



**BOARD OF TRUSTEES
Notice of Regular Meeting**

Wednesday, October 8, 2025 | 1:00 p.m.
District Board Room
Student and Administrative Services Building
[Non-interactive Zoom Link](#)

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

AGENDA

Call to Order

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

Pledge of Allegiance to the Flag

Page

- 1. Agenda Approval**
- 2. Introduction of New Faculty**
- 3. Measure J**

- 3.1 [2024-2025 Measure J Citizens' Bond Oversight Committee Annual Report](#)
- [2024-2025 Annual Bond Report - Measure J](#)

7 - 10

4. Communications from the Public - Consent Agenda

This time is set aside for comments on the Consent Agenda. The Board may undertake discussion only to provide clarification to the public or schedule a matter for a future meeting. In accordance with BP 2350 Speakers, each speaker will be allowed a maximum of five (5) minutes per topic, thirty (30) minutes maximum for public speakers on any one subject, regardless of the number of speakers.

5. 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.

5.1	Approval of Minutes 	11 - 17
5.2	Approval of Warrants 	18
5.3	Ratification of Contracts  Contracts Ratification Report 	19 - 23
5.4	Approval of Out-of-State Student Travel – Columbus, Ohio – Dawn Blackhorse & MESA students 	24
5.5	Approval of Out-of-State Student Travel – Philadelphia, PA – Pablo Suarez and MESA Students 	25
5.6	Approval for Faculty International Travel – Tom Grothe to Auckland, New Zealand 	26
5.7	Approval of International Travel – Dr. Amanda Runyan to San Juan, Puerto Rico 	27
5.8	Approval and/or Ratification of Personnel Actions  Management <i>Out-of-Class assignments and reclassification</i> Academic Employees <i>Unpaid leave, at-will employments, and temporary employments</i> Classified Employees <i>Employments, temporary increases, and reinstatement</i> Temporary Employees <i>Short-term/seasonal, professional experts, and volunteers</i>	28 - 35

6. Reports

6.1	Academic Senate President's Report
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- 6.2 Classified Senate President's Report
- 6.3 Student Senate President's Report
- 6.4 Student Trustee Comments
- 6.5 Superintendent/President's Report
- 6.6 Board Comments



7. **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.

8. **Contracts**

- 8.1 [Approval of Contracts](#) 
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- 8.2 [Approval of Contract to Purchase Information Technology Goods from Dell Technologies Inc., utilizing California Participation Addendum Number 7-23-70-55-01](#)  38 - 39
- 8.3 [Approval of Contract to Purchase Information Technology Goods and Services from Rainforest QA, Inc., utilizing California Multiple Award Schedule Number 3-18-70-3509A](#)  40 - 41
- 8.4 [Approval of Contract to Purchase Desktop Computers from Apple Inc. utilizing Downey Unified School District Apple Direct Customer Agreement Number 1695400](#)  42 - 43
- 8.5 [Approval of Resolution No. 832: Approval of Contract with the California Department of Education for California State Preschool Program 2026-27](#) 
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9. **Finance**

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	2026-2027 Board Budget Criteria 	

10. Student Services

10.1	Review of the 2025-2028 Student Equity Plan 	50
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11. Administration

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	2025-2026 Board Strategic Focus 	

11.2	Adoption of Board Policies 	53 - 70
	BP 1100 The Butte-Glenn Community College District 	
	BP 1200 District Mission Statement 	
	BP 2010 Board Membership 	
	BP 2015 Student Board Member 	
	BP 2100 Board Elections 	
	BP 2105 Election of Student Board Member 	
	BP 2110 Vacancies on the Board 	
	BP 2200 Board Duties and Responsibilities 	
	BP 2210 Officers 	
	BP2220 Committees of the Board 	
	BP 2305 Annual Organizational Meeting 	
	BP 2310 Regular Meetings of the Board 	
	BP 2315 Closed Sessions 	

12. Future Dates

11/12/2025	Regular Meeting	Main Campus	1:00 p.m.
12/10/2025	Regular Meeting	Main Campus	1:00 p.m.
1/28/2026	Board Retreat	Main Campus	9:00 a.m.
1/28/2026	Regular Meeting	Main Campus	3:00 p.m.

13. 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 54956.9

- 13.1 CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Claimant: Martin, et al. vs. CCC, et al.
Agency: Butte-Glenn Community College District
Counsel: Jason Sherman

Pursuant to Government Code Section 54956.9

- 13.2 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
Significant Exposure to Litigation Pursuant to Paragraph (1) or (2) of Subdivision (d) of Section 54956.9
1 potential case

Pursuant to Government Code Section 54957:

- 13.3 EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/COMPLAINT

Pursuant to Government Code Section 54957.6:

- 13.4 CONFERENCE WITH LABOR NEGOTIATOR
Name of Agency Negotiator: Jessica Snelling, Thomas Gauthier
Name of Organization Representing Employees: CSEA

Pursuant to Government Code Section 54956.95:

- 13.5 LIABILITY CLAIM – Update on claim against the District
Claimant: Makenna Smith
Agency: Butte-Glenn Community College District

14. Adjournment

- 14.1 Adjourn Meeting

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

Persons requiring disability accommodation, please notify this office 48 hours prior to the scheduled meeting. Meetings are held in wheelchair accessible locations. Any public records distributed to the Board of Trustees less than 72 hours in advance of the meeting, and relating to an open session item, are available for public inspection at the Office of the President during normal business hours.

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

October 8, 2025

Subject:	2024-2025 Measure J Citizens' Bond Oversight Committee Annual Report
Category:	Administrative Services
Submitted By:	Jessica Snelling, Vice President
Attachment:	Yes
Type:	Information
Agenda Section:	Regular

Background

In November 2016, the voters of the Butte-Glenn Community College District approved the Measure J – a \$190 million general obligation bond measure under the provision of Proposition 39 to fund facilities construction and improvements.

- On April 6, 2017, the District issued its first series of bonds designated as "Series A Bonds" in the aggregate principal amount of \$42,000,000.
- On July 11, 2019, the District issued its bonds designated as "Series B Bonds" in the aggregate principal amount of \$49,500,000.
- On June 16, 2022, the District issued its bonds designated as "Series C Bonds" in the aggregate principal amount of \$50,000,000.
- On September 10, 2025, the District issued its final series of bonds designated as "Series D Bonds" in the aggregate principal amount of \$48,500,000.

This annual report is presented by the Butte Glenn Community College Citizens' Bond Oversight Committee (CBOC) in fulfillment of the requirements of Proposition 39 and California Education Code §15280. The purpose of the Committee is to inform the public concerning the expenditure of bond revenues and to ensure that these funds are spent in accordance with the voter-approved ballot measure.

Status

1. Actively review and report on the proper expenditure of taxpayer money for school/college construction.
2. Inform the public of the district's expenditure of bond revenues.

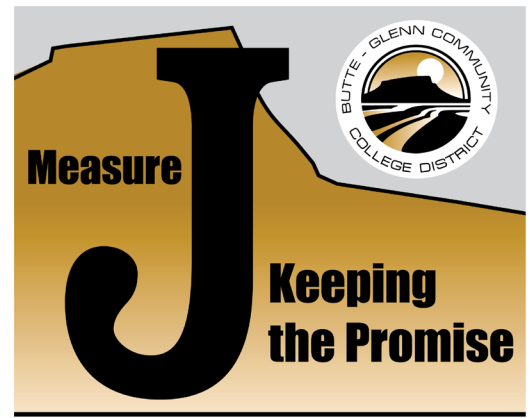
3. Issue at least one annual written report to the public.

Committee Membership

Member Name	Role / Category	Term Expiration
Stan Thompson	College Advisory Council or Foundation Representative	October 2026
Fred Sherman	Senior Citizens' Organization	June 2026
Sara Houston	Bona Fide Taxpayers Association	October 2026
Richard Price	Business Community Representative	June 2026
Bob Kratochvil	Member At Large	March 2027
Ian MacMillan	Member At Large	June 2027
Colleen Cecil	Business Community Representative/Business Organization	March 2027
Joseph Sharpe	Member At Large	September 2025

2024-2025 CITIZENS' BOND OVERSIGHT COMMITTEE

Annual Report to the Board of Trustees
October 8, 2025



Overview

It is the charge of the Measure J Citizens' Bond Oversight Committee to monitor the expenditures of the Measure J General Obligation Bonds funds and report to the public on the Butte-Glenn Community College District's compliance with Proposition 39. It is the Committee's role to:

1. Receive and review the annual independent performance and financial audits.
2. Review the Bond expenditures to ensure that Bond proceeds are spent on qualified projects.
3. Inspect college facilities and grounds where Bond proceeds are being spent.
4. Review District's efforts to cost effectively implement the program.
5. Participate in the preparation of an annual report to the Board of Trustees.



SUMMARY OF THE CITIZENS' BOND OVERSIGHT COMMITTEE 2024-2025 PROCEEDINGS AND ACTIVITIES

February 19, 2025

Construction Projects Update

Science Building Completion: Modern Building/Clark & Sullivan Construction continues to make progress to meet project timelines while minimizing disruption to campus operations. The building is planned to open Fall 2025.

Information Technology: Moved and centralized into the remodeled AHPS building, improving efficiency and service delivery.

Agricultural and Natural Resources Remodel: Planning, design, and bidding continue. Construction to begin in September 2025. Completion is scheduled for December 2026.

Series D Funding: The District plans to issue the next phase of funds to support the remodel of the Physical Science Building for the Agriculture and Natural Resources program, relocation of student services programs, removal of outdated Swing Space facilities and perform both IT and infrastructure upgrades.

Science Building Grand Opening

On August 15, 2025, Butte College celebrated the grand opening of its new Science Building. The event marked a significant milestone in the District's ongoing commitment to expanding educational opportunities and supporting student success in the sciences. The state-of-the-art facility features modern classrooms, advanced laboratories, and collaborative learning space designed to enhance instruction in Life and Physical Sciences. Faculty, staff, students, and community members attended the ribbon-cutting ceremony, which highlighted the building's role in preparing students for careers in science, technology, engineering, and related fields.

The new Science Building not only reflects the District's dedication to academic excellence but also demonstrates the successful implementation of Measure J bond program. With its completion, Butte College now has a premier facility that will serve current and future generations of students while supporting the region's workforce and economic development.

Series C Financial Update:

- Science - \$42.4M

- Agriculture/Natural Resources Remodel Planning - \$8.8M
- IST Upgrades - \$600K
- Facilities Infrastructure - \$2.2M

2023-2024 Annual Audit

Vice President Jessica Snelling provided a review of the 2023-2024 Annual Audit and Performance Reports. These are required for Proposition 39 general obligation bond to ensure that the revenue is expended only on the projects presented to the voters in the bond language. Based on the independent audit, the District is in compliance.

Citizens' Bond Oversight Committee Annual Report to the Board of Trustees

The Committee reviewed the Annual Report to the Board of Trustees and approved the draft report to be presented to the Board of Trustees at the October 8, 2025 meeting.

2025-2026 Meeting Dates

The Committee set the following dates:

- January 15, 2026
- June 11, 2026

Statement of Compliance

This report is submitted to the Board of Trustees annually. As part of the report the Citizens' Bond Oversight Committee certifies compliance with the following provisions:

The Committee advises that, to the best of its knowledge, the Butte-Glenn Community College District is in compliance with the requirements in Article XIII A, Section 1(b)(3) of the California Constitution. In particular, bond revenue has been expended only for the purposes so described in Measure J and no funds were used for any teacher or administrative salaries or other operating expenses as prohibited by Article XIII A, Section 1(b)(3)(a) of the California Constitution.

Respectfully Submitted:

Measure J Citizens' Bond Oversight Committee Members

Mr. Stan Thompson, Chair
 Mr. Fred Sherman, Vice Chair
 Ms. Colleen Cecil
 Ms. Sarah Houston
 Mr. Bob Kratochvil
 Mr. Ian Macmillan
 Mr. Richard Price
 Mr. Joseph Sharpe



MINUTES OF REGULAR MEETING

September 10, 2025 | 1:00 p.m.

District Board Room
Student and Administrative Services Building

The Board of Trustees of the Butte-Glenn Community College District met on Wednesday, September 10, 2025, at 1:00 p.m., in the District Board Room at Butte College in Oroville, California.

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

Board Members Absent None

Staff Members Present Ms. Virginia L. Guleff, Superintendent/President
Mr. Erik Shearer, Assistant Superintendent/Vice President
Ms. Imelda Simos-Valdez, Vice President
Ms. Jessica Snelling, Vice President
Ms. Denise Adams, Interim Vice President
Ms. Irma Gonzalez Cuadros, Academic Senate President
Mr. Alan Burwell, Classified Senate President
Ms. Melissa Cafferata-Ainsworth, Executive Assistant to the President & Board of Trustees

Guests None

Pledge of Allegiance

Trustee Krepelka led the Pledge of Allegiance.

1. Agenda Approval

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

Motion carried by the following roll call vote:

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

Nos: None

Abstentions: None

Absent: None

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 Nock, seconded by Board Vice President Blacklock, to approve the consent agenda.

Motion carried by the following roll call vote:

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

Nos: None

Abstentions: None

Absent: None

4. **Reports**

Academic Senate President's Report –Irma Gonzalez Cuadros

Academic Senate President Gonzalez Cuadros reported that at its September 3 meeting the Academic Senate approved a number of committee appointments as well as a motion that will allow the Academic Senate Executive Team to appoint membership for various committee vacancies. She reported that the Academic Senate also started the process to revise its bylaws. Academic Senate President Gonzalez Cuadros concluded by reporting that the Senate hosted Monica Brown, director of student equity and achievement, to provide background and information on the draft 2025–28 Butte College Student Equity Plan. The Academic Senate is now will gather constituent feedback on the plan.

Classified Senate President's Report – Alan Burwell

Classified Senate President Burwell reported that this semester's Ask Me Booths were a success and thanked everyone who volunteered to participate. He reported that at the last Senate meeting, Monica Brown presented the Student Equity Plan, which is now with constituents for review. He reported that Classified Senate voted to livestream meetings and to create a taskforce to investigate the feasibility to adding remote access opportunities at Butte College's satellite locations that are compliant with the Brown Act. Classified Senate President Burwell concluded by reporting that the Senate's BC Pride Artwork is on display outside of the student life office.

Student Senate President's Report – Guadalupe Ocampo

Student Senate President Ocampo reported that Welcome Week served more than 450 students and provided more than 200 welcome kits. She reported that Student Senate created a taskforce to review its governing documents and appointed Jared Smith the chair of the Student Success and Integration Subcommittee. She concluded her report by noting that Monica Brown also presented the Student Equity Plan to Student Senate.

Student Trustee Comments – Jared Smith

Student Trustee Jared Smith expressed concern about an email to the Board of Trustees that he did not initially receive but was forward to him later and about not being recognized at Convocation. He also expressed concern about leadership issues and turnover in the human resources department that affect staff morale. He concluded that these issues concern him because they violate the strategic plan and its call for accountability.

Vice President's Report – Jessica Snelling

Vice President Snelling reported that Butte College's final 2025-2026 is complete and will be presented to the Board of Trustees for adoption today. It contains no significant changes to the operating budget within unrestricted general fund, while the restricted general fund has been

updated to reflect carryover and any new funding for the year. There may be some updates to the overall 2025 actual data once the fiscal year 2025 is closed.

Vice President Snelling reported that the college hosted a groundbreaking ceremony for the Chico Center expansion project on September 2. The project consists of two new facilities, totaling nearly 24,000 square feet with a total cost of \$27.2 million. The new cosmetology and barbering facility and science lab will expand opportunities for students in state-of-the-art buildings.

Vice President Snelling reported that the District priced the fourth and final series of bonds from the 2016 Measure J authorization. The par amount of the bonds was \$48.5 million. With a strong demand for bonds, significantly lower interest rate, and final maturity reduced to 24 years, the District obtained nearly \$15 million in lower interest expense for District taxpayers compared to the good faith estimates. She concluded that the District received confirmation that the Series D bonds were issued and received the proceeds this morning.

Superintendent/President's Report – Virginia Guleff

Superintendent/President Guleff welcomed Student Senate President Lupe Ocampo.

Superintendent/President Guleff reported that the Community College League of California invited her to serve on the Advisory Committee on Legislation, where she'll join Board President McGinnis and Linda Zorn, Executive Director of Economic and Workforce Development. She noted that she also met with the local representative of Assemblymember Gallagher's office to discuss the minimum wage order, which impacts associate faculty.

Superintendent/President Guleff reported on several developments at Butte College. The Butte College Leadership Development Institute (BCLDI) held its first meeting of the year with 16 participants who will meet once a month this academic year. She reported that Denise Adams has been appointed as interim vice president for human resources, training, and employee development. Superintendent/President Guleff reported that student William Her participated in NASA's Aerospace Scholars Program, where he undertook three missions.

Finally, Superintendent/President Guleff reported that enrollment continues to show growth. On census day, it was up 9.5% compared to last year. Notably, there has been a 32% increase in noncredit enrollment and only six credit sections have been canceled.

Board Comments

Board Clerk Nock reported that the Board Finance and Audit Committee met last month. He thanked Vice President Snelling for a very well managed bond issuance, adding that he's very excited about the work being done to update financial controls which will improve efficiency and transparency. Board Vice President Blacklock reported that California Vocations is a program that helps adults with disabilities find work. They recently visited dining services at Butte College and received a warm welcome, which he appreciated. He added that he recently read about the failure of K-12 grades to keep up with science portion of STEM for a variety of reasons, and is glad that Butte College has new science lab space for students. Trustee Boeger reported that he's pleased with the last bond issuance. Trustee Krepelka indicated that the vice president for administrative services is making long needed changes to the college's financial practices. He recognized that even good change can be painful. Board President McGinnis encouraged everyone to participate in Butte College's Homecoming. He suggested that dual enrollment also offers an opportunity for improvement in science education. Board President McGinnis concluded by reporting that he plans to ask the Board Policy Review Committee to consider policies for trustee emeritus status and trustee compensation.

5. **Communications from the Public**

Faculty Member Christina Dahl spoke on behalf of the Butte College Puente Program about the cancelation of an event. Student Valerie Moser spoke about Butte College's bus service and requested expansion of services.

6. **Contracts**

Approval of Contracts, Item 6.1

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

Motion carried by the following roll call vote:

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

Nos: None

Abstentions: None

Absent: None

Approval of Contract to Purchase Information Technology Consulting Services from Higher Digital Inc. utilizing Foundation for California Community Colleges Contract Number 00008221, Item 6.2

It was moved by Board Vice President Blacklock, seconded by Board Clerk Nock, to approve the contract to purchase information technology consulting services from Higher Digital Inc. utilizing Foundation for California Community Colleges Contract Number 00008221 in accordance with Board Policy 6340.

Student Trustee Smith questioned the cost of the contract relative to its outcomes and how it might offset staff work in light of declining morale and high turnover. Superintendent/President Guleff explained that this is a contract for the California Community Colleges Tech Center, which serves the entire system. As such, it is not an outsourcing of work that the college would undertake. The consulting services are for a Chancellor's Office initiative to advance CCC Apply, which supports all 116 colleges.

Motion carried by the following roll call vote:

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

Nos: None

Abstentions: Trustee Smith (advisory vote)

Absent: None

7. **Finance**

Public Hearing and Adoption of 2025-2026 Final Budget, Item 7.1

Board President McGinnis opened the public hearing for the 2025-2026 Final Budget; hearing no comment, Board President McGinnis closed the public hearing.

It was moved by Trustee Boeger, seconded by Trustee Dahlmeier, to adopt the 2025-2026 Final Budget.

Motion carried by the following roll call vote:

Ayes: Trustees McGinnis, Blacklock, Nock, Boeger, Dahlmeier, Krepelka, Massa, and Smith (advisory vote)
Nos: None
Abstentions: None
Absent: None

Donation of District Personal Property: Miscellaneous Electronic Equipment, Item 7.2

It was moved by Trustee Krepelka, seconded by Student Trustee Smith, to approve the donation of district personal property in the form of miscellaneous electronic equipment in accordance with Board Policy 6550.

Motion carried by the following roll call vote:

Ayes: Trustees McGinnis, Blacklock, Nock, Boeger, Dahlmeier, Krepelka, Massa, and Smith (advisory vote)
Nos: None
Abstentions: None
Absent: None

8. Instruction

Open for Public Comment and Approval: College and Career Access Pathways (CCAP) Partnership Agreement and Appendix which identify 2025-26 dual enrollment course details for Anderson Union High School and West Valley Early College, Item 8.1

Board President McGinnis opened the public hearing on College and Career Access Pathways (CCAP) Partnership Agreement and Appendix which identify 2025-26 dual enrollment course details for Anderson Union High School and West Valley Early College. Hearing no public comment, Board President McGinnis closed the public hearing.

It was moved by Board Vice President Blacklock, seconded by Trustee Massa, to approve College and Career Access Pathways (CCAP) Partnership Agreement and Appendix which identify 2025-26 dual enrollment course details for Anderson Union High School and West Valley Early College.

Motion carried by the following roll call vote:

Ayes: Trustees McGinnis, Blacklock, Nock, Boeger, Dahlmeier, Krepelka, Massa, and Smith (advisory vote)
Nos: None
Abstentions: None
Absent: None

Open for Public Comment and Approval: REVISED College and Career Access Pathways (CCAP) Partnership Appendices which identify 2025-26 dual enrollment course details for Butte County Community School, Come Back Butte Charter, Hearthstone School, Table Mountain School, Biggs High, Chico High, CORE Butte Charter, Durham High, Elk Creek Jr Sr High, Fairview High, William Finch Charter, Gridley High, Hamilton High, Inspire School of Arts, Las Plumas High, Long Valley Charter, Oak Bridge High, Oakdale School, Orland High, Oroville High, Paradise High, Pleasant Valley High, and Willows High, Item 8.2

Board President McGinnis opened the public hearing on Revised College and Career Access Pathways (CCAP) Partnership Appendices which identify 2025-26 dual enrollment course details for Butte County Community School, Come Back Butte Charter, Hearthstone School, Table Mountain School, Biggs High, Chico High, CORE Butte Charter, Durham High, Elk Creek Jr Sr High, Fairview High, William Finch Charter, Gridley High, Hamilton High, Inspire School of Arts, Las Plumas High, Long Valley Charter, Oak Bridge High, Oakdale School, Orland High, Oroville High, Paradise High,

Pleasant Valley High, and Willows High. Hearing no public comment, Board President McGinnis closed the public hearing.

It was moved by Board Clerk Nock, seconded by Trustee Massa, to approve Revised College and Career Access Pathways (CCAP) Partnership Appendices which identify 2025-26 dual enrollment course details for Butte County Community School, Come Back Butte Charter, Hearthstone School, Table Mountain School, Biggs High, Chico High, CORE Butte Charter, Durham High, Elk Creek Jr Sr High, Fairview High, William Finch Charter, Gridley High, Hamilton High, Inspire School of Arts, Las Plumas High, Long Valley Charter, Oak Bridge High, Oakdale School, Orland High, Oroville High, Paradise High, Pleasant Valley High, and Willows High.

Motion carried by the following roll call vote:

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

Nos: None

Abstentions: None

Absent: None

9. Human Resources

Approval of Employment Contract for Superintendent/President, Item 9.1

Board President McGinnis indicated that the superintendent/president's salary information published in the board packet is incorrect. The salary will be \$329,939.86 with an automobile allowance of \$7,218.36. Board President McGinnis provided an oral summary of the contract terms and compensation.

Student Trustee Smith expressed concern that the severance protections in the contract present a liability to the college and its students. He also questioned the additional expenses above salary and whether the same benefits are offered to other employees. Board President McGinnis explained that the superintendent/president does not have the same employment protections as other employees.

It was moved by Board Vice President Blacklock, seconded by Board Clerk Nock, to approve the employment contract for the superintendent/president.

Motion carried by the following roll call vote:

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

Nos: None

Abstentions: Trustee Smith (advisory vote)

Absent: None

10. Administration

Proposed Revisions and Review of Board Policies, Item 10.1

Board President McGinnis indicated that the Board Policy Review Committee regularly reviews board policies and recommends revisions to the Board of Trustees. Board Policy Review Committee Chair Blacklock reported that the committee met in August, joined by the executive director of institutional effectiveness. He noted that these policies will come before the Board of Trustees for adoption at their October 8 meeting.

11. Closed Session

The Board met in closed session regarding agenda item 12.1 under authority of Government Code Section 54957. Employee #3474390 was given written notice of their right to have the hearing on complaints/charges in open session rather than closed session at least 24 hours before the closed session. Employee #3474390 requested this matter be held in open session. The Board returned to open session briefly for this item at the request of Employee #3474390. However, Employee #3474390 was not present nor was a legal representative present on their behalf. After providing Employee #3474390 with an opportunity to be heard in open session, the Board of Trustees resumed closed session. After closed session, Board President McGinnis reported the Board voted unanimously to authorize staff to take action towards placement of a police officer on unpaid suspension.

12. Adjournment

Board President McGinnis adjourned the meeting at 3:17 p.m.

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

October 8, 2025

Subject:	Approval of Warrants
Category:	Finance
Submitted By:	Jessica Snelling, Vice President
Attachment:	No
Type:	Action
Agenda Section:	Consent

It is recommended that the Board of Trustees approve the vendor, payroll, and financial aid warrants for the period of September 1, 2025 to September 29, 2025.

Type of Warrant	Quantity of Checks	Total
Vendor	925	\$15,746,699
Payroll	87	\$703,229
Financial Aid	3,538	\$6,451,357

Warrant registers are available for review in the Business Office.

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

October 8, 2025

Subject:	Ratification of Contracts
Category:	Contracts
Submitted By:	Jessica Snelling, Vice President
Attachment:	Yes
Type:	Action
Agenda Section:	Consent

Background

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

Status

The attached Contracts Ratification Report represents contracts entered into on behalf of the District during the month of August – September 2025. The Superintendent/President or Vice President for Administrative Services has executed the necessary documents.

Recommendation

It is recommended that the Board of Trustees ratify the contracts presented on the attached Contracts Ratification Report.

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

Contracts Signed by the Superintendent/President or Vice President for Administrative Services

August 16 - September 19, 2025

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
9/13/25	9/13/25	Eclectic Sounds DJ's	DJ Services for Homecoming Event	(\$500.00)	Unrestricted General	President's Office	Guleff
9/13/25	9/13/25	Hector Enriquez	Photobooth Services for Homecoming Event	(\$900.00)	Unrestricted General	President's Office	Guleff
8/1/25	11/15/25	Kindred I. Murillo	Consulting Services for Human Resources	(\$38,800.00)	Unrestricted General	President's Office	Guleff
10/1/25	9/30/26	Meltwater News Us, Inc.	Media and Social Media Monitoring Platform Subscription	(\$12,650.00)	Unrestricted General	President's Office	Guleff
2/1/26	3/6/26	SDR Consultants, LLC	Butte College Leadership Development Institute Training Session	(\$6,300.00)	Unrestricted General	President's Office	Guleff
8/25/25	10/2/25	Dennis Wickes	Flesh, Form, and Algorithms: A Retrospective and Contemporary Works Art Exhibit	\$0.00	N/A	Arts	Shearer
8/29/25	12/30/25	Enloe Medical Center	Standby Ambulance Service for Football Games	(\$5,000.00)	Unrestricted General	Athletics	Shearer
9/1/25	8/31/26	Certus Holdco, Inc.	Automotive Service Bundle Software and Automotive Lift Institute - Lifting It Right Bundle Software - School Credential Editions	(\$674.00)	Unrestricted General	Automotive Technology	Shearer
8/11/25	8/15/25	Henderson Undercar Service, LLC	Printer Purchase and Installation for Tire Balancer Equipment	(\$536.74)	Unrestricted General	Automotive Technology	Shearer
7/1/25	6/30/26	American Chemical Society dba ACS Institute	Lab Safety Training for Instructors and Student Assistants	(\$1,250.00)	Unrestricted General	Chemistry	Shearer
10/2/25	10/2/25	Alliance for Workforce Development, Inc.	Employee Training	\$2,175.00	Restricted General	Contract Education	Shearer
8/28/25	5/29/26	Davey Tree Surgery Company	California Resilient Careers in Forestry Project Amendment to Fees (Decrease), Scope of Work, and Authorized Representatives	\$105,900.00	Restricted General	Contract Education	Shearer
8/21/25	6/30/26	DPMG Group	Training Delivery Services Amendment to Scope of Services	\$0.00	Restricted General	Contract Education	Shearer
8/13/25	6/30/26	Leadership & Training Concierge	Training Delivery Services Amendment to Fees and Scope of Services	(\$10,200.00)	Restricted General	Contract Education	Shearer
8/13/25	5/29/26	Your OSHA Trainer, Inc.	California Resilient Careers in Forestry Project Amendment to Fees and Authorized Representatives	(\$39,000.00)	Restricted General	Contract Education	Shearer
7/1/25	6/30/26	Glenn County Health & Human Services Agency	Foster and Kinship Care Education Program Collaboration	\$0.00	N/A	Foster Kinship Education Program	Shearer
9/8/25	6/30/26	Miranda Johnson	Curriculum Development and Trainings for Resource Family Applicants Amendment to Fees	\$0.00	Restricted General	Foster/Kinship Care Education Program	Shearer
8/18/25	6/25/25	Diego Navarro dba KyJay, LLC	Light to Inspire Trainings Amendment to Term	\$0.00	N/A	Guided Pathways	Shearer
10/11/25	10/11/25	Angels Party Jumpers	Dunk Tank for Harvest Festival	(\$394.00)	Foundation Agency Account	Industrial Tech Programs	Shearer
9/11/25	Upon Payment	Creation Engine, Inc.	SketchUp 2025 M/W Network Lab	(\$750.00)	Unrestricted General	Industrial Tech Programs	Shearer
Upon Download	One Year	Trimble, Inc.	SketchUp 2025 M/W Network Lab License	\$0.00	Unrestricted General	Industrial Tech Programs	Shearer
Upon Download	One Year	Mitchell Repair Information Company, LLC	ProDemand School Software	(\$1,231.00)	Unrestricted General	Industrial Tech Programs	Shearer
8/4/25	12/19/25	Palermo Union School District	Facilities Use Agreement Helen Wilcox Elementary School to Conduct ESL Courses	\$0.00	N/A	English	Shearer
9/9/25	9/8/28	Paul Component Engineering	Field Experience for Advanced Manufacturing Program	\$0.00	N/A	Manufacturing	Shearer
8/18/25	5/30/26	KOA Hills Consulting	Experiential Education Partnership Agreement Amendment to Term	\$0.00	N/A	MESA	Shearer
25	12/31/26	Sacramento County Office of Education	Strong Workforce Program K12 Pathway Coordinator	(\$140,000.00)	Restricted General	North Far North Regional Consortium	Shearer
25	12/31/26	Sacramento County Office of Education	Strong Workforce Program K12 Pathway Coordinator	(\$140,000.00)	Restricted General	North Far North Regional Consortium	Shearer

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

Contracts Signed by the Superintendent/President or Vice President for Administrative Services

August 16 - September 19, 2025

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
9/13/25	9/12/26	SimX, Inc.	SimX Software Subscription and Professional Services	(\$14,500.00)	Restricted General	Nursing	Shearer
9/8/25	6/30/26	Public Works Alliance	Instructional Service Agreement for Emergency Medical Service (EMS) Courses	(\$47,736.00)	Unrestricted General	Emergency Medical Technician	Shearer
9/1/25	8/31/30	California Department of Parks and Recreation	Tuition and Fees for Sponsored Students in Law Enforcement Educational Courses	\$580,000.00	Unrestricted General	Public Safety Education & Training	Shearer
9/11/25	8/31/30	California Department of Parks and Recreation	Instructional Service Agreement State Parks Law Enforcement Academy	(\$731,250.00)	Unrestricted General	Public Safety Education & Training	Shearer
7/1/25	12/31/25	State of California Department of Justice	Emergency Vehicle Operations Course Training for Law Enforcement Officers	\$12,000.00	Restricted General	Public Safety Education & Training	Shearer
7/1/25	6/30/26	State of California Commission on Peace Officer Standards & Training	Emergency Vehicle Operations Course Training for Law Enforcement Officers	\$120,000.00	Capital	Public Safety Education & Training	Shearer
9/8/25	6/30/26	Westmont Living dba The Terraces	Instructional Service Agreement for Healthy Aging and Living (HAL) Courses	(\$8,480.00)	Unrestricted General	Special Programs	Shearer
4/25/25	4/24/27	Butte County Department of Employment and Social Services	Collaboration of System of Service Delivery to Enhance Access to Services for CalWORKS Eligible Students	\$0.00	N/A	Career Center	Simos-Valdez
9/1/25	9/13/25	California TV Holdings, Inc.	Television Advertisements for Homecoming Event	(\$1,680.00)	Unrestricted General	Marketing	Simos-Valdez
9/1/25	9/13/25	MaxAir Media, LLC	Television Advertisements for Homecoming Event	(\$1,820.00)	Unrestricted General	Marketing	Simos-Valdez
8/15/25	6/30/26	North State Parent Magazine	Digital and Print Advertisements	(\$4,022.00)	Unrestricted General	Marketing	Simos-Valdez
8/23/25	8/23/25	Canute Bernard	DJ Services for Queer Constellations Dance	(\$600.00)	Restricted General	Queer Resource Center	Simos-Valdez
8/22/25	8/22/25	Aldo Rafael Cruz Vazquez	AB1645 Training for Faculty, Staff, and Students	(\$2,000.00)	Restricted General	Student Belonging & Empowerment	Simos-Valdez
9/11/25	9/11/25	Four Winds of Indian Education	Dance Group for Student Belonging and Empowerment Welcome Event	(\$1,000.00)	Restricted General	Student Belonging & Empowerment	Simos-Valdez
9/3/25	9/3/25	La Flor de Michoacan Paeteria	Food Vendor for Student Belonging and Empowerment Welcome and Info Fair Event	(\$371.45)	Restricted General	Student Belonging & Empowerment	Simos-Valdez
9/3/25	9/3/25	NikNek Lemonade	Food Vendor for Find Your Community Event	(\$1,350.00)	Restricted General	Student Belonging & Empowerment	Simos-Valdez
Upon Signature	Until Terminated	Ben Toilet Rentals, Inc.	Portable Restroom Rental	Expense based on Rentals	Various	Administrative Services	Snelling
9/9/25	12/31/25	Foster & Foster Consulting Actuaries, Inc.	Consulting Services GASB Accounting Standard 101	(\$2,500.00)	Unrestricted General	Administrative Services	Snelling
7/1/25	6/30/26	Acclaro Localization and Technology, LLC	Written Translation Services	(\$10,000.00)	Restricted General	CCC Technology Center	Snelling
9/1/25	9/1/26	AG Grid, Ltd.	Single Application Grid Developer License	(\$1,998.00)	Restricted General	CCC Technology Center	Snelling
9/3/25	12/31/25	California Community Colleges Chancellor's Office	Letter of Agreement for InCommon Federation Annual Participation Fee and InCommon Certificate Service Subscription Fee Amendment to Fees	(\$24,300.00)	Restricted General	CCC Technology Center	Snelling
9/3/25	9/2/26	California Department of Motor Vehicles	Mobile Drivers License (mDL) Test Credential Program System Access	\$0.00	N/A	CCC Technology Center	Snelling
8/31/25	8/30/26	Figma, Inc.	Organization Full, Development, and Collaboration Seats License	(\$5,280.00)	Restricted General	CCC Technology Center	Snelling
25	8/31/26	L-Soft International, Inc.	ListPlex License	(\$7,000.00)	Restricted General	CCC Technology Center	Snelling
25	6/30/26	Public Health Institute - Pacific ADA Center	Two Virtual ADA Trainings	(\$1,536.96)	Restricted General	CCC Technology Center	Snelling

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

Contracts Signed by the Superintendent/President or Vice President for Administrative Services

August 16 - September 19, 2025

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
9/15/25	Upon Payment	SHI International Corporation	Adobe Acrobat Sign Solutions for Enterprise	(\$4,760.00)	Restricted General	CCC Technology Center	Snelling
10/19/25	10/18/26	Adobe, Inc.	Adobe Acrobat Sign License	\$0.00	Restricted General	CCC Technology Center	Snelling
9/3/25	Upon Payment	SHI International Corporation	Atlassian Software	(\$22,498.66)	Restricted General	CCC Technology Center	Snelling
10/26/25	10/26/26	Atlassian Pty Ltd	Confluence, Jira, and Xray Test Management License	\$0.00	Restricted General	CCC Technology Center	Snelling
9/8/25	Upon Payment	SHI International Corporation	TechSmith Snagit/Camtasia Subscription	(\$165.96)	Restricted General	CCC Technology Center	Snelling
10/5/25	10/5/26	TechSmith Corporation	Camtasia and Snagit License	\$0.00	Restricted General	CCC Technology Center	Snelling
10/1/25	9/30/26	Spico Solutions	Splunk Administration and Implementation Services	(\$91,200.00)	Restricted General	CCC Technology Center	Snelling
9/1/25	8/31/30	PepsiCo Beverages Sales, LLC	Beverage Sales and Sponsorship Agreement Estimated Annual Revenue Annual Estimated Expense	\$60,160.00 (\$125,000.00)	Enterprise	Dining Services	Snelling
8/1/25	12/31/25	Bureau Veritas-National Elevator Inspection Services	Annual Elevator Inspections and Report	(\$2,240.00)	Unrestricted General	Facilities Planning & Management	Snelling
8/1/25	6/30/26	Higgins Pest and Weed	Annual Weed Control and Abatement Program	(\$52,277.00)	Unrestricted General	Facilities Planning & Management	Snelling
11/3/25	12/31/25	McClelland Air Conditioning, Inc.	Annual HVAC Maintenance in Server Room in Allied Health Public Service Center Building	(\$750.00)	Unrestricted General	Facilities Planning & Management	Snelling
11/10/25	12/31/25	McClelland Air Conditioning, Inc.	Annual HVAC Maintenance in Server Room in Mathematics Building	(\$670.00)	Unrestricted General	Facilities Planning & Management	Snelling
9/1/25	3/31/26	McClelland Air Conditioning, Inc.	HVAC Highwall Fan Unit Installation in KAPC 203 and 213	(\$17,041.00)	Measure J	Facilities Planning & Management	Snelling
7/3/25	12/31/26	NV5	Construction Quality Assurance, Materials Testing and Special Inspection Services for Agriculture and Natural Resources Renovation Project	(\$99,545.00)	Measure J	Facilities Planning & Management	Snelling
11/3/25	1/30/26	Voltage Specialists	Annual Fire Alarm Inspection and Testing of District Buildings	(\$45,847.00)	Unrestricted General	Facilities Planning & Management	Snelling
8/1/25	6/30/26	Voltage Specialists	Quarterly and Annual Fire Sprinkler Inspection and Testing of District Buildings	(\$27,990.00)	Unrestricted General	Facilities Planning & Management	Snelling
8/26/25	8/25/28	ComputerLand of Silicon Valley	Adobe Software	(\$184,237.11)	Unrestricted General	Information Technology	Snelling
8/26/25	8/25/28	Foundation for California Community Colleges and Adobe Inc.	Adobe Software License	\$0.00	Unrestricted General	Information Technology	Snelling
8/28/25	Upon Payment	ePlus Technology, Inc.	Service Plan for Symmetra UPS Data Center	(\$10,949.41)	Unrestricted General	Information Technology	Snelling
7/5/25	7/4/26	Schneider Electric	Advantage Ultra Service Plan for 3-Phase UPS and Software License	\$0.00	Unrestricted General	Information Technology	Snelling
8/26/25	Upon Payment	ComputerLand of Silicon Valley	Microsoft 365 and Other Microsoft Products	(\$158,820.20)	Unrestricted General	Information Technology	Snelling
8/25/25	9/30/26	Foundation for California Community Colleges and Microsoft Corporation	Campus Agreement Enrollment for Education Solutions Renewal Campus Agreement Licensing for Microsoft 365 and Other Microsoft Products	\$0.00	Unrestricted General	Information Technology	Snelling

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Butte-Glenn Community College District

CONTRACTS RATIFICATION REPORT

Contracts Signed by the Superintendent/President or Vice President for Administrative Services

August 16 - September 19, 2025

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
7/1/25	6/30/26	SAS Institute, Inc.	Educational Analytical Suite License	(\$3,302.00)	Unrestricted General	Information Technology	Snelling
			TOTAL REVENUE CONTRACTS	\$880,235.00			
			TOTAL EXPENSE CONTRACTS	(\$2,112,903.49)			

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

October 8, 2025

Subject:	Approval of Out-of-State Student Travel – Columbus, Ohio – Dawn Blackhorse & MESA students
Category:	Instruction
Submitted By:	Erik Shearer, Assistant Superintendent/Vice President
Attachment:	No
Type:	Action
Agenda Section:	Consent

Background

The Butte College Math, Engineering, Science, Achievement (MESA) program in collaboration with Student Services, Supervisor Retention Specialist, Dawn Blackhorse will take 6 students to Columbus, Ohio, to participate in the Advancing Chicanos/Hispanics & Native Americans in Science (SACNAS) Annual Convention, October 29 – November 2, 2025. Attendees are immersed in STEM research, professional development sessions, motivational keynote speakers, an Academic and Career Expo Hall, multicultural celebrations and traditions, and a welcoming community of peers, mentors, and role models. The NDiSTEM Conference encourages and empowers students to bring their whole self to STEM.

Status

The opportunity was presented to all MESA students who were willing to become SACNAS members and able to flex their academic schedules around the trip. All students were determined to be in good standing with Butte College and Butte College MESA.

Travel expenses will be paid through the MESA funds. The current cost estimate for the trip is \$13,377.91.

Recommendation

It is recommended the Board authorize out of state travel to Columbus, Ohio, from October 29 – November 2, 2025, for Dawn Blackhorse and up to 6 students to attend the Annual Convention of Advancing Chicanos/Hispanics & Native Americans in Science.

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

October 28, 2025

Subject:	Approval of Out-of-State Student Travel – Philadelphia, PA – Pablo Suarez and MESA Students
Category:	Instruction
Submitted By:	Erik Shearer, Assistant Superintendent/Vice President
Attachment:	No
Type:	Action
Agenda Section:	Consent

Background

The Butte College Math, Engineering, Science, Achievement (MESA) program director Pablo Suarez will take up to ten students to Philadelphia, PA, to participate in the Society of Hispanic Professional Engineers (SHPE) Annual Convention, October 29 – November 1, 2025. Participants will have many workshops to choose from, including engineering competitions, career fairs, interview prep, panel discussions, the opportunity to earn TPC Certifications (such as Six-Sigma), and a chance to meet professionals in key STEM related industries.

Status

The opportunity is being presented to all MESA students who were willing to become SHPE members and able to flex their academic schedules around the trip. All students will be determined to be in good standing with Butte College and Butte College MESA.

Travel expenses will be paid through the MESA funds. The current cost estimate for the trip is \$18,921.74.

Recommendation

It is recommended the Board authorize out of state travel to Philadelphia, PA from October 28 – November 2, 2025, for up to 10 students to attend the Annual Convention of Society of Hispanic Professionals Engineers.

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

October 8, 2025

Subject:	Approval for Faculty International Travel – Tom Grothe to Auckland, New Zealand
Category:	Instruction
Submitted By:	Erik Shearer, Assistant Superintendent/Vice President
Attachment:	No
Type:	Action
Agenda Section:	Consent

Background

Tom Grothe has the opportunity to travel to Auckland, New Zealand, for the 25th annual conference of the International Association for Languages and Intercultural Communication (IALIC), from November 21 through 23, 2025. Grothe was granted \$2,728 in Professional Development funds for this travel and will cover any costs not supported by ProDev.

Status

The conference objectives are to “create a collaborative space for academics, students, practitioners, educators, artists, cultural leaders, activists, and policymakers, to co-create equitable futures rooted in diverse knowledge systems. By fostering an inclusive exchange of ideas, we seek to explore how the onto-epistemic turn in interculturality can lead to more equitable, sustainable, and culturally enriched futures, particularly in the context of Aotearoa and the broader global community.”

Grothe has a few specific goals for this conference related to individual professional development. His first goal is to revamp his Intercultural Communication course and update his OER book *Exploring Intercultural Communication* (2020). He also aims to network with colleagues and explore new approaches to teaching and research. He is especially interested in the conference theme, which calls for moving beyond Western-centric views to embrace diverse ways of knowing, particularly Indigenous perspectives.

Recommendation

It is recommended the Board authorize international travel for Tom Grothe to Auckland, New Zealand, to attend the 25th Annual Conference for the International Association for Languages and Intercultural Communication (IALIC).

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

October 8, 2025

Subject:	Approval of International Travel – Dr. Amanda Runyan to San Juan, Puerto Rico
Category:	Instruction
Submitted By:	Erik Shearer, Assistant Superintendent/Vice President
Attachment:	No
Type:	Action
Agenda Section:	Consent

Background

Dr. Amanda Runyan has the opportunity to travel to San Juan, Puerto Rico, for the National Women’s Studies Association (NWSA) Conference, from November 13-16, 2025. Dr. Runyan was granted \$2,736 in Professional Development funds for this travel and will cover any costs not supported by ProDev.

Status

Dr. Amanda Runyan will attend the National Women’s Studies Association annual conference, where she serves as a leader in the Community College Faculty Caucus. The conference provides opportunities to engage with interdisciplinary scholarship, including Indigenous studies, which she teaches at Butte College. Participation allows her to develop innovative teaching strategies. For example, her previous attendance at NWSA inspired the creation of non-disposable final projects that connect classroom learning to students’ future goals, benefiting many English majors preparing for careers in secondary education. By bringing back new ideas and collaborative opportunities, Dr. Runyan strengthens her department and advances the college’s commitment to high-quality, inclusive instruction.

Recommendation

It is recommended the Board authorize international travel to San Juan, Puerto Rico for Dr. Amanda Runyan to attend the National Women’s Studies Association annual conference.

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

October 8, 2025

Subject:	Approval and/or Ratification of Personnel Actions
Category:	Human Resources
Submitted By:	Denise Adams, Interim Vice President Human Resources, Training and Employee Development
Attachment:	Yes
Type:	Action
Agenda Section:	Consent

Recommendation

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

Management*

1. Employee working Out-of-Class, Interim Vice President Human Resources, Training and Employee Development – Denise Adams
Effective: September 8, 2025 – June 30, 2026
2. Employee working Out-of-Class, Program Manager (CCCTC) – Melissa Taylor
Effective: September 1, 2025 – June 30, 2026
3. Reclassification of Position – Christian Gutierrez
From: Public Relations Officer (President’s Office) (MSC 8)
To: Public Relations Officer (President’s Office) (MSC 14)
Effective: August 21, 2025

Academic*

4. Unpaid Leave without Pay or Benefits – Employee ID ending 6639
Effective: October 1, 2025 – January 12, 2026
5. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Instructional Service Agreement – California Department of Parks and Recreation) – Dylan Ayache, Steve Barber, Zachary Chambers, Bradley Chesire, Sara Marshall, Callan McLaughlin, Lindsey Phillips, Ennio Rocco, Jason Smith, Jamie Stamps, Paul Wissler
Effective: September 15, 2025 – August 31, 2030
6. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Instructional Service Agreement – California Department of Parks and Recreation) – Scott Modeste
Effective: September 16, 2025 – August 31, 2030

7. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Willows Unified School District) – Staci Alves, Dawna Keolanui
Effective: September 16, 2025 - June 30, 2026
8. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Gridley Unified School District) – Madelyn Vaca
Effective: September 16, 2025 - June 30, 2026
9. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Oroville Union High School District) – Diana Castillo, West Upton, Rebecca Wagenaar
Effective: September 16, 2025 - June 30, 2026
10. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – CORE Butte Charter) – Scott Bootman
Effective: September 16, 2025 - June 30, 2026
11. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Orland Unified School District) – Brendan Close, Jennifer Ovitz, Andrew Sanchez
Effective: September 16, 2025 - June 30, 2026
12. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Chico Unified School District) – Lauren Barrera
Effective: September 16, 2025 - June 30, 2026
13. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Stony Creek Joint Unified School District) – Dallan Tucker
Effective: September 16, 2025 - June 30, 2026
14. Employment of Temporary Academic Employees (Instructors and Student Development) Part-time faculty recommended for employment effective Fall Semester 2025 – See Attachment "A"

Classified Employees*

15. Employment of Student Orientation & Event Assistant – Christopher Jordan Martinez
Part-time, 24 hours per week, 12 months per year
Salary: CSEA – 18
Effective: October 1, 2025
16. Employment of Recruitment & Outreach Technician – Nicolas Goodall
Full-time, 40 hours per week, 12 months per year
Salary: CSEA – 25
Effective: October 1, 2025
17. Employment of Industrial Technology Programs Equipment Mechanic II – Isaac Fairbanks
Full-time, 40 hours per week, 12 months per year
Salary: CSEA – 25
Effective: October 1, 2025

18. Temporary Increase from 20 hours per week to 24 hours per week Instructional Aide (CAS) – Robert Metzger
Effective: August 18, 2025 – December 19, 2025
19. Temporary Increase from 20 hours per week to 24 hours per week Instructional Aide – Reading & Writing (CAS) – Jennifer, Bradley, Astrid Johnson-Krause
Effective: August 18, 2025 – December 19, 2025
20. Reinstatement from 39 Month Re-Employment List, Custodian I (FPM) – Toni Bartolini
Effective: September 2, 2025

Temporary Employees*

21. Substitutes

22. Short Term/Seasonal

Library Media Technician – Bethany Richer

Salary: \$25.25 per hour 9/15/25 – 6/30/26

Media Production Specialist – Aaron French

Salary: \$25.25 per hour 9/1/25 – 6/30/26

Special Programs Clerk (Student Belonging & Empowerment) – Kate Sheehy

Salary: \$23.50 per hour 9/9/25 – 6/30/26

23. Professional Expert

Crime Scene Actors – Mya Alcorn, Caroline Lehde, Autumn Rash

Salary: \$16.50 per hour 9/4/25 – 6/30/26

Manipulative Skill/Evaluator – Nathan Konin, Max Wiley

Salary: \$16.50/16.75 per hour 9/4/25 – 6/30/26

Nursing – Maya Armenta, Pamela Collins

Salary: \$45.00 per hour 9/22/25 – 6/30/26

24. Volunteer

Volunteer (Athletics) – Brandon Chambers, Mackenzie Rudell

Volunteer (DSPS) – Marie Sainte, Marcia Washington

25. Retirements/Resignations

Resignation, Interim Vice President for Human Resources (HR) – Theresa Richmond

Effective – September 1, 2025

Resignation, Supervisor Retention Specialist (Native American Center) – Francisco “Frankie”

Medrano

Effective – October 1, 2025

Resignation, Administrative Secretary-Office Coordinator (SHC) – Melanie Henriques

Effective – January 5, 2026

Retirement, Mathematics Instructor (Math) – Sanjay Dev

Effective – December 20, 2025

Retirement, Accounting Instructor (Business Education) – Elizabeth Dunn

Effective – May 30, 2026

Retirement, Automotive Technology Instructor (Automotive Technology) – Douglas Conrad

Effective – May 30, 2026

Retirement, Counselor (Counseling & Advising) – Steve St. Cin

Effective – May 30, 2026

Retirement, HVAC Instructor (Industrial Technologies) – Thomas Wycoff

Effective – May 30, 2026

Retirement, Kinesiology Instructor (Health, Kinesiology & Athletics) – Randy Maday

Effective – May 30, 2026

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

Attachment "A"

Abedini, Hesam
Alexis, Jared
Allen, Ian
Alling, Jeremy
Ament, Derek
Anderson, Heidi
Anderson, Tiffani
Appel, Rolfe
Araiza, Billie
Armstrong, Elizabeth
Asbury, Timothy
Ashba, Tammy
Austin, Vera
Azevedo, Daniel
Baca, John
Bailey, Leonard
Bass, Mark
Battles, Cheryl
Baum, Sarah
Bedene, Miranda
Bejerano, Pamela
Bell, James
Bellanich, Denise
Beller, James
Beltran, Peggy
Berg, Christopher
Berman, Lisa
Berry, Joannie
Bertagna, Steven
Besoain, Benjamin
Bianchini, Elizabeth
Boek-Dominguez, Stacey
Boian, Jeffrey
Boites, Pedro
Bokavich, Casey
Bonis, Andrea
Booth, Lillian
Bootman, Scott
Booy, Arjen
Bordin, Steven
Bordoli, Guy
Boyd, Steve

Boyer, Robert
Brandow, Sean
Bromley, Kyleen
Brown, Alexandria
Brown, Henry
Brown, Robert
Buchanan, Mary
Buckstead, Christine
Burke, Daniel
Butler, Brett
Buzan, Melinda
Byard, Gregory
Calip, Vincent
Calkins, Matthew
Camodeca, Michael
Campbell, Donald
Candelaria, Kelly
Cantrell, Heidi
Cantwell, Gary
Cardenas, Stephanie
Cardinet, Matthew
Carlile, Amanda
Carlisle, Andrei
Caryl, Beth Ann
Chamness, Justin
Chavez, Mark
Chin, Fiona
Clain, Kimberly
Cleary, Francis
Coates, Stephen
Collins, Susan
Conlan, Lance
Consiglio, Michael
Cooke, Bradley
Cooper, Andrew
Cooper, Jeffrey
Coopriider, Lynsey
Correa, Steven
Cowell, Aman
Cowell, Jean
Craig, Christine
Crosby, Nandi
Daly, Jennifer
Darnell, Jacquelyn
Davenport, Bascal

Davidson, Ryan
Davila, Christian
Davis, Adria
Davis, Regina
Davison, Bryce
Demaggio, Julie
Denton, Robert
Deromedi, Lia
Devine, Shannon
Dewey, Sean
Diamond, Nicole
Donnell, David
Downs, Jordan
Drake, Evan
Drysdale, Jodi
Du, Kseniya
Duch, Andrew
Duggins, Michael
Duitsman, Stan
Dulleck, Tyler
Dunning, Melissa
Duran-Roach, Australia
Durfield, Timothy
Dysthe, Sheryl
Eagan, Travis
Edsill, Julia
Edson, Jeffrey
Ellis, Amanda
Ensslin, Teresa
Ernest, Jessee
Farris, Brent
Fay, Casey
Fedrizzi, Victor
Feingold, Rick
Fellers, Ryan
Ferrari, Chiara
Ferreira, Anthony
Figaratto, Daniel
Filter, Sara
Fisher, Amber
Flores, Sheena
Forsberg, Eric
Frank, Lanae
Frawley, Susan
Frederici, Paul

Friedrichsen, Debra
Fuchs, Erick
Funk, Herbert
Galindo, Roseanna
Garner, David
Gates, Andrew
Gearhart-Davis, Page
Gee, Travis
Gerstenkorn, David
Giusti, Ashley
Givens, Teresa
Gonzalez, Eduardo
Gordon, Scott
Gottlieb, Kelli
Goyen, Mary
Griffin, Michael
Grimes, Ruth
Grothe, Kerstin
Gurlides, Despina
Gust, Karen
Haasl, David
Hack, William
Hadcock, William
Hall, Steven
Hames, John
Hannah, Michael
Haraughty, Gema
Harr, Becky
Harrington, Jeffrey
Harris, Anne
Hart, Daniel
Hart, Diane
Harth, Adelaide
Hartley, Laurel
Hatter, Amber
Hawkins, Zackary
Hayes, Timothy
Hays, Jonathan
Healy, Michael
Henrick, Meredith
Hindman, Darrell
Hines, Carly
Hollingshead, Jeremy
Holtkamp, Marguerite
Hood, Robert

Horst, Erin
Howard, Sue
Huang, Chieh
Huff, Steven
Hughes, Gary
Hull, Patrick
Hutcheson, Donald
Imsdahl, Mark
Jackson, Lisa
Jackson, Melinda
Jenkins, Deborah
Johnson, Amanda
Jones, Austin
Jones, Barbara
Juarez-Whittaker, Maritsa
Kaialau, Andrea
Keating, Michael
Keen, Phillip
Kelleher, John
Kelly, Cameron
Kelso, John
Kettle, Christopher
Kidd, Carey
Kieselbach, Tanya
King, Daniel
Klein, John
Knight, Jerry
Knowlton, Sarah
Kraemer, Finn
Kraut, Annabella
Krepelka, James
Krug, Susan
Krulder, Joseph
Kutil, Devin
Landreth, Thomas
Laney-Clark, Zachary
Langer, Matthew
Langston, Derek
Larson, Tiffany
Latham-Fairchild, Caroline
Latimer, Dylan
Lefkowitz, Todd
Leitner, Stacy

Lephart, Chris
Liebenberg, Ibe
Light, Pauline
Lindblad, Mayu
Locatelli, Daniel
Loughman, Kerry-Anne
Lovgren, MaryRose
Lowe, Deanna
Lowery, Katherine
Lucanic, James
Luera, Frank
Lunel, Ezra
Luther, Jon-Mikel
Lydon, Dean
Maciel, Haley
Maletic, Stephen
Mandel, Kristi
Maready, Aaron
Marsh, David
Marshall, Bryan
Marshall, Sheri
Marshall, Vincent
Martin, Jack
Martin, John
Mateson, Elizabeth
Mattos, Dustin
Maxey, Justin
McElhinney, Jamie
McFadden, Greg
McKenzie, Wendy
McKinnon, Lacey
McLeod-Kerr, Cortney
McMillin, Jaide
McMillin, Stella
McNamara, Brian
Mellum, Erik
Mendez, Guadalupe
Meneley, Chris
Merrill, Trevor
Metroka, Wesley
Meyer, Adam
Meyer, Nancy
Miille, Jake
Milburn, Shane
Minton, Douglas

Mitchell, Ryon
Moore, Jeffery
Moore, Ty
Morales, Lisa
Morris, Jason
Muelrath, Lani
Muntifering, Samantha
Murgia, Ruben
Murphy, Mark
Murphy, Michael
Muster, Kevin
Nagai, Sanae
Nako, Adam
Nall, Sara
Negus, Emily
Nelms, Kimberly
Neufeld, Megan
Nicodemus, Christopher
Nicolay, Luke
Noxon, Justin
O'Donnell, Daniel Kimberly
O'Hern, Casey
O'Meara, Christopher
O'Neil, Tegan
O'Quin, Sharon
Oelrichs, Amy
Openshaw, Mollie
Ortiz, Antoinette
Ozanne, Nick
Park, Angela
Park, Michael
Parrott, James
Parsons, Michelle
Paulson, Nicholas
Pedeva-Fazlic, Desislava
Peeler, Sean
Peldo, Curtis
Peloso, Dominick
Perata, Jonathan
Perez, Jenna
Person, Johnny
Peter, Eric
Peters, Mari

Peterson, Katie
Peterson, Sue
Pettersen, Cameron
Philbrook, Cody
Phipps, Matthew
Piazza, Jason
Pierce, Robert
Pilakowski, Michael
Ping, Jean
Pipkin, Bonnie
Pittman, David
Pollard, Jeremy
Portillo, Matthew
Privratsky, Ada
Quilici, Channing
Rathbun, Chris
Ray, Erika
Raymond, Kathleen
Reese, Norman
Reinhardt, Dennis
Reynolds, Atticus
Richardson, Robert
Riley, Lorianne
Rios, Albert
Roady, Caroline
Robinson, Joanne
Robson, Devin
Rodriguez, Jesus
Roeder, Miriam
Rogers, Robert
Rose, Dakota
Ross, Stephen
Roush, Jennifer
Rubinoff, Ryan
Ruiz, David
Sachs, Christian
Saldano, Jordan
Sanchez, Gloria
Sandberg, Ross
Sandro, Kierstan
Sansoni, Vincent
Sanville, Kristina
Schleiger, Rachel
Schmid, Joel
Schmidt, Rebecca

Schnitzius, James
Scholar, Gary
Schwyzzer, Cedric
Sederquist, Janessa
Seghieri, Richard
Sherry, Sisarie
Shippen, Christopher
Shippen, Holly
Shoro, Natasha
Simmons, Jesseca
Singleton, Valerie
Slater, Andrea
Smith, Brian
Smith, Eva
Smith, Jake
Smith, Kenneth
Smith, Olav
Smith, Tara
Smith-Peters, Bruce
Snelling, Adrianna
Solano, Stephen
Soldate, John
Spencer, Errin
Steffen, Nathan
Stelzner, Charles
Stevens, Belinda
Stevens, Jennifer
Stevens, Robert
Stone, Kathy
Strahan, Lori
Sturgeon, Christopher
Sutton, Bethany
Sylvia, Kathryn
Syphengpheth, Kamphoune
Szczepanski, Catherine
Talley-Hoffmann, Laura
Tan, Huiyuan
Tange, Mark
Taylor, Amelia
Teagarden, Katherine
Teixeira, Katharina
Tello, Bernadette
Thomas, Phillip
Thomas, William

Thompson, Daniel
Till, Jennifer
Tochterman, Alan
Townsend, Brandon
Townsley, Wesley
Traulsen, Andrew
Trider, Alicia
Trivedi, Kevin
Uebelhardt, Cody
Utnehmer, Kaitlin
Valdes, Jarrod
Van Der Linde, Juanne
Vancil, Christian
Vasquez, Crystal
Vazquez, Cathy
Vela, Shanna
Velasquez, Alana
Vickery, Jess
Villalba, Margarita
Villela, Guadalupe
Vincent, Zu
Wade, Erin
Wade, Katherine
Walker, Chadwick
Wall, Timothy
Walsh, Kevin
Wasche, Katherine
Watson, Ryan
Weaver, Ashlyn
Wenger, Christopher
Westwood, Lisa
White, Durl
White, Erin
White, Jennifer
Whitney, John
Wicks, Michael
Williams, Dacia
Williams, Lisa
Willmann, Hans
Wilson, Lauren
Winchell, Quinn
Wines, Jason
Winzenz, Thaddaeus
Wise, George
Wong, Forest

Worley, Kristin
Wright, Aaron
Wright, Joshua
Wright, Kathline
Wymore, Gretel
Xiong, Moua
York, Kevin
Young, Patrick
Zuniga, Yvette

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

October 8, 2025

Subject:	Approval of Contracts
Category:	Contracts
Submitted By:	Jessica Snelling, Vice President
Attachment:	Yes
Type:	Action
Agenda Section:	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 Vice President for Administrative Services 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 \$114,800.00 for contracts to purchase equipment, materials, supplies, services, and repair. The relevant amount specified in Public Contract Code Section 22032 is \$220,000.00 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 Vice President for Administrative Services to enter into the contract(s) in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting, contingent upon available funding and successful completion of negotiation of terms with the contractor(s).

Butte-Glenn Community College District

CONTRACTS APPROVAL REPORT

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source	Originated by: District Department	Approved by: District Administrator
11/1/25	10/31/28	California Department of Water Resources	Education, Services, and Workforce Training	\$350,000.00	Restricted General	Contract Education	Shearer
			TOTAL REVENUE CONTRACTS	\$350,000.00			
			TOTAL EXPENSE CONTRACTS	\$0.00			

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

October 8, 2025

Subject:	Approval of Contract to Purchase Information Technology Goods from Dell Technologies Inc., utilizing California Participation Addendum Number 7-23-70-55-01
Category:	Contracts
Submitted By:	Jessica Snelling, Vice President
Attachment:	No
Type:	Action
Agenda Section:	Regular

Background

The District’s Information Technologies Department requires desktop computers to provide computing services for District operations. Funding will be allocated from the general fund.

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

The California Department of General Services, Procurement Division participates in multi-state cooperative agreements for information technology and non-information technology goods and services. Cooperative agreements are available for use by state and local governmental agencies through California Participating Addenda. NASPO ValuePoint is a cooperative purchasing program facilitating public procurement solicitations and agreements using a lead-state model to deliver the highest valued, reliable and competitively sourced contracts.

Status

District staff recommends use of the awarded California Participating Addendum Number 7-23-70-55-01 under the Minnesota NASPO ValuePoint Master Agreement Number 23026 with Dell Marketing L.P., as a source to purchase the required desktop computers from Dell Technologies Inc., during the term October 1, 2025 through June 30, 2026, in the amount not to exceed \$539,171.02. District staff has reviewed the terms and conditions and finds that this purchase made from utilizing the California Participating Addendum Number 7-23-70-55-01 contract will save administrative time and expense, deliver cost savings, and will be in the best interest of the District. The District will not expense beyond the 2026 adopted budget.

Recommendation

It is recommended that the Board of Trustees approve a contract to purchase the required information technology goods from Dell Technologies Inc., utilizing California Participating Addendum Number 7-23-70-55-01, per the terms of the contract, during the term October 1, 2025 through June 30, 2026, in the amount not to exceed \$539,171.02.

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

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

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

October 8, 2025

Subject:	Approval of Contract to Purchase Information Technology Goods and Services from Rainforest QA, Inc., utilizing California Multiple Award Schedule Number 3-18-70-3509A
Category:	Contracts
Submitted By:	Jessica Snelling, Vice President
Attachment:	No
Type:	Action
Agenda Section:	Regular

Background

The District’s California Community Colleges Technology Center requires information technology goods and services to provide software quality assurance services for development of new software systems and features for a variety of projects.

Funding will be allocated from the Student Enrollment and Systemwide Infrastructure grants, and Integrated Technology Program apportionment.

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

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

Status

District staff recommends use of the awarded CMAS Contract Number 3-18-70-3509A, as a source to purchase the required information technology goods and services from Rainforest QA, Inc., during the term November 3, 2025 through November 2, 2026, in the amount not to exceed \$250,000. District staff has reviewed the terms and conditions and finds that this purchase made from utilizing the CMAS contract will save administrative time and expense, deliver cost savings, and will be in the best interest of the District.

Recommendation

It is recommended that the Board of Trustees approve a contract to purchase the required information technology goods and services from Rainforest QA, Inc., utilizing California Multiple Award Schedule Number 3-18-70-3509A, per the terms of the contract, for the term of November 3, 2025 through November 2, 2026, in the amount not to exceed \$250,000.

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

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

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

October 8, 2025

Subject:	Approval of Contract to Purchase Desktop Computers from Apple Inc. utilizing Downey Unified School District Apple Direct Customer Agreement Number 1695400
Category:	Contracts
Submitted By:	Jessica Snelling, Vice President
Attachment:	No
Type:	Action
Agenda Section:	Regular

Background

The District’s Information Technologies Department requires desktop computers to provide computing services for District operations. Funding will be allocated from the general fund.

Public Contract Code Section 20652 authorizes the governing board of any community college district without advertising for bids, and when that board has determined it to be in the best interests of the district, to contract for the lease or purchase of data-processing equipment, materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district through contracts between any public corporation or agency and a vendor.

Status

District staff recommends use of the awarded Downey Unified School District Apple Direct Customer Agreement Number 1695400 as a source to purchase desktop computers from Apple Inc., during the term October 1, 2025, through June 30, 2026, in the amount not to exceed \$219,451.95. District staff has reviewed the terms and conditions and finds that this purchase made from utilizing the Downey Unified School District Apple Direct Customer Agreement will save administrative time and expense, deliver cost savings, and will be in the best interest of the District. The District will not expense beyond the 2026 adopted budget.

Recommendation

It is recommended that the Board of Trustees determine use of the Downey Unified School District Apple Direct Customer Agreement Number 1695400 is in the best interests of the district and approve the purchase of the required desktop computers from Apple Inc., utilizing the Downey Unified School District Apple Direct Customer Agreement, per the terms of the contract, for the term of October 1, 2025 through June 30, 2026, in the amount not to exceed \$219,452.

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

It is further recommended that the Board authorize District staff to execute the necessary contract documents related to the purchase of desktop computers from Apple Inc., in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting.

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

October 8, 2025

Subject:	Approval of Resolution No. 832: Approval of Contract with the California Department of Education for California State Preschool Program 2026-27
Category:	Contracts
Submitted By:	Jessica Snelling, Vice President
Attachment:	Yes
Type:	Action
Agenda Section:	Regular

Background

The district’s Child Development Center operates a California State Preschool Program to provide childcare and development services. The state-funded program provides both part-day and full-day services that provides a core class curriculum that is developmentally, culturally, and linguistically appropriate for the children served. The program also provides meals and snacks to children, parent education, referrals to health and social services for families, and staff development opportunities to employees. The program is administered through local educational agencies, colleges, community-action agencies, and private nonprofit agencies.

Status

The Child Development Center intends to submit a 2026-27 Continued Funding Application to the California Department of Education to continue providing services under the California State Preschool Program in the amount of \$361,240 for the term July 1, 2026, through June 30, 2027. The application indicates that the district wishes to renew its California State Preschool Program contract for 2026-27 and accepts all of the terms and conditions of such contract.

A Board resolution is required to establish authority to contract with the California Department of Education.

Recommendation

It is recommended that the Board of Trustees adopt Resolution No. 832 authorizing the district submit the Continued Funding Application Fiscal Year 2026-27 in the amount of \$361,240 for the term July 1, 2026 through June 30, 2027, authorizing a contract be made with California Department of Education, and delegating District staff to execute the required contract documents and any future contract amendments to the contract prior to ratification by the Board at a subsequent meeting.

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

October 8, 2025

RESOLUTION NO. 832

**APPROVAL OF CONTINUED FUNDING APPLICATION AND CONTRACT
WITH THE CALIFORNIA DEPARTMENT OF EDUCATION**

WHEREAS, the Butte-Glenn Community College District wishes to provide childcare and development services under the California State Preschool Program (CSPP).

WHEREAS, the Butte-Glenn Community College District will submit a Continued Funding Application for Fiscal Year (FY) 2026-27 to the California Department of Education (CDE), in the amount of \$361,240 for the term July 1, 2026 through June 30,2027, to be considered for continued funding for FY 2026-27.

WHEREAS, the Butte-Glenn Community College District will be required to renew its CSPP contract with the CDE and accept all of the terms and conditions of such contract upon approval of continued funding for FY 2026-27.

WHEREAS, the Board of Trustees of the Butte-Glenn Community College District is permitted by California Education Code Section 81655 to delegate its power to contract.

NOW THEREFORE BE IT RESOLVED, that the Butte-Glenn Community College District Board of Trustees authorizes the District to submit a Continued Funding Application for Fiscal Year 2026-27 and authorizes the District to renew its California State Preschool Program contract with the California Department of Education for Fiscal Year 2026-27; and

BE IT FURTHER RESOLVED, that the Butte-Glenn Community College District Board of Trustees hereby designates Virginia Guleff and/or Jessica Snelling as its representatives to execute any necessary application and contract documents, including any future amendments to the contract, prior to ratification by the Board at a subsequent meeting.

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

AYES:

NOES:

ABSENT:

SO ORDERED:

William McGinnis
President, Board of Trustees

ATTEST:

Virginia L. Guleff
Secretary, Board of Trustees

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

October 8, 2025

Subject:	Board Budget Criteria for 2026-27 Budget Development – First Reading
Category:	Finance
Submitted By:	Jessica Snelling, Vice President
Attachment:	Yes
Type:	Information
Agenda Section:	Regular

Background

Each year the Board of Trustees adopts criteria to be used in the development of the district’s annual budget and planning process. The criteria establish guidelines that will shape the budget process.

Status

Title 5, Section 58301 of the California Code of Regulations requires that the governing board of each community college district receive a report on the budget development criteria and standards prior to the adoption of the Tentative and Final Budgets. The California Community Colleges Chancellor’s Office annually issues fiscal criteria and standards to promote sound fiscal management, maintain district solvency, and ensure compliance with statutory requirements such as the 50% Law and minimum reserve levels.

This agenda item provides the Board with the budget assumptions and criteria that will be utilized in the preparation of the 2026–27 Tentative and Final Budgets.

Recommendation

This item is informational only. The criteria and assumptions will guide development of the Tentative Budget for the fiscal year 2027.

It is recommended that the Board of Trustees receive and review the 2026–27 Budget Development Criteria and Assumptions, provide any feedback for consideration and approval at the November 12, 2025, regular meeting.

BUTTE-GLENN COMMUNITY COLLEGE DISTRICT 2026-27 BUDGET CRITERIA

Presented to the board of trustees 10-8-25 for review

Butte-Glenn Community College District (BGCCD) will establish budget criteria to be closely aligned with the college's Strategic Plan and the Chancellor's Office Vision 2030. This alignment ensures that financial resources are effectively utilized to support long-term objectives and immediate operational needs in support of student success. The operating budget and planning development process will be multifaceted, to include several critical functions defined in the sections below.

PHILOSOPHY

The college will seek to develop a budget that:

- Ensures accountability and transparency in resource allocation
- Supports the District's focus on strengthening a culture of equity and inclusion
- Supports strategic initiatives by allocating funds to priority areas that drive the college's mission and long-term goals, related to instruction, research, infrastructure development, optimization of technology and student services
- Focuses on increasing access to higher education, improving student outcomes, and fostering innovation and sustainability

LEGAL, FINANCIAL AND STATUTORY REQUIREMENTS

The annual District budget shall be prepared in conformance with the California Community College Budget and Accounting Manual (BAM) and provisions of the California Education Code. Additionally, the District budget shall comply with all appropriate Board Policies and Administrative Procedures.

Specifically, the District budget will meet the following requirements:

- **Unrestricted Reserve:** Achieves and maintains a fifteen percent (15%) unrestricted reserve sufficient to cover a minimum of two months General Fund operating expenditures as per the California Community College Chancellor's Office;
- **50% Law:** Meets the fifty percent (50%) law, i.e., at least 50% of the current expense of education is allocated to instructional salaries and benefits;
75-25 goal: Provides for staffing levels required by the Board of Governors in relation to Title 5, Division 6, Chapter 4, Subchapter 3, Articles 1 and 2. This statute is designed to ensure that districts are making good faith attempts to achieve the long-term goal that seventy-five percent (75%) of instruction is provided by full-time faculty;
- **Board Policy 6200 and Administrative Procedure 6200:** Be prepared in accordance with Title 5 and the California Community Colleges Budget and Accounting Manual and reflect the following:
 - Adherence to principles of sound fiscal management.
 - Allocation of resources to instructional support programs consistent with the District's mission, goals, and strategic priorities.

- Augmentations to allocated resources as requested through the annual unit planning process.
- A balance between resources and expenditures.
- Current enrollment projections.
- Appropriations consistent with relevant laws, regulations, and guidelines.
- Adherence to other requirements contained in the Board’s Budget Criteria.
- Date, location, and time of Board public hearing to be held prior to final budget adoption.

BUDGET STANDARDS

A. Revenue Standards

- **Revenue.** State-funded growth revenue will be actively pursued by the district.
- **Categorical and Grant Revenues.** The District will pursue categorical and grant revenues provided by state and local agencies that are consistent with the objectives of the strategic plan as well as the Strategic Enrollment Management (SEM) Plan.
- **Foundation.** Funding from the Foundation will also be sought to assist in providing funding for specific strategic plan projects.
- **Emergency Conditions Allowance.** The District will maximize the state apportionment revenue via emergency conditions allowance funding or actual Student Centered Funding Formula (SCFF) total computational revenue (TCR).
- **Non-Trust Transfer.** The District will limit non-trust transfer-in allocations to the unrestricted general fund of 2% per year of the total unrestricted expenditure budget from non-general fund sources.
- **Projections.** The District will make reasonable and sound projections for all the District’s sources of revenue and student access, equity and success data elements.

B. Operating Expense Standards

- **Total Salaries and Benefits.** Total salary and benefit costs should not exceed 87% of total expenditures. The budget will provide a mechanical approach to project step, column and longevity salary increases, medical rate increases and STRS and PERS pension rate increases.
- **Fifty Percent Law.** The District’s financial plan will meet the **Fifty Percent (50%) Law**, specifically, at least 50% of the current expense of education is allocated to instructional salaries and benefits.
- **Full-Time Faculty Obligation Number.** The District will maintain a robust number of full-time faculty, with a goal to provide more consistent and high-quality education to students. The **Full-Time Faculty Obligation Number (FON)** is a regulatory requirement, specifying the minimum number of full-time faculty that the District must employ.
- **Other Expense items.** The operating budget will include inflationary and pricing increases which will be documented and itemized in the Budget Projection assumptions.

C. Reserve Standards

- **General Fund Reserve.** The reserve is to be used for unanticipated changes in expenditures or revenues as well as to provide capital to pursue opportunities. Reserve funds are crucial to address unpredictable expense. For example, if the costs of maintaining the District’s existing services exceed monthly revenue projections, the reserves become the safety net in uncertain times.

- **Minimum Reserve.** As per Administrative Procedure 6305, the minimum reserve requirement will equal 15% of the Unrestricted General fund with a target to achieve 25%.
- The District will maintain a minimum of two (2.0) months of reserves per Total General Fund Expenditures (Unrestricted + Restricted) with a target to achieve three (3.0) months due to the significant liability of Grant funded programs.

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

October 8, 2025

Subject:	Review of the 2025-2028 Student Equity Plan
Category:	Student Services
Submitted By:	Imelda Simos-Valdez, Vice President for Student Services
Attachment:	Yes
Type:	Information
Agenda Section:	Regular

Background

In 2018–19, the California Community Colleges Chancellor’s Office (CCCCO) consolidated four existing programs (Student Equity, Basic Skills Initiative, Student Success and Support Program, and Noncredit Student Success and Support Program) into a single initiative: the Student Equity and Achievement (SEA) Program. The SEA Program is charged with maintaining a Student Equity Plan, providing matriculation services, ensuring every student has an educational plan, and implementing AB 705.

In December 2024, the CCCCCO released the 2025–28 Student Equity (SE) Plan template, which all colleges are required to complete (attached). This updated framework emphasizes that equity planning is not simply a compliance exercise but an ongoing, transformative process. As the CCCCCO explains: “Our vision for this next [planning] cycle transcends mere regulatory requirements or templates. It represents a dynamic, ongoing process aimed at addressing systemic inequities and fostering transformational change. We should approach this plan as a continuous journey of improvement, rather than a static document. Our sustained and amplified efforts are crucial to the success of this plan, its proposed strategies for action and possibilities for student equity.”

Along with the template, the CCCCCO provided college-level equity data in five key outcome metrics: successful enrollment, completion of transfer-level math and English in the first year, persistence from primary to secondary term, attainment of a Vision for Success goal (certificate or degree), and transfer (attached). At Butte College, the SEA Director collaborated with the Student Equity and Achievement Advisory Committee (SEAPAC) and other campus stakeholders to develop the 2025–28 Student Equity Plan (attached).

Status

The 2025–28 Student Equity Plan was presented to all major constituent groups (Academic Senate, Classified Senate, Management/Supervisory/Confidential [MSC] Association, and Student Senate) at their regular meetings. In September 2025, both Academic Senate and Classified Senate formally approved the SE Plan, while MSC and Student Senate provided feedback and expressed support. The Plan will be presented to the Board of Trustees for initial review at the October 2025 meeting and will be returned as an action item in November. The final, approved SE Plan must be submitted to the CCCCCO by November 30, 2025.

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

October 8, 2025

Subject:	Approval of 2025-2026 Board Strategic Focus
Category:	Administration
Submitted By:	Virginia L. Guleff, Superintendent/President
Attachment:	Yes
Type:	Action
Agenda Section:	Regular

Background

The Board Goals Committee (Board Clerk Nock, Trustee Krepelka, and Trustee Dahlmeier) met with Superintendent/President Guleff in October 2025, to consider the board's strategic focus for the 2025-2026 academic year.

Status

The strategic focus items were compiled and further refined by Superintendent/President Guleff in consultation with Board Goals Committee Chair Krepelka to present to the Board for final approval.

Recommendation

It is recommended that the Board of Trustees approve the attached 2025-2026 board strategic focus.

Butte-Glenn Community College District Board of Trustees

Strategic Focus

2025-2026

Strategic Focus

1. Prioritize Strategic Plan Objectives.
2. Manage the Strategic Enrollment Management Plan.
3. Develop a plan for operational improvement and institutional efficiency.
4. Strengthen institutional data collection, interpretation, reporting, availability, and analysis to improve organizational understanding and processes.
5. Support the continued development of the Foundation.
6. Advance innovation.
7. Navigate State and Federal regulations to ensure success for all students.
8. Create a sustainable process to assess community needs.

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

October 8, 2025

Subject:	Adoption of Board Policies
Category:	Administration
Submitted By:	Superintendent/President Virginia L. Guleff
Attachment:	Yes
Type:	Action
Agenda Section:	Regular

Background

The Board of Trustees Board Policy Review Committee met in August 2025 and reviewed the board policies listed below.

Board Policy	Title	Action
BP 1100	The Butte-Glenn Community College District	Revision
BP 1200	District Mission Statement	Revision
BP 2010	Board Membership	Revision
BP 2015	Student Board Member	Revision
BP 2100	Board Elections	Revision
BP 2105	Election of Student Board Member	Revision
BP 2110	Vacancies on the Board	Review
BP 2200	Board Duties and Responsibilities	Revision
BP 2210	Officers	Revision
BP 2220	Committees of the Board	Revision
BP 2305	Annual Organizational Meeting	Revision
BP 2310	Regular Meetings of the Board	Revision
BP 2315	Closed Sessions	Revision

Status

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. The board policies listed above were presented to the Board of Trustees at the September 10, 2025, meeting.

Recommendation

It is recommended that the Board of Trustees adopt the board policies listed above.



BP 1100 The Butte-Glenn Community College District

References: Education Code Section 72000(b)

Adopted: May 28, 2008

Revision Adopted: May 16, 2018; ~~XXXX~~ 2025

Last Reviewed: May 16, 2018

The District is named the Butte-Glenn Community College District.

The District consists of all the areas in Butte and Glenn Counties, except that portion of the Marysville Joint Unified District located in Butte County and the Stoney Creek Joint Unified District located in Glenn County.

Trustee areas are defined per Board Policy 2100.

The name is the property of the District. No person shall, without the permission of the Board, use this name or the name(s) of any college(s) or other facilities of the District, or any abbreviation of them, to imply, indicate or otherwise suggest that an organization, product or service is connected or affiliated with, or is endorsed, favored, supported, or opposed by, the District.

The District consists of the following colleges(s) and/or education center(s):

- ~~Butte Community College~~
- Butte College Main Campus
- Butte College Cosmetology and Barbering
- Chico Center
- Glenn County Center
- Skyway Center



BP 1200 District Mission Statement

References: ACCJC Accreditation Standard ~~1-A~~1.1 and Eligibility Requirements 6 and 20

Adopted: May 28, 2008

Last Revised: February 14, 2018; January 25, 2023; XXXX 2025

Last Reviewed: February 14, 2018; January 25, 2023

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.

The mission is evaluated by the Board of Trustees on a regular basis and revised when appropriate.



BP 2010 Board Membership

References: Education Code Sections 72023, 72103, 72104;
ACCJC Accreditation Standard ~~IV-C.64~~ and Eligibility Requirement 7
Adopted: May 28, 2008
Last Revised: May 16, 2018; XXXX 2025
Last Reviewed: May 16, 2018

The Board shall consist of seven members elected ~~at large~~ by area by the qualified voters of the District. Board members will represent trustee areas as outlined in Board Policy 2100 Trustee Elections.

Any person who meets the criteria contained in law is eligible to be elected or appointed a member of the Board.

An employee of the district may not be sworn into office as an elected or appointed member of the governing board unless ~~he or she~~ they first resigns as an employee except as otherwise allowed by law.

No member of the governing board shall, during the term for which ~~he or she is~~ they are elected, hold an incompatible office.

No member of the ~~G~~ governing ~~B~~ board shall, during the term for which ~~he/she was~~ they were elected, be eligible to serve on the governing board of a high school district whose boundaries are coterminous with those of the community college district.

There are no administrative procedures for this policy.



BP 2015 Student Board Member

References: Education Code Section 72023.5

Adopted: May 28, 2008

Last Revised: September 2024; ~~XXXX 2025~~

Last Reviewed: May 16, 2018

The Board ~~sh~~will include one non-voting student member. The term of office ~~sh~~will be one year commencing June 1.

The student member ~~sh~~will:

- be a resident of California at the time of nomination and during the term of service;
- have completed a minimum of twelve units in the District at the time of nomination;
- have and maintain, as a minimum, a 2.0 grade-point-average during the entire term of office; and
- be enrolled in at least five units at Butte College during the entire term of office.

The student member ~~sh~~will be seated with the Board during the open session portion of meetings and at the Board's first regular June Board meeting. ~~The student trustee sh~~will be recognized as a full member of the Board at all open meetings. The student member is entitled to participate in discussion of issues and receive all materials presented to members of the Board, ~~(except for issues and items discussed in closed session).~~ The student member will have the right to attend each and all meetings of the Board, but their presence will not be counted for purposes of determining quorum. The student member will not have the right, or be afforded the opportunity, to attend closed sessions of the Board.

The student member ~~sh~~will have the opportunity to cast an advisory vote ~~prior immediately before the regular members of the Board cast votes to all votes of the Board.~~ The student trustee's advisory vote ~~sh~~will not be included in determining the vote required to either carry or defeat any measure before the board but may be recorded in the official minutes.

The student member ~~sh~~will be entitled to any mileage allowance necessary to attend board meetings to the same extent as publicly elected trustees.

A student board member may make and second motions at the discretion of the Board. The student member may receive compensation, at the discretion of the Board, up to the amount prescribed by law. On or before May 15 of each year, the Board may determine if the student member's term will commence on May 15 instead of on June 1.

The Board of Trustees will, by May 15 of each year, adopt rules and regulations implementing Board Policy 2015 Student Board Member. These rules and regulations will be effective until May 15 of the following year.

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

- ~~make and second motions;~~
- ~~attend closed sessions, other than closed sessions on personnel or collective bargaining matters;~~
- ~~receive compensation as determined by the Board for meeting attendance; and/or~~
- ~~serve a term of one year commencing on May 15.~~

See Administrative Procedure 2015



BP 2100 Board Elections

References: Education Code Sections 5000 et seq. and 72036

Adopted: May 28, 2008

Last Revised: October 16, 2019; June 29, 2022; ~~XXXX~~ 2025

Last Reviewed: May 16, 2018

The term of office of each trustee shall be four years, commencing on the second Friday in December following the general election in November. Elections shall be held every two years, in even-numbered years. Terms of trustees are staggered so that, as nearly as practical, one-half of the trustees shall be elected at each trustee election.

The Board of Trustees has provided for the election of trustees by trustee areas. The election of a Board member residing in and registered to vote in the trustee area they seek to represent shall be only by the registered voters of the same trustee areas. Effective May 2022 the trustee areas are as follows:

Trustee Area 1 (Oroville):

Includes the Communities of Oroville, South Oroville, Wyandotte, Robinson Mills, and Hurleton. Generally, the Area is bordered by State Highway 70 on the west, Lake Oroville on the north, Robinson Mills on the east, and Ophir Road, Beaver Road, Railbridge Road, Rocky Honcut Creek and North Honcut Creek on the south.

Trustee Area 2 (West Chico):

Includes the west side of the City of Chico. Its borders are: West East Avenue, Guynn Avenue, and Lindo Channel on the north; Glenwood Avenue on the west; Bidwell Avenue, Via Los Arboles, Pomona Avenue, McIntosh Avenue, Dayton Road, and Little Chico Creek on the south; and State Highway 99, Lindo Channel, and Business Route 99 on the east.

Trustee Area 3 (East Chico, Bidwell Park and Upper Bidwell Park):

Includes the east side of the City of Chico. Its borders are: State Highway 99, Lindo Channel, and Business Route 99 on the west, East Avenue, State Highway 99, East Lassen Avenue, Ruby River Drive, Eaton Road, Upper Park Road, and Deer Creek Highway on the north, and Doe Mill Road and Deer Creek Highway on the south.

Trustee Area 4 (Gridley):

Includes the communities of Gridley, East Gridley, Biggs, Richvale, Thermalito, Palermo, and Honcut. Generally, the Area is bordered by the Butte County Line on the west, Nelson-Shipee Road and Cottonwood Road on the north, State Highway 70, Ophir Road, and Beaver Road on the east, Natchez Creek, South Honcut Creek, Wilson Creek, Honcut Creek and Luckehe Road on the south.

Trustee Area 5 (South Chico, Paradise, Magalia):

Includes the communities of Chapmantown, Stirling Junction, Paradise, Magalia, and Nimshew. Generally, its boundaries are Dayton Road and Little Chico Creek on the west; Deer Creek Highway, Doe Mill Road, Powellton Road on the north; Little West Fork Feather River and West Branch Feather River on the east.

Trustee Area 6 (rural Butte County):

Includes the communities of Dayton, Durham, Nelson, Concow, Yankee Hill, Stirling City, Cohasset, Richardson Springs, Forest Ranch and North Chico.

Trustee Area 7 (Glenn County and areas west of Chico):

Includes the entire portion of Glenn County along with the area west of Chico including the community of Nord. The Butte County borders are generally: On the west, the Butte County line, on the east, State Highway 99, Sycamore Creek, Abbott Circle, and Catherine Court, Bay Avenue and Cussick Avenue, Henshaw Avenue, Guynn Avenue, Lindo Channel, Glenwood Avenue, Bidwell Avenue, Via Los Arboles, Pomona Avenue, McIntosh Avenue, and Dayton Road; and on the south, Willow Landing Road, and Dubock Slough.

The Superintendent/President shall submit recommendations to the Board regarding adjustments to be made to the boundaries of each trustee area, if any adjustment is necessary, after each decennial federal census. The Superintendent/President shall submit the recommendation in time for the Board to act as required by law.

See attached map

See Administrative Procedure 2100



BP 2105 Election of Student Board Member

References: Education Code Section 72023.5 and 72103

Adopted: May 28, 2008

Last Revised: ~~XXXX~~ 2025

Last Reviewed: May 18, 2018

The student member shall be elected by all the students of the student body in a general election held for that purpose. Normally an election will be held in the spring semester so that the office is filled by June 1. The student member may be recalled by all of the students of the student body in an election held for that purpose in accordance with the administrative procedures established by the Superintendent/President. ~~Candidates for the position may nominate themselves or be nominated by others by filing an application certifying that the candidate is eligible for service under the criteria set forth in California law and these policies.~~

If the student member position becomes vacant by reason of the resignation or disqualification of an elected student member~~;~~ by recall~~;~~ or for any other reasons~~;~~ the position will be filled in accordance with Administrative Procedure 2105 Election of Student Board Member. Candidates for the position may nominate themselves or be nominated by others by filing an application certifying that the candidate is eligible for service under the criteria set forth in California law and these policies.

See Administrative Procedure 2105.



BP 2110 Vacancies on the Board

References: Education Code Sections 5090, et seq.;
 Government Code 1770
Adopted: December 10, 2008
Last Revised:
Last Reviewed: May 16, 2018; ~~XXXX~~ 2025

Vacancies on the Board may be caused by any of the events specified in Government Code Section 1770 or any applicable provision in the Elections Code, or by a failure to elect. Resignations from the Board shall be governed by Education Code Section 5090.

Within sixty (60) days of the vacancy or filing of a deferred resignation, the Board shall either order an election, or make a provisional appointment to fill the vacancy. However, if the vacancy occurs within four months of the end of the member's term, the board may elect not to fill the position.

If an election is ordered, it shall be held on the next regular election date not less than 130 days after the occurrence of the vacancy.

If a provisional appointment is made, it shall be subject to the conditions in Education Code Section 5091. The person appointed to the position shall hold office only until the next regularly scheduled election for district governing board members, when the election shall be held to fill the vacancy for the remainder of the unexpired term. The provisional appointment will be made by a majority public vote of the board members at a public meeting.

The Superintendent/President shall establish administrative procedures to solicit applications that assure ample publicity to, and information for, prospective candidates. The Board will determine the schedule and appointment process, which may include interviews at a public meeting.

See Administrative Procedure 2110.



BP 2200 Board Duties and Responsibilities

References: ACCJC Accreditation Standard 4
Adopted: May 28, 2008
Last Revised: May 16, 2018; May 2022; XXXX 2025
Last Reviewed: May 16, 2018

The Board of Trustees governs on behalf of the citizens of the Butte-Glenn Community College District in accordance with the authority granted and duties defined in Education Code Section 70902.

The Board is committed to fulfilling its responsibilities to:

- Represent the public interest
- Establish policies that define the institutional mission and set prudent, ethical, and legal standards for college operations
- Assures the Board operates in an open, accessible, welcoming spirit, and maintains an inclusive, diverse, equitable, and anti-racist culture
- Establish policies that ensure the District operates in an inclusive, diverse, equitable, and anti-racist manner
- Hire and evaluate the ~~CEO~~Superintendent/President
- Delegate power and authority to the chief executive to effectively lead the district
- Assure fiscal health and stability
- Monitor institutional performance and educational quality
- Monitor student access and success
- Advocate and protect the district

There are no administrative procedures for this policy.



BP 2210 Officers

References: Education Code Section 72000

Adopted: May 28, 2008

Last Revised: October 10, 2018; XXXX 2025

Last Reviewed: October 10, 2018

At the District’s annual organizational meeting, the Board shall elect from among its members a president, a vice president, and a clerk. Election to each office will be for one year, and will be by a majority vote of the full Board. The Board does not have an official system of rotation of officers; it elects the officers each year from among all its members. In case an office of the Board becomes vacant, the Board will fill the vacancy for the unexpired term.

The duties of the president are to:

- Preside over all meetings of the Board;
- Call emergency and special meetings of the Board as required by law;
- Consult with the Superintendent/President on board meeting agendas;
- Communicate with individual board members about their responsibilities;
- Participate in the orientation process for new board members;
- Assure Board compliance with policies on board education, self-evaluation, and the Superintendent/President’s evaluation;
- Represent the Board at official events or ensure board representation.

The duties of the vice president are to:

- Preside over meetings and act in the absence of the president.

The duties of the clerk are to:

- Serve as the presiding officer of the Board in the absence of the president and vice president and serve as the official on documents which require the signature of the clerk.

The Superintendent/President shall serve as the secretary to the Board. The duties of the secretary are:

- Notify members of the Board of regular, special, emergency and adjourned meetings;
- Prepare and post Board meeting agendas;
- Have prepared for adoption minutes of Board meetings;
- Attend all Board meetings and closed sessions, unless excused, and in such cases to assign a designee;
- Conduct the official correspondence of the Board;
- Certify as legally required all board actions; and
- Sign, when authorized by law or by Board action, any documents that would otherwise require the signature of the secretary or the clerk of the Board.

The Administrative Assistant to the Superintendent/President will serve as the Board’s executive secretary in taking and distributing minutes.

There are no administrative procedures for this policy.



BP 2220 Committees of the Board

References: Government Code Section 54952

Adopted: May 28, 2008

Last Revised: October 10, 2018; ~~XXXX~~ 2025

Last Reviewed: October 10, 2018

The Board may by action establish committees that it determines are necessary to assist the Board in its responsibilities. Any standing committee established by Board action shall comply with the requirements of the Brown Act and with ~~these~~ policies regarding open meetings.

Board committees that are ~~ad hoc advisory, and are~~ composed solely of less than a quorum of the Board ~~membersthat are advisory,~~ are not required to comply with the Brown Act, or with ~~these~~ policies regarding open meetings unless they are standing committees.

Board committees have no authority or power to act on behalf of the Board. Findings or recommendations shall be reported to the Board for consideration.

There are no administrative procedures for this policy.



BP 2305 Annual Organizational Meeting

References: Education Code Section 72000(c)(2)(A)

Adopted: May 28, 2008

Last Revised: October 10, 2018; October 14, 2020; XXXX 2025

Last Reviewed: October 10, 2018; October 14, 2020

The annual organizational meeting of the Board will be held at ~~a regular meeting held after the second Friday in December of each calendar year~~ its December Board meeting. In years when Trustees are elected, the annual organizational meeting of the board will be held within 15 days after the second Friday in December. The purpose of the annual organizational meeting is to elect a ~~Board p~~President, ~~v~~Vice ~~p~~President, ~~C~~Clerk, and to conduct any other business as required by law or determined by the Board.

At the organizational meeting, ~~;~~ in even-numbered years, the Board will fix the day, time, and places for its regular meetings for the next two calendar years.

There are no administrative procedures for this policy.



BP 2310 Regular Meetings of the Board

References: Education Code Section 72000(d);
Government Code 54952.2, 54953 et seq., and 54961

Adopted: May 28, 2008

Last Revised: May 2022; September 2024; ~~XXXX 2025~~

Last Reviewed: October 10, 2018

Regular meetings of the Board shall be held as identified in the annual calendar adopted at the organizational meeting of the Board. Regular meetings shall normally be held at either the Butte Community College campus, at 3536 Butte Campus Drive, Oroville, California, or at the Glenn County Center, at 1366 Cortina Drive, Orland, California. The Board, upon a majority vote, may elect to amend the annual calendar and hold a regular or special meeting at an alternative site within the District that complies with applicable requirements as described below. ~~Such an alternative site must also provide for sufficient Wi-Fi capabilities to provide for the electronic broadcasting of the meeting.~~

A notice identifying the location, date, and time of each regular meeting of the Board shall be posted at least ten (10) days prior to the meeting and shall remain posted until the day and time of the meeting. All regular meetings of the Board shall be held within the boundaries of the District except in cases where the Board either is meeting with another local agency or is meeting with its attorney to discuss pending litigation if the attorney's office is outside the District, or is meeting during a proclaimed state of emergency.

All regular and special meetings of the Board shall be open to the public, be accessible to persons with disabilities, and otherwise comply with Brown Act provisions, except as required or permitted by law.

There are no administrative procedures for this policy.



BP 2315 Closed Sessions

References: Education Code Section 72122
Government Code Sections 54954.5, 54956.8, 54956.9, 54957, 54957.1; 54957.6, and 11125.4;

Adopted: May 28, 2008

Last Revised: September 2024; ~~XXXX 2025~~

Last Reviewed: October 10, 2018

Closed sessions of the Board shall-will only be held as permitted by applicable legal provisions including but not limited to the Brown Act, California Government Code, and California Education Code. Matters discussed in closed session may include:

- the appointment, employment, evaluation of performance, discipline or dismissal of a public employee;
- charges or complaints brought against a public employee by another person or employee, unless the accused public employee requests that the complaints or charges be heard in an open session. The employee shall be given at least twenty-four (24) hours written notice of the closed session;
- advice of counsel on pending litigation, or the initiation of litigation, as defined by law;
- consideration of tort liability claims as part of the District's membership in any joint powers agency formed for purposes of insurance pooling;
- real property transactions;
- threats to public security;
- review of the District's position regarding labor negotiations and giving instructions to the District's designated negotiator;
- discussion of student disciplinary action, with final action taken in public;
- conferring of honorary degrees;
- consideration of gifts from a donor who wishes to remain anonymous; ~~and~~
- to consider its response to a confidential final draft audit report from the Bureau of State Audits; and-
- to receive, confidentially discuss, and learn about cybersecurity risks, vulnerabilities, and threats facing the District.

The agenda for each regular or special meeting shall-will contain information regarding whether a closed session will be held and shall-will identify the topics to be discussed in any closed session in the manner required by law. After any closed session, the Board shall-will reconvene in open session before adjourning and shall-will announce any actions taken in closed session and the vote or abstention of every member present.

All matters discussed or disclosed during a lawfully held closed session and all notes, minutes, records or recordings made of such a closed session are confidential and shall-will remain confidential unless and until required to be disclosed by action of the Board or by law.

If any person requests an opportunity to present complaints to the Board about a specific employee, such complaints shall-will first be presented to the Superintendent/President. Notice shall-will be given to the employee against whom the charges or complaints are directed. If the complaint is not resolved at the administrative level, the matter shall-will be scheduled for a closed session of the Board. The

employee ~~shall~~will be given at least twenty-four (24) hours written notice of the closed session, and ~~shall~~will be given the opportunity to request that the complaints be heard in an open meeting of the Board.

There are no administrative procedures for this policy.