings, and other activities that are appropriate to the functions of the District.

Members of the Board and employees are encouraged to attend educational conferences and professional meetings when such activities improve the operation of the District or the ability of a Board member or employee to perform his or her duties more effectively. Attendance at conferences will generally be limited to permanent employees and Board members. Exceptions may be granted by the appropriate Vice President.

All proposals for international travel must be submitted to the Superintendent/President in advance of the planned activity. The Superintendent/President will review each proposal and determine approval for international student recruitment activities; all other requests for international travel will be presented to the Board for approval based on the recommendation of the Superintendent/President.

The Superintendent/President or designee shall establish procedures regarding the attendance of employees at conferences, meetings, or activities. The procedures shall include authorized expenses, advance of funds, and reimbursement.

See Administrative Procedure 7400

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

**April 17, 2024**

<b>Subject:</b>	Review of Administrative Procedure 2745: Board Self-Evaluation
<b>Category:</b>	Administration
<b>Submitted By:</b>	Superintendent/President Virginia L. Guleff
<b>Attachment:</b>	Yes
<b>Type:</b>	Information
<b>Agenda Section:</b>	Regular

**Background**

The Board of Trustees is committed to assessing its performance as a Board in order to identify its strengths and areas in which it may improve its functioning. Each year, the Board will review the self-evaluation instrument and process. The instrument will incorporate criteria contained in board policy regarding board operations and board effectiveness.

**Status**

The Board Self-Evaluation Committee suggested revisions to Administrative Procedure, the instrument used for Board Self-Evaluation. Any further suggestions for change will be incorporated into the final version which will be presented for approval at the May 15, 2024, Board meeting.



**Butte-Glenn Community College District**

**ADMINISTRATIVE PROCEDURE**

AP 2745 Board Self Evaluation

Last Revised: March 15, 2018, April 2021, March 2024

Last Reviewed: March 15, 2018

Board Member Name \_\_\_\_\_

Date \_\_\_\_\_

**Scoring:** Completely Agree: 5 Somewhat agree: 4 Not Sure: 3 Somewhat Disagree: 2 Completely Disagree: 1

**Standard I.** The institution has a clearly defined mission that reflects its character, values, organizational structure, and unique student population. The mission outlines the institution's explicit commitment to equitable student achievement and serves as a guiding principle for institutional planning, action, evaluation, improvement and innovation.

**Scoring:** Completely Agree: 5 Somewhat agree: 4 Not Sure: 3 Somewhat Disagree: 2 Completely Disagree: 1

- 1. I understand the role, mission, and vision of Butte College. Score \_\_\_\_\_
- 2. The Board understands and supports the mission and vision of Butte College. Score \_\_\_\_\_
- 3. The Board is aware of the equity gaps that exist among student populations. Score \_\_\_\_\_

Comments:

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**Standard I: 1.2** The institution establishes meaningful and ambitious goals for institutional improvement, innovation and equitable student outcomes.

**Scoring:** Completely Agree: 5 Somewhat agree: 4 Not Sure: 3 Somewhat Disagree: 2 Completely Disagree: 1

- 3-4. I have contributed to and understand the institutional goals. Score \_\_\_\_\_
- 5. The Board regularly sets goals that focus on institutional improvement, innovation and equitable student outcomes Score \_\_\_\_\_
- 4-6. The Board regularly reviews student achievement data including data for underrepresented students. Score \_\_\_\_\_

Comments:

**Standard I: 1.3** The institution holds itself accountable for achieving its mission and goals and regularly reviews relevant, meaningfully disaggregated data to evaluate its progress and inform plans for continued improvement and innovation (ER 3, ER 11)

**Scoring:** Completely Agree: 5 Somewhat agree: 4 Not Sure: 3 Somewhat Disagree: 2 Completely Disagree: 1

- 6Z. I am familiar with relevant Butte College data and use it to inform decision-making. Score \_\_\_\_\_

78. The Board regularly reviews disaggregated college data and uses it to inform decision-making. Score \_\_\_\_\_

Comments:

**Standard 4: 4.4.** Acting through policy, the governing board takes responsibility for the overall quality and stability of the institution, and regularly monitors progress towards its goals and fiscal health (ER 7)

**Scoring:** Completely Agree: 5 Somewhat agree: 4 Not Sure: 3 Somewhat Disagree: 2 Completely Disagree: 1

89. I am familiar with the Board Policies related to the role and responsibilities of the Board of Trustees Score \_\_\_\_\_

910. I support the Board Policies related to the mission, financial management, and stability of the District. Score \_\_\_\_\_

Comments:

**Standard 4: 4.5** The governing board selects and evaluates the institution’s chief executive officer (CEO). The governing board gives the CEO full authority to implement board policies and ensure effective operations and fulfillment of the institutional mission.

**Scoring:** Completely Agree: 5 Somewhat agree: 4 Not Sure: 3 Somewhat Disagree: 2 Completely Disagree: 1

11. I understand and support the Board’s policy regarding the recruitment, selection, and the evaluation of the President/Superintendent. Score \_\_\_\_\_

12. The Board’s policy regarding the selection and evaluation of the President/Superintendent fair and equitable. Score \_\_\_\_\_

13. My input concerning the President/Superintendent’s performance considered by the full Board. Score \_\_\_\_\_

14. The Board delegates responsibility and authority to the Superintendent/President to implement its policies Without interference and holds the Superintendent/President accountable for the operations of the District. Score \_\_\_\_\_

Comments:

**Standard 4: 4.6.** The governing board functions effectively as a collective entity to promote the institution’s values and mission and fulfill its fiduciary responsibilities. The governing board demonstrates an ability to self-govern in adherence to its bylaws and expectations for best practices in board governance. (ER7)

**Scoring:** Completely Agree: 5 Somewhat agree: 4 Not Sure: 3 Somewhat Disagree: 2 Completely Disagree: 1

154. I accept the authority of the majority of the Board and support the decision even when I do not agree with the decision. Score \_\_\_\_\_

165. My opinions and input are respected as are the opinions and input from all other Trustees. Score \_\_\_\_\_

176. I represent the entire College district and make decisions based upon the good for all our citizens. Score \_\_\_\_\_

187. I understand how the District’s budget supports the mission of the College and student success. Score \_\_\_\_\_

Comments:

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**Strategic Plan:** The Board supports the strategic direction “First Contact. First Choice. Best Choice.”

**Scoring:** Completely Agree: 5    Somewhat agree: 4    Not Sure: 3    Somewhat Disagree: 2    Completely Disagree: 1

19. I have received sufficient information about the strategic ~~direction~~ plan.

Score \_\_\_\_\_

~~19.~~

~~Score \_\_\_\_\_~~

20. The Board acts as a whole to develop and support the college’s strategic direction.

Score \_\_\_\_\_

Comments:

**Strategic Direction:** The Board supports the Strategic Initiatives of the Strategic Plan.

**Scoring:** Completely Agree: 5    Somewhat agree: 4    Not Sure: 3    Somewhat Disagree: 2    Completely Disagree: 1

21. I have received sufficient information about the strategic initiatives.

Score \_\_\_\_\_

22. The Board acts as a whole to support the strategic initiatives through board policy and board action.

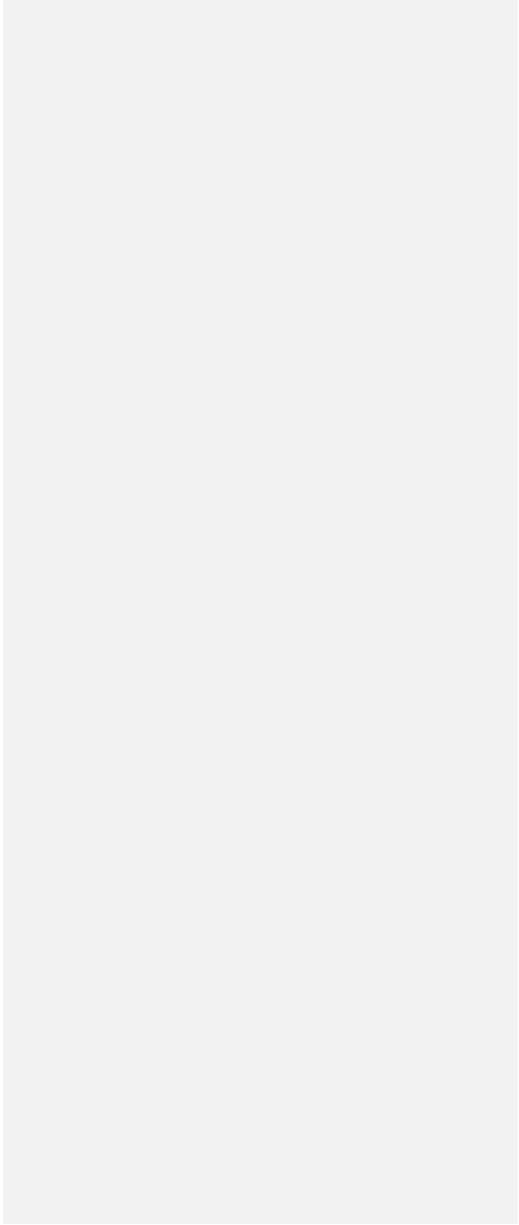
Score \_\_\_\_\_

Comments:

**Listed below are the current Board Goals, adopted in 2022-2023. On a scale of 1 to 5, with 5 being best, please indicate the degree to which the goal was achieved:**

Goal	Ranking	Comments
1. Develop a strategic enrollment plan that supports an optimal and realistic size for Butte College while maximizing funding and serving the entire district.		
2. Improve organizational and operational efficiency in all areas to strengthen institutional processes, using the elements of continuous quality improvement.		
3. Strengthen institutional data collection, interpretation, reporting, availability, and analysis to improve organizational understanding and processes.		
4. Increase community connections, partnerships, outreach, and the Foundation.		

5. Support leadership in developing and advancing innovation.		
6. Increase understanding of, appreciation for, emphasis in, and action on DEIA2.		
7. Solidify a mutual approach for communication with Superintendent/President and encourage Board members to contribute their strengths, insights, and support.		
8. Provide support for the new Superintendent/President in her professional development endeavors and encourage her to build a strong network with other community college presidents in the region and throughout the state.		



What practices or changes should the Board adopt to improve its performance?

What spotlight reports would you like to see in the coming year?

Suggested Board Goals for next year:

Additional comments:

