



**BOARD OF TRUSTEES
Notice of Regular Meeting**

Wednesday, October 14, 2026 | 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. John Blacklock, President
Mr. John Nock, Vice President
Mr. John Dahlmeier, Clerk
Mr. Mike Boeger
Mr. Rick Krepelka
Mr. Eugene Massa
Mr. William McGinnis
Mr. Samuel Ceja, Student Trustee

Pledge of Allegiance to the Flag

Page

1. Agenda Approval

2. Introduction of New Faculty

3. 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 three (3) minutes per topic, fifteen (15) minutes maximum for public speakers on any one subject, regardless of the number of speakers.

4. Approval of Consent Agenda

Items listed under the consent agenda are considered to be routine and are acted on by the Board

of Trustees in one motion.

4.1	Approval of Minutes 	5
4.2	Approval of Warrants 	10
4.3	Ratification of Contracts  Contracts Ratification Report 	11
4.4	Approval of New Courses 	20
4.5	Approval of New Programs 	22
4.6	Approval of Out-of-State Student Travel – Indianapolis, IN 	25
4.7	Approval of Use of Alcohol for Butte College Gala (Foundation) 	26
4.8	Approval and/or Ratification of Personnel Actions  Management <i>Employments</i> Academic Employees <i>At-will employments, temporary employments, and assignment</i> Classified Employees <i>Employments</i> Temporary Employees <i>Substitutes, professional experts, and volunteers</i>	27

5. Reports

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

6. Communications from the Public

At this time, members of the public have the opportunity to address the Board of Trustees on any item within the subject matter jurisdiction of the Board in accordance with *BP2350 Speakers*. Members of the community and employees wishing to address the Board of Trustees are asked to complete a “Public Comment” card and submit it to the Board’s Executive Assistant **prior** to the start of open session. In accordance with *BP 2350 Speakers*, each speaker will be allowed a maximum of three (3) minutes per topic, fifteen (15) minutes maximum for public speakers on any one subject, regardless of the number of speakers.

7.	Contracts	
7.1	Approval of Contracts 	30
	Contracts Approval Report 	
8.	Finance	
8.1	Approval to Award Design-Build Pre-Construction Services Contract for the Butte College Firearms Training Facility Project to United Building Contractors Inc. 	32
8.2	Declination of Proposed Gift of Real Property 	35
9.	Administrative Services	
9.1	Approval of Destruction of Disposable Records 	37
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10.	Instruction	
10.1	Open for Public Comment and Approval: College and Career Access Pathways (CCAP) Partnership Appendix 	40
11.	Administration	
11.1	Adoption of Board Policies 	41
	BP 2200 Board Duties and Responsibilities 	
	BP 2320 Special and Emergency Board Meetings 	
	BP 2732 Trustee Emeritus 	
	BP 3050 Institutional Code of Ethics 	
	BP 3100 Organizational Structure 	
	BP 3200 Accreditation 	
	BP 3250 Institutional Planning 	
	BP 3260 Outcomes Assessment 	
	BP 3280 Grants 	
	BP 3300 Public Records 	
	BP 3310 Records Retention and Destruction 	
	BP 3410 Nondiscrimination 	
	BP 3420 Equal Employment Opportunity 	
	BP 3430 Prohibition of Harassment 	
12.	Future Dates	
	11/18/2026 Regular Meeting Main Campus 1:00 p.m.	
	12/9/2026 Regular Meeting Main Campus 1:00 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 54957:

13.1 EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/COMPLAINT

Pursuant to Government Code Section 54956.95:

13.2 LIABILITY CLAIM – Update on claim against the District
Claimant: Martin, et al. vs. CCC, et al.

Agency: Butte-Glenn Community College District

13.3 LIABILITY CLAIM - Update on claim against the District
Claimant: Makenna Smith

Agency: Butte-Glenn Community College District

13.4 LIABILITY CLAIM - Update on claim against the District
Claimant: Ricardo Barriga-Figueroa and Jasmin Uroza Avalos

Agency: Butte-Glenn Community College District

13.5 LIABILITY CLAIM - Update on claim against the District
Claimant: Beth Jones, Guardian Ad Litem for Zachariah Beckman, a minor

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.



MINUTES OF REGULAR MEETING

September 9, 2026 | 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 9, 2026, at 1:00 p.m., in the District Board Room at Butte College in Oroville, California.

Board Members Present Mr. John Blacklock, President
Mr. John Nock, Vice President
Mr. John Dahlmeier, Clerk
Mr. Mike Boeger
Mr. Rick Krepelka
Mr. Eugene Massa
Mr. Samuel Ceja, Student Trustee

Board Members Absent Mr. William McGinnis

Staff Members Present Ms. Virginia L. Guleff, Superintendent/President
Mr. Erik Shearer, Assistant Superintendent/Vice President
Ms. Jessica Snelling, Vice President
Mr. Travon Robinson, 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

Board Clerk Dahlmeier led the Pledge of Allegiance.

1. Agenda Approval

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

Motion carried by the following roll call vote:

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

Nos: None

Abstentions: None

Absent: McGinnis

2. Measure J

2025-2026 Measure J Citizens' Bond Oversight Committee Annual Report, Item 2.1

Vice President Snelling introduced Measure J Citizens' Bond Oversight Committee Chair Sarah Houston to provide the committee's annual report. Chair Houston reported that during the 2025-2026 period, Measure J expenditures totaled \$10.9 million for Series C and \$1.1 million for Series D for major facility, infrastructure, safety, and accessibility improvements throughout the District.

Chair Houston reported that the annual independent financial and performance audit confirmed that Measure J bond funds were spent only on voter-approved projects and that the District remains in full compliance with Proposition 39. She concluded that the Measure J Citizens' Bond Oversight Committee certified compliance at their August 18, 2026, meeting.

3. Communications from the Public – Consent Agenda

There were no public comments.

4. Approval of Consent Agenda, Items 4.1-4.6

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

Motion carried by the following roll call vote:

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

Nos: None

Abstentions: None

Absent: McGinnis

5. Reports

Academic Senate President's Report – Irma Gonzalez Cuadros

Academic Senate President Gonzalez Cuadros reported that the Academic Senate held its first meeting of the semester where they approved numerous committee assignments. They also reviewed and approved the Curriculum Committee Charter. She reported that the Academic Senate intends to form a Software Approval Taskforce in response to ongoing delays with the software approval process. Academic Senate President Gonzalez Cuadros concluded her report by noting that the Academic Senate also reviewed and provided feedback on several administrative procedures (APs).

Classified Senate President's Report – Alan Burwell

Classified Senate President Burwell reported the Classified Senate is working on making committee appointments. So far, they have made 32 appointments to 44 seats. He reported that the Classified Senate provided College Council with feedback on several APs and is in the process of reviewing proposed changes to the strategic initiatives. Classified Senate President Burwell concluded by reporting that the Classified Senate Engagement Committee is working on events to go along with Homecoming including a swag swap.

Student Senate President's Report – Leo Salas

Student Senate President Salas reported that the Student Senate has met three times this academic year. They have six new senators and one remaining vacancy. He reported that the Student Senate is working on their advocacy program with the goal of getting more students involved in committees. The Student Senate also appointed their statewide senate representatives, as well as participating in events such as Roadrunner Rush, Welcome Week, and Club Rush.

Student Trustee Comments – Sam Ceja

Student Trustee Ceja reported that he attended the Community College League of California's (CCLC) student trustee workshop and found it very interesting, particularly the legislative aspect. He reported that he worked with other student trustees from around the state, and learned about "college hour" when time is set aside without classes to allow students to engage with college services. Student Trustee Ceja suggested that Butte College might benefit from doing college hour.

Vice President's Report – Jessica Snelling

Vice President Snelling reported that Butte College was one of five districts selected for a reserves audit by the State Controller's Office. The college's hard work on long-term financial and facilities planning contributed to a successful outcome with no findings or deficiencies.

Vice President Snelling reported that the 2026-2027 final budget is presented to the Board of Trustees for adoption on today's agenda. There are no substantial differences from the tentative budget adopted by the Board of Trustees in June. She indicated that the unrestricted general fund includes approximately \$114.9 million in revenue and \$114.2 million in ongoing expenditures, resulting in a projected ongoing operating budget surplus of approximately \$700,000. The budget also includes approximately \$4.4 million in one-time investments to support priority unit planning initiatives and operational needs. Vice President Snelling reported a correction [see attached documents] to the fiscal year 2026 projected ending fund balance and corresponding fiscal year 2027 beginning fund balance resulting in an increase of \$9,199,662, which will update the unrestricted 2026 general fund ending balance and 2027 unrestricted general fund beginning balance from \$37,558,373 to \$46,758,035. This correction does not change any of the fiscal year 2027 budgeted revenues, expenditures, appropriations, or underlying budget assumptions.

Superintendent/President's Report – Virginia Guleff

Superintendent/President Guleff started her report by congratulating Vice President Snelling and her team for their work on the audit. She also thanked the Senates for reporting all the participatory governance work their members are doing across the college.

Superintendent/President Guleff reported that she announced this year's "A Year of Inquiry" theme at Convocation, in advance of next year's 60th anniversary. The Butte Together climate surveys are one key avenue of this year's inquiry. AI is the other key avenue of inquiry; at Convocation the college worked together to apply Stanford's Human AI scale to several college processes.

Superintendent/President Guleff also reported on recent college events she attended including MESA students' research project presentations, the Foundation Scholarship Awards Ceremony, and the cosmetology program certificate ceremony. She reported that representatives from the Chancellor's Office and California Department of Finance recently toured the college and that Senator Megan Dahle, a supporter of rural education, also recently visited.

Superintendent/President Guleff reported that she'll attend the Futures Summit and host a panel on agentic AI in higher education later in the week. She concluded by announcing Butte College Homecoming on September 26, and inviting the trustees to join her at the football game.

Board Comments

Trustee Massa reported that forecasters are projecting a very wet El Niño winter and recommended that the college help students to be prepared. Board Vice President Nock reported that the Butte County Association of Governments is examining the B-Line bus routes in Chico; he encouraged college staff to get involved. Trustee Boeger commended Small Business Development Center Sophie Konuwa for her long career at Butte College, noting that her retirement is listed in today's agenda. Trustee Krepelka expressed interest in learning about the state of student mental health and related college support services. Board President Blacklock reported that he attended Convocation and enjoyed the format.

6. Communications from the Public

There were no public comments.

7. Contracts

Approval of Contracts, Item 7.1

It was moved by Board Vice President Nock, seconded by Trustee Massa, 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 Blacklock, Nock, Dahlmeier, Boeger, Krepelka, Massa, and Ceja (advisory vote)

Nos: None

Abstentions: None

Absent: McGinnis

Approval of Contract to Purchase Digital Marketing Services from Carnegie Dartlet, LLC utilizing Foundation for California Community Colleges Agreement Number 00008099, Item 7.2

It was moved by Trustee Massa, seconded by Board Clerk Dahlmeier, to approve the contract to purchase Digital Marketing Services from Carnegie Dartlet, LLC utilizing Foundation for California Community Colleges Agreement Number 00008099, in accordance with Board Policy 6340.

Motion carried by the following roll call vote:

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

Nos: None

Abstentions: None

Absent: McGinnis

8. Finance

Public Hearing and Adoption of 2026-2027 Final Budget, Item 8.1

Board President Blacklock opened the public hearing on the adoption of the 2026-2027 final budget. Hearing no comment, he closed the hearing.

It was moved by Trustee Krepelka, seconded by Board Clerk Dahlmeier, to adopt the 2026-2027 final budget with the updated unrestricted general fund beginning fund balance of \$46,758,035.

Motion carried by the following roll call vote:

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

Nos: None

Abstentions: None

Absent: McGinnis

9. Administration

Proposed Revisions of Board Policies, Item 9.1

Board Policy Committee Chair Dahlmeier reported that the Board Policy Committee met in August and recommended revisions to the board policies listed in the agenda. The policies will return to the board for adoption at the October 14, 2026, meeting.

10. Closed Session

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

11. **Adjournment**

Board President Blacklock adjourned the meeting at 2:11 p.m.

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

October 14, 2026

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 August 28, 2026 to September 30, 2026.

Type of Warrant	Quantity of Checks	Total
Vendor	1,106	\$24,718,525
Payroll	92	\$8,891,494
Financial Aid	3,699	\$6,194,436

Warrant registers are available for review in the Business Office.

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

October 14, 2026

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 months of August and September 2026. 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/September 2026

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source	Originated by: District Department	Approved by: District Administrator
9/26/26	9/26/26	Eclectic Sound DJ's	DJ Services for Homecoming Event	(\$500.00)	Unrestricted General	President's Office	Guleff
9/11/26	10/23/27	North Carolina State University, College of Education	PACE Climate Survey for Community Colleges	(\$6,587.50)	Unrestricted General	President's Office	Guleff
10/1/26	12/31/26	PPL, Inc.	Consulting Services for Student Services Division Assessment Phase 2	(\$47,000.00)	Unrestricted General	President's Office	Guleff
8/1/26	6/30/27	Creative Imaging	Photography Services	(\$10,000.00)	Unrestricted General	Public Relations	Guleff
10/1/26	9/30/28	Meltwater News Us, Inc.	Media and Social Media Monitoring Platform Subscription	(\$30,200.00)	Unrestricted General	Public Relations	Guleff
10/23/26	10/22/29	Instructure, Inc.	Transcript and Diploma Services Digital and Print	Expense based on Transactions	Unrestricted General	Admissions and Records	Robinson
7/1/26	6/30/27	XAP, LLC	Client Information and Participation Agreement for eTranscript California System	\$0.00	N/A	Admissions and Records	Robinson
8/12/26	8/11/29	Chico Creative Reuse	Work Experience Education Program	\$0.00	N/A	Career Center	Robinson
8/24/26	Until Terminated	Chico Creative Reuse	Federal Work-Study Program	Expense based on Student Employees, Rate of Pay, and Hours Worked	Restricted General	Career Center	Robinson
9/15/26	6/30/27	PRIDE Industries	Career Catalyst Worksite Agreement for Roadmap for Impact, Success, and Employment (RISE) Program Participants	\$0.00	N/A	Career Center	Robinson
Upon Payment	One Year	Kahoot! AS	Kahoot! Services and Platform License	(\$1,068.77)	Restricted General	Disabled Student Programs & Services	Robinson
10/1/26	6/30/27	SignGlasses, LLC	Sign Language Interpretation Services, Virtual Captioning, and User/Device Management Software	Expense based on Services and Equipment Usage	Restricted General	Disabled Student Programs & Services	Robinson
7/1/26	6/30/28	Gravyty, Inc., on behalf of its Affiliate, Career America, LLC dba Ocelot	GetAnswers, GetSAP, Chatbot, LiveChat, and Texting Subscriptions	(\$118,622.40)	Restricted General	Financial Aid	Robinson
7/15/26	7/14/31	Educational Credit Management Corporation	Loan Delinquency Counseling Services and LoanTracker	(\$55,500.00)	Unrestricted General	Financial Aid	Robinson
9/24/26	9/24/27	Ladybird S.R.L.	WeUni Advertising and Marketing Services	(\$10,000.00)	Unrestricted General	International Student Recruitment & Services	Robinson
9/1/26	9/21/26	California TV Holdings, Inc.	Television Advertisements for Homecoming Event	(\$1,305.00)	Unrestricted General	Marketing	Robinson
10/1/26	9/30/27	California TV Holdings, Inc.	Television Advertisements	(\$15,365.00)	Unrestricted General	Marketing	Robinson
9/15/26	9/14/27	Carnegie Dartlet, LLC	Digital Marketing Professional Services	(\$150,000.00)	Unrestricted General	Marketing	Robinson
10/1/26	9/30/27	Deer Creek Broadcasting, LLC	Radio and Digital Advertisements for Annual Marketing Campaign	(\$24,000.00)	Unrestricted General	Marketing	Robinson
5/1/26	7/31/26	Marlena Sparkman DBA NorCal Shoppers	Glenn County Shopper Quarter Page Advertisement	(\$514.25)	Unrestricted General	Marketing	Robinson
9/1/26	9/21/26	MaxAir Media, LLC	Television Advertisements for Homecoming Event	(\$1,695.00)	Unrestricted General	Marketing	Robinson
10/1/26	9/30/27	MaxAir Media, LLC	Television Advertisements	(\$14,635.00)	Unrestricted General	Marketing	Robinson
9/15/26	10/31/26	Stephanie Kay Films	Videography Services for General Awareness Campaign	(\$8,500.00)	Unrestricted General	Marketing	Robinson
9/12/26	9/13/26	Best Western PLUS Sonora Oaks Hotel and Conference Center	Acorn Festival Trip Lodging	(\$1,177.97)	Restricted General	Native American Center	Robinson
9/30/26	9/30/26	Irvin Watkins	Music Performance for Orange Shirt Day	(\$50.00)	Restricted General	Native American Center	Robinson
9/25/26	9/26/26	Holiday Inn Express Ashland Oregon	Students Trip Lodging	(\$3,203.48)	Restricted General	Puente Program	Robinson
10/7/26	10/7/26	Sawyer McAvoy	Nursing Faculty Training	(\$250.00)	Restricted General	Queer Resource Center	Robinson
11/23/26	11/23/26	Sawyer McAvoy	Safe Zone Training	(\$1,000.00)	Restricted General	Queer Resource Center	Robinson

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

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

August/September 2026

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source	Originated by: District Department	Approved by: District Administrator
10/16/26	10/18/26	Sierra Nevada Journeys	Student and Staff Retreat Venue	(\$15,200.00)	Restricted General	Student Belonging & Empowerment	Robinson
9/1/26	11/30/26	Strata Information Group, Inc.	Slate Text Verification and Engagement Management Services	(\$2,890.00)	Unrestricted General	Student Enrollment Services	Robinson
7/1/26	6/30/31	PyraMed Health Systems, Inc.	PyraMED Cloud Edition Software License & Services to provide Electronic Medical Record System	(\$11,679.71)	Restricted General	Student Health Clinic	Robinson
9/1/26	8/30/27	The Regents of the University of Michigan	Healthy Minds Study Research Agreement	\$0.00	N/A	Student Health Clinic	Robinson
9/2/26	9/1/31	Unilab Corporation dba Quest Diagnostics	Clinical Laboratory Services for Students	(\$2,500.00)	Restricted General	Student Health Clinic	Robinson
9/23/26	9/23/26	Antonijitos De Los Buenos	Food Vendor for Belonging at Butte Event	(\$1,040.00)	Fiduciary	Student Life	Robinson
9/23/26	9/23/26	Corning Sweets	Food Vendor for Belonging at Butte Event	(\$885.00)	Fiduciary	Student Life	Robinson
9/23/26	9/24/26	Custom Events, Inc.	Activities Equipment for Belonging at Butte and Spirit Day Events	(\$5,054.28)	Fiduciary	Student Life	Robinson
9/23/26	9/23/26	Enriquez Entertainment	DJ Services for Belonging at Butte Event	(\$600.00)	Fiduciary	Student Life	Robinson
9/23/26	9/23/26	NikNek Lemonade, LLC	Food Vendor for Belonging at Butte Event	(\$1,580.00)	Fiduciary	Student Life	Robinson
9/23/26	9/23/26	Tacos El Grullense	Food Vendor for Belonging at Butte Event	(\$500.00)	Fiduciary	Student Life	Robinson
9/30/26	9/30/26	Idalin Bobe dba Intersectional Impact, LLC	"Project Management, Critical Thinking, and Human Agency in the Age of AI" for BC Speaker Series	(\$3,000.00)	Unrestricted General	U in Butte	Robinson
10/6/26	10/6/26	Maria Teresa Frias Cardenas	Presentation "Serving Latinx College Students: A Developing Framework" for HSI Conference	(\$3,000.00)	Unrestricted General	U in Butte	Robinson
8/13/26	8/13/26	Thrive Synergy Solutions	"Generational Diversity" for BC Speaker Series	(\$500.00)	Unrestricted General	U in Butte	Robinson
10/9/26	10/9/26	UndocuScholars, LLC	Undocu Advocate Training for Faculty and Staff	(\$2,000.00)	Restricted General	UndocuCenter	Robinson
8/17/26	6/30/28	Chico Unified School District	College Connection Program	\$100.00/High School Student	Restricted General	Welcome Center	Robinson
8/13/26	8/13/26	Churros Daisy	Food Vendor for Roadrunner Rush Event	(\$700.00)	Restricted General	Welcome Center	Robinson
10/4/26	10/25/26	Feather River Recreation and Park District	Tabling and Outreach at the Fall Concert Series	(\$100.00)	Unrestricted General	Welcome Center	Robinson
8/17/26	6/30/28	Oroville Union High School District	College Connection Program	\$100.00/High School Student	Restricted General	Welcome Center	Robinson
7/1/26	9/30/29	Etudes, Inc.	CourseEval HQ and Adjust-All HQ License and Support Services	(\$21,515.00)	Unrestricted General	Academic Technology Services	Shearer
7/1/26	6/30/27	Instructure, Inc.	Canvas Phone Support for Students and Faculty	(\$6,415.80)	Unrestricted General	Academic Technology Services	Shearer
7/1/26	6/30/27	Instructure, Inc.	Intelligent Insights Subscription	(\$9,500.00)	Unrestricted General	Academic Technology Services	Shearer
8/1/26	6/30/28	Instructure, Inc.	Canvas Credentials Subscription	(\$13,540.00)	Unrestricted General	Academic Technology Services	Shearer
8/17/26	8/16/28	American Medical Response, Inc.	Clinical Experience Agreement	\$0.00	N/A	Allied Health	Shearer
8/17/26	5/31/27	Dr. Sidarth Bagga	Medical Guidance and Assistance for Program Director and Director Clinical Education	(\$10,000.00)	Unrestricted General	Allied Health	Shearer
10/10/26	10/10/26	Durham Parks and Recreation District	Special Needs Carnival Venue	\$0.00	N/A	Allied Health	Shearer
9/28/26	11/4/26	John Meek	"the Who, the Where, the Why" Art Exhibit	\$0.00	N/A	Arts	Shearer
10/14/26	5/21/27	Michael Johnson	Lighting Technical Services for Fall 26 and Spring 27 Theatrical Productions	(\$4,000.00)	Unrestricted General	Arts	Shearer
8/24/26	9/30/26	Paula McCoy Kaplan	Paula Kaplan Painting Joy Art Exhibit	\$0.00	N/A	Arts	Shearer
7/31/26	7/30/29	Agile Sports Technologies, Inc. dba Hudl	Video and Data Analysis Platform Hardware and Software Subscriptions	(\$75,000.00)	Unrestricted General	Athletics	Shearer
9/1/26	12/16/26	Alex Garcia	Game Manager for Home Football Games	(\$2,500.00)	Unrestricted General	Athletics	Shearer
9/23/26	9/26/26	Chico Stage Lighting Company	Pipe and Drape Installation for Athletics Hall of Fame	(\$320.00)	Foundation Agency Account	Athletics	Shearer

Butte-Glenn Community College District

CONTRACTS RATIFICATION REPORT

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

August/September 2026

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source	Originated by: District Department	Approved by: District Administrator
8/1/26	6/30/27	Chico Unified School District	As Needed Facilities Use	Expense based on Use Fees and Charges	Unrestricted General	Athletics	Shearer
9/5/26	12/16/26	Damon Pound	Football Game Announcer	(\$330.00)	Unrestricted General	Athletics	Shearer
8/10/26	12/18/26	David Silverstein	Statistician for Football	(\$1,500.00)	Unrestricted General	Athletics	Shearer
8/29/26	12/23/26	Deer Creek Broadcasting, LLC	Radio Broadcast of Football Games	(\$5,000.00)	Unrestricted General	Athletics	Shearer
8/20/26	12/12/26	Enloe Medical Center	Standby Ambulance Service for Football Games	(\$5,000.00)	Unrestricted General	Athletics	Shearer
8/1/26	6/30/27	FLEX Performance, LLC	As Needed Athletic Training Services (not to exceed 100 hours)	(\$87.00)/Hour	Unrestricted General	Athletics	Shearer
8/17/26	12/16/26	Johnathan Conn	Videography for Football Games	(\$1,500.00)	Unrestricted General	Athletics	Shearer
7/1/26	6/30/27	Medbridge, Inc.	Medbridge Elite Subscription	(\$738.00)	Unrestricted General	Athletics	Shearer
10/2/26	10/2/26	Oroville Union High School District	Soccer Match Venue	(\$250.00)	Unrestricted General	Athletics	Shearer
7/27/26	9/18/26	Sorinex Exercise Equipment, Inc.	As Needed Inspection, Maintenance, and Relocation of Exercise Equipment and Flooring in Weight Training Facility	(\$5,000.00)	Unrestricted General	Athletics	Shearer
9/1/26	8/31/27	Certus Holdco, Inc.	Automotive Service Bundle and Automotive Lift Institute Lifting It Right Bundle School Credential Editions Subscriptions	(\$744.00)	Unrestricted General	Automotive Technology	Shearer
9/29/26	Upon Payment	Elite Equipment Solutions LLC	ADASLink Subscription for Diagnostic and Calibration Tool	(\$2,731.25)	Unrestricted General	Automotive Technology	Shearer
Upon Download	One Year	Bosch Automotive Service Solutions LLC	ADASLink Software License	\$0.00	Unrestricted General	Automotive Technology	Shearer
Upon Download	Until Terminated	iWorx Systems, Inc.	LabScribe Software	\$0.00	N/A	Biology	Shearer
7/1/26	6/30/27	American Chemical Society dba ACS Institute	Lab Safety Training for Instructors and Student Assistants	(\$1,250.00)	Unrestricted General	Chemistry	Shearer
License Activation	One Year	CompTIA, Inc.	Ethical Hacker, Cloud+ CertMaster Performance, and Security Student Software	(\$13,026.00)	Unrestricted General	Computer Science	Shearer
Upon Download	Until Terminated	Coursera, Inc.	Online Learning Platform	\$0.00	N/A	Computer Science	Shearer
8/10/26	Until Terminated	Bluebeam, Inc.	Bluebeam Revu 20 Software License	\$0.00	N/A	Construction	Shearer
7/1/26	5/31/27	Abernathy-VM Services, LLC	California Resilient Careers in Forestry Project	(\$10,000.00)	Restricted General	Contract Education	Shearer
6/1/26	6/30/28	Academy Trained	Paradise Resilient Infrastructure and Sustainable Education Center (Paradise RISE Center) Project	(\$97,200.00)	Restricted General	Contract Education	Shearer
7/1/26	5/31/27	Academy Trained	California Resilient Careers in Forestry Project	(\$226,800.00)	Restricted General	Contract Education	Shearer
8/22/26	12/31/26	Butte County Fire Safe Council	Meeting Coordination and Facilitation Services	\$7,500.00	Restricted General	Contract Education	Shearer
10/28/26	10/28/26	Butte County Public Health	Employee Training	\$700.00	Restricted General	Contract Education	Shearer
10/1/26	12/31/31	City of Chico	Use of Facilities to conduct Utility Line Clearance Arborist Training	\$0.00	N/A	Contract Education	Shearer
7/1/26	5/31/27	College of the Sequoias	California Resilient Careers in Forestry Project	(\$44,000.00)	Restricted General	Contract Education	Shearer
7/1/26	5/31/27	Davey Resource Group, Inc.	California Resilient Careers in Forestry Project	(\$54,100.00)	Restricted General	Contract Education	Shearer
7/1/26	6/30/27	DPMG Group	Training Delivery Services	(\$32,000.00)	Restricted General	Contract Education	Shearer
7/1/26	5/31/27	Emiliano Jimenez Consulting	California Resilient Careers in Forestry Project	(\$71,500.00)	Restricted General	Contract Education	Shearer
8/17/26	5/31/27	Emiliano Jimenez Consulting	California Resilient Careers in Forestry Project Amendment to Invoicing Terms	\$0.00	Restricted General	Contract Education	Shearer
7/1/26	6/30/27	Emiliano Jimenez Consulting	Training Delivery Services	(\$40,000.00)	Restricted General	Contract Education	Shearer
7/1/26	6/30/27	Emiliano Jimenez Consulting	Industry Driven Regional Collaborative (IDRC) Project	(\$78,000.00)	Restricted General	Contract Education	Shearer
7/1/26	5/31/27	Eocene Environmental Group of the West, Inc.	California Resilient Careers in Forestry Project	(\$61,000.00)	Restricted General	Contract Education	Shearer

Butte-Glenn Community College District

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7/1/26	5/31/27	Family Tree Service, Inc.	California Resilient Careers in Forestry Project	(\$16,000.00)	Restricted General	Contract Education	Shearer
7/1/26	6/30/27	Good Well Consulting, Inc.	Training Delivery Services	(\$20,000.00)	Restricted General	Contract Education	Shearer
8/5/26	6/30/27	Good Well Consulting, Inc.	Training Delivery Services Amendment to Fees and Scope of Services	(\$2,300.00)	Restricted General	Contract Education	Shearer
7/1/26	5/31/27	International Arborist Institute	California Resilient Careers in Forestry Project	(\$16,900.00)	Restricted General	Contract Education	Shearer
7/1/26	6/30/27	International Arborist Institute	Paradise Resilient Infrastructure and Sustainable Education Center (Paradise RISE Center) Project	(\$55,000.00)	Restricted General	Contract Education	Shearer
7/1/26	6/30/27	Jamie Grettum	Training Delivery Services	(\$5,000.00)	Restricted General	Contract Education	Shearer
9/21/26	10/26/27	Johns Manville	Employer Participation Agreement Employment Training Panel (ETP) Training Project	(Actual ETP Reimb. Earned)	Restricted General	Contract Education	Shearer
7/1/26	6/30/27	Jonathan Clark	Training Delivery Services	(\$25,000.00)	Restricted General	Contract Education	Shearer
7/1/26	6/30/27	Leadership & Training Concierge	Training Delivery Services	(\$40,000.00)	Restricted General	Contract Education	Shearer
7/1/26	6/30/27	Leaf A Legacy, LLC	Training Delivery Services	(\$2,500.00)	Restricted General	Contract Education	Shearer
9/29/26	10/26/27	Lignetics Holdings	Employer Participation Agreement Employment Training Panel (ETP) Training Project	(Actual ETP Reimb. Earned)	Restricted General	Contract Education	Shearer
9/4/26	12/31/26	Los Rios Community College District	Utility Line Clearance Arborist Training	\$41,250.00	Restricted General	Contract Education	Shearer
8/10/26	10/26/27	Mains'l California LLC dba Mains'l Services	Employer Participation Agreement Employment Training Panel (ETP) Training Project	(Actual ETP Reimb. Earned)	Restricted General	Contract Education	Shearer
6/1/26	5/31/27	Mendocino-Lake Community College District	California Resilient Careers in Forestry Project	(\$14,522.63)	Restricted General	Contract Education	Shearer
8/20/26	6/15/28	Mendocino-Lake Community College District	California Community Colleges California Conservation Corps Partnership	(\$34,000.00)	Restricted General	Contract Education	Shearer
6/1/26	6/30/28	Mountain F. Enterprises	Paradise Resilient Infrastructure and Sustainable Education Center (Paradise RISE Center) Project	(\$248,040.00)	Restricted General	Contract Education	Shearer
7/9/26	5/31/27	Mountain F. Enterprises	California Resilient Careers in Forestry Project Amendment to Fees	(\$208,552.00)	Restricted General	Contract Education	Shearer
9/8/26	9/30/26	Mountain F. Enterprises	Employer Participation Agreement Employment Training Panel (ETP) Training Project	(\$87,479.00)	Restricted General	Contract Education	Shearer
9/23/26	3/30/27	Oroville Hospital	Employer Participation Agreement Employment Training Panel (ETP) Training Project	(\$34,293.00)	Restricted General	Contract Education	Shearer
7/1/26	6/30/27	Ria Collaboratories	Training Delivery Services	(\$20,000.00)	Restricted General	Contract Education	Shearer
8/10/26	6/30/27	Ria Collaboratories	Training Delivery Services Amendment to Fees and Scope of Services	(\$2,300.00)	Restricted General	Contract Education	Shearer
7/1/26	6/30/27	Scott Dinits	Training Delivery Services	(\$2,000.00)	Restricted General	Contract Education	Shearer
9/2/26	6/30/27	Scott Dinits	Training Delivery Services Amendment to Fees	(\$3,500.00)	Restricted General	Contract Education	Shearer
7/1/26	6/30/27	Shawn Volland	Training Delivery Services	(\$5,000.00)	Restricted General	Contract Education	Shearer
9/8/26	6/15/28	Siskiyou Joint Community College District	California Community Colleges California Conservation Corps Partnership	(\$21,000.00)	Restricted General	Contract Education	Shearer
7/1/26	5/31/27	Swederski's Independent Consulting, LLC	California Resilient Careers in Forestry Project	(\$88,000.00)	Restricted General	Contract Education	Shearer
7/1/26	6/30/27	Thrive Synergy Solutions	Training Delivery Services	(\$10,000.00)		Contract Education	Shearer
8/28/26	6/30/27	Town of Paradise	Employee Training	\$5,970.00	Restricted General	Contract Education	Shearer
8/20/26	10/26/27	Tuscany Cookies, LLC	Employer Participation Agreement Employment Training Panel (ETP) Training Project	(Actual ETP Reimb. Earned)	Restricted General	Contract Education	Shearer
6/25/26	12/31/28	Utility Arborist Association	Scholarship Support Services for PG&E EOVM Program Management Enhanced PI Training Project to provide Utility Line Clearance Arborist Training (ULCAT) and Utility Vegetation Management Pre-Inspector (UVMPI) Training Amendment increasing Compensation	(\$1,380,000.00)	Restricted General	Contract Education	Shearer
7/1/26	5/31/27	Utility Arborist Training Group, LLC	California Resilient Careers in Forestry Project	(\$200,000.00)	Restricted General	Contract Education	Shearer

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Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source	Originated by: District Department	Approved by: District Administrator
7/1/26	6/30/27	Glenn County Health & Human Services Agency	Foster and Kinship Care Education Program Collaboration	\$0.00	N/A	Foster Kinship Care Education Program	Shearer
7/15/26	6/29/27	Marin Hambley	Curriculum Development and Trainings for Resource Family Applicants	(\$2,610.00)	Restricted General	Foster Kinship Care Education Program	Shearer
7/15/26	6/29/27	Sara Gordon	Curriculum Development and Trainings for Resource Family Applicants	(\$3,600.00)	Restricted General	Foster Kinship Care Education Program	Shearer
7/15/26	6/29/27	Senta Burton Consulting	Curriculum Development and Trainings for Resource Family Applicants	(\$3,600.00)	Restricted General	Foster Kinship Care Education Program	Shearer
7/15/26	6/30/27	Stephanie Hawkins	Curriculum Development and Trainings for Resource Family Applicants	(\$5,170.00)	Restricted General	Foster Kinship Care Education Program	Shearer
9/4/26	6/29/27	Miranda Johnson	Curriculum Development and Trainings for Resource Family Applicants	(\$3,525.00)	Restricted General	Foster/Kinship Care Education Program	Shearer
8/31/26	8/31/27	GoEngineer, LLC	Solidworks Educational Network Support	(\$4,000.00)	Unrestricted General	Industrial Technology Programs	Shearer
8/31/26	8/31/27	Dassault Systemes	Solidworks License and Services	\$0.00	Unrestricted General	Industrial Technology Programs	Shearer
7/28/26	6/30/27	Fitguard, Inc.	As Needed Maintenance, Inspection, and Repair Services for Fitness Equipment and Protective Padding in the Gymnasium Weight Room and Fitness Center	(\$10,000.00)	Unrestricted General	Kinesiology	Shearer
9/29/26	10/30/27	Educational Broadband Service LLC d/b/a Mobile Beacon	Wi-Fi Hotspots	(\$13,080.00)	Restricted General	Library	Shearer
8/17/26	Until Terminated	Kanopy, Inc.	Master Service Agreement	\$0.00	Unrestricted General	Library	Shearer
8/29/26	8/28/27	Kanopy, Inc.	Kanopy Base Subscription Digital Video Streaming Service	(\$4,130.08)	Unrestricted General	Library	Shearer
Upon Download	One Year	OCLC, Inc.	Worldshare Inter-Library Loan Service Agreement	(\$588.20)	Unrestricted General	Library	Shearer
Account Activation	Until Terminated	MyOpenMath	Mathematics and Quantitative Courses Platform	\$0.00	N/A	Mathematics	Shearer
8/1/26	7/31/27	The NROC Project	EdReady Online Learning Platform Membership	(\$15,000.00)	Restricted General	Mathematics	Shearer
12/15/26	12/15/26	Paradise Alliance Church	Nurse Pinning Ceremony Venue	(\$1,420.00)	Unrestricted General	Nursing	Shearer
5/25/27	5/25/27	Paradise Alliance Church	Nurse Pinning Ceremony Venue	(\$925.00)	Unrestricted General	Nursing	Shearer
8/6/26	8/6/26	Paradise Alliance Church	Fish & Wildlife Academy Graduation Venue	(\$1,420.00)	Unrestricted General	Public Safety Education & Training	Shearer
7/1/26	6/30/27	State of California Commission on Peace Officer Standards & Training	Emergency Vehicle Operations Course (EVOC) Training for Law Enforcement Academy	\$195,000.00	Capital	Public Safety Education & Training	Shearer
9/15/26	6/30/27	Western Extrication Specialists, Inc.	Inspection and Preventative Maintenance on Rescue Equipment	(\$1,458.54)	Unrestricted General	Public Safety Education & Training	Shearer
7/1/26	12/31/26	Advanced Document Concepts	Copier Equipment Maintenance for Small Business Development Center	(\$400.00)	Restricted General	Small Business Development Center	Shearer
7/1/26	6/30/27	City of Chico	Community Development Block Grant Funds Economic Development Activity	\$60,000.00	Restricted General	Small Business Development Center	Shearer
7/27/26	12/31/26	Redding Direct, LLC	Business Consulting and Training Amendment to Fees	\$6,000.00	Restricted General	Small Business Development Center	Shearer
7/27/26	12/31/26	Ronn Van Dusen	Business Consulting and Training Amendment to Fees	(\$15,000.00)	Restricted General	Small Business Development Center	Shearer
9/18/26	12/31/26	Ronn Van Dusen	Business Consulting and Training Amendment to Fees	(\$15,000.00)	Restricted General	Small Business Development Center	Shearer

Butte-Glenn Community College District
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8/29/26	6/30/27	California Vocations, Inc.	Instructional Service Agreement to provide Community Partners in Education Courses	(\$25,120.00)	Unrestricted General	Special Programs	Shearer
8/5/26	6/30/27	Mains'l Services, Inc.	Instructional Service Agreement to provide Community Partners in Education Courses	(\$70,960.00)	Unrestricted General	Special Programs	Shearer
9/1/26	6/30/29	Corporation for Education Network Initiatives and San Diego Community College District	Internet2 DDoS Mitigation	(\$116,960.00)	Restricted General	CCC Technology Center	Snelling
8/31/26	8/30/27	Figma, Inc.	Organization Full, Development, and Collaboration Seats License	\$116,960.00 (\$5,280.00)	Restricted General	CCC Technology Center	Snelling
9/1/26	6/30/26	Higher Digital Inc.	Consulting and Advisory Services for Reimagine CCCApply Project Amendment to Fees	(\$13,391.66)	Restricted General	CCC Technology Center	Snelling
9/1/26	8/31/27	L-Soft International, Inc.	ListPlex License	(\$8,000.00)	Restricted General	CCC Technology Center	Snelling
6/16/26	6/15/27	MiraCosta Community College District	Reimbursement for 10GB CENIC-Hosted Oracle Connection with 2x 10G Handoffs	\$2,692.44	Restricted General	CCC Technology Center	Snelling
8/20/26	8/19/27	Passage Technology, LLC	Milestones PM+ and Lookup Helper Subscription	(\$3,360.00)	Restricted General	CCC Technology Center	Snelling
7/8/26	12/15/26	Public Consulting Group, LLC	Professional Services for Development Efforts for eTranscript Pilot Program, and Tools, Code, and Infrastructure for a Pilot Demonstration	\$62,500.00	Restricted General	CCC Technology Center	Snelling
8/1/26	6/30/27	Public Health Institute - Pacific ADA Center	Virtual ADA Coordinator Training	(\$1,915.17)	Restricted General	CCC Technology Center	Snelling
8/1/26	7/30/27	Savant Solutions, Inc.	AI-Native Digital Identity Verification and Fraud Prevention Platform and Support Services	(\$118,820.00)	Restricted General	CCC Technology Center	Snelling
8/20/26	Upon Payment	SHI International Corporation	Adobe Acrobat Sign Solutions for Enterprise	(\$4,585.00)	Restricted General	CCC Technology Center	Snelling
10/19/26	10/18/27	Adobe, Inc.	Adobe Acrobat Sign License	\$0.00	Restricted General	CCC Technology Center	Snelling
9/14/26	Upon Payment	SHI International Corporation	TechSmith Snagit/Camtasia Subscription	(\$189.03)	Restricted General	CCC Technology Center	Snelling
10/5/26	10/5/27	TechSmith Corporation	Camtasia and Snagit License	\$0.00	Restricted General	CCC Technology Center	Snelling
8/18/26	6/30/26	Sign Language Interpreting Services Agency, Inc. DBA Wilder Interpreting Services	American Sign Language (ASL) Interpreters for Zoom Meetings Amendment Increasing Cost	(\$1,150.00)	Restricted General	CCC Technology Center	Snelling
7/2/26	12/1/27	Tyk Technologies, Inc.	Tyk Launch Global and Federation Licenses and Support	(\$48,188.00)	Restricted General	CCC Technology Center	Snelling
8/29/26	8/28/27	Zendesk, Inc.	ZenDesk Suite Professional Subscription	(\$53,820.00)	Restricted General	CCC Technology Center	Snelling
8/5/26	8/31/26	A Plus Utility Locating, LLC	Water Main Repair at Facilities	(\$580.00)	Capital	Facilities Planning and Management	Snelling
8/17/26	12/31/26	ACCO Engineered Systems	Lighting Relay Replacement in Parking Lot 1	(\$3,120.00)	Measure J	Facilities Planning and Management	Snelling
8/27/26	12/31/26	ACCO Engineered Systems	Troubleshoot and Repair Control Program at Learning Resource Center and Chico Center	(\$3,262.00)	Measure J	Facilities Planning and Management	Snelling
9/28/26	12/31/26	ACCO Engineered Systems	HVAC Pump #2 Repair at Learning Resource Center	(\$3,014.00)	Unrestricted General	Facilities Planning and Management	Snelling
10/1/26	12/31/26	ACCO Engineered Systems	HVAC Assembly #1 Repair at Learning Resource Center	(\$3,917.00)	Unrestricted General	Facilities Planning and Management	Snelling

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11/2/26	6/30/27	ACCO Engineered Systems	Annual Chiller Inspections	(\$28,950.00)	Unrestricted General	Facilities Planning and Management	Snelling
7/1/26	6/30/31	Advanced Chemical Transport, LLC	Chemical and Used Oil Waste Disposal Services	Expenses based on case by case disposal	Various	Facilities Planning and Management	Snelling
9/1/26	12/30/26	Advanced Document Concepts	Printing Services Equipment Maintenance	(\$2,441.00)	Unrestricted General	Facilities Planning and Management	Snelling
11/23/26	1/31/27	Advanced Integrated Pest Management	Bat Exclusion Work at Library	(\$9,999.00)	Capital	Facilities Planning and Management	Snelling
8/1/26	6/30/31	AssetWorks USA, Inc.	Asset and Fleet Management Software	(\$70,657.62)	Unrestricted General	Facilities Planning and Management	Snelling
6/1/27	6/30/27	Boberg Hardwood Floor, Inc.	Gymnasium and Dance Studio Floor Refinish	(\$13,100.00)	Unrestricted General	Facilities Planning and Management	Snelling
9/9/26	12/1/26	DH Slater and Son, Inc.	Agriculture and Natural Resources Renovation Project Change Order No. 8 Slab Top Coat in LVT Areas	(\$17,847.60)	Measure J	Facilities Planning and Management	Snelling
7/23/26	6/30/27	Higgins Pest and Weed	District Weed Abatement Program	(\$55,617.00)	Unrestricted General	Facilities Planning and Management	Snelling
9/15/26	12/31/26	Inland Potable Services, Inc.	Inspection and Cleaning of Potable Water Tank	(\$5,185.00)	Unrestricted General	Facilities Planning and Management	Snelling
10/1/26	10/30/26	Opening Technologies, Inc.	Installation of LCN Power Operator at Campus Center Nest	(\$22,198.34)	Restricted General	Facilities Planning and Management	Snelling
8/5/26	8/31/26	RCI General Engineering	Repair of Main Water Line at Facilities	(\$6,550.00)	Capital	Facilities Planning and Management	Snelling
9/11/26	12/31/26	RCI General Engineering	Repair of Main Water Line in Parking Lot 4	(\$12,800.00)	Restricted General	Facilities Planning and Management	Snelling
7/15/26	6/30/27	Sierra Water Utility	Contract Operator and Reporting Services for Domestic Water System	(\$35,190.00)	Unrestricted General	Facilities Planning and Management	Snelling
7/23/26	6/30/27	Thrifty Rooter Plumbing	Septic Tank Maintenance and Services at Scenario Village	(\$10,200.00)	Unrestricted General	Facilities Planning and Management	Snelling
7/13/26	6/30/27	Water One Industries, Inc.	Water Treatment Services at Cooling Towers	(\$9,424.00)	Unrestricted General	Facilities Planning and Management	Snelling
8/14/26	8/14/26	Brian Bedford	EEO Training	(\$5,000.00)	Restricted General	Human Resources	Snelling
1/1/27	12/31/31	Catharsis Productions, LLC	Title IX Trainings U Got This! For Community Colleges and Report=Support!	(\$55,000.00) + Overage Fees if applicable	Unrestricted General	Human Resources	Snelling
7/1/26	6/30/27	Liebert Cassidy Whitmore	Education Resources Consortium Training & Consulting Services	(\$4,500.00)	Unrestricted General	Human Resources	Snelling
7/1/26	6/30/31	Apple, Inc.	Piggyback Consent Form to the Apple Direct Customer Agreement between Downey Unified School District and Apple Inc. for Purchase of Apple Products	Expense based on Purchased	Various	Information Technology	Snelling
10/1/26	9/30/27	ComputerLand of Silicon Valley	Campus Agreement Licensing (Year 1 of 3) for Microsoft 365 and Other Microsoft Products	(\$154,811.00)	Unrestricted General	Information Technology	Snelling
10/1/26	9/30/29	Foundation for California Community Colleges and Microsoft Corporation	Microsoft Enrollment for Education Solutions Campus and School Agreement for Microsoft 365 and Other Microsoft Products	\$0.00	Unrestricted General	Information Technology	Snelling
8/15/26	8/14/27	Cordance Operations, LLC dba LabStats	LabStats Measure Software License	(\$20,737.60)	Unrestricted General	Information Technology	Snelling
8/4/26	7/4/27	Digicert, Inc.	CertCentral Software Subscription License	(\$1,344.00)	Unrestricted General	Information Technology	Snelling

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8/17/26	Upon Payment	ePlus Technology, Inc.	NVIDIA RTX VWS Subscription	(\$4,217.12)	Unrestricted General	Information Technology	Snelling
8/30/26	8/29/27	NVIDIA Corporation	vGPU Software License	\$0.00	Unrestricted General	Information Technology	Snelling
Upon Download	One Year	Fungusware	Xackup Elite Software License	(\$109.00)	Unrestricted General	Information Technology	Snelling
Upon Download	One Year	GitHub, Inc.	GitHub Team Platform License	(\$336.00)	Unrestricted General	Information Technology	Snelling
10/16/26	10/16/27	Zoho Corporation Private Limited	ManageEngine ADAudit Plus Professional Edition Annual Maintenance and Support for 17 Domain Controllers and 2 File Servers	(\$3,054.00)	Unrestricted General	Information Technology	Snelling
			TOTAL REVENUE CONTRACTS	\$498,572.44			
			TOTAL EXPENSE CONTRACTS	(\$5,069,077.00)			

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

October 14, 2026

Subject:	Approval of New Courses
Category:	Office of Instruction
Submitted By:	Erik Shearer, Assistant Superintendent/Vice President
Attachment:	Yes
Type:	Action
Agenda Section:	Consent

Background

The courses described in the attached have been developed by various departments to enhance and update their current curriculum.

BCIS 384 is a noncredit course designed to teach community members with limited computer experience essential technology skills for the business environment.

Status

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

Recommendation

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

Business Computer Information Systems (BCIS)

BCIS 384 - Basics of Computers

Transfer Status: NT

Unit(s): 0.00

Lecture: 8.50 Contact hours

Lab: 25.50 Contact hours

Course Description: This course provides students who have limited personal computer experience with the basic technology skills needed to send business-appropriate emails; manage files and folders; and use basic search features of internet browsers to locate information and create and manage personal logins following established security practices. The focus of this course is on preparing those students who are pursuing careers in business environments. Unlimited repeats. Satisfactory/Unsatisfactory.

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

October 14, 2026

Subject:	Approval of New Programs
Category:	Office of Instruction
Submitted By:	Erik Shearer, Assistant Superintendent/Vice President
Attachment:	Yes
Type:	Action
Agenda Section:	Consent

Background

The Associate in Arts in Elementary Teacher Education: Integrated Programs for Transfer (AA-T) provides a clear transfer pathway for students who plan to pursue a Bachelor of Arts in Liberal Arts, a teaching credential, or a related program at a California State University.

Status

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

Recommendation

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

Butte College
AS-T Degree in Elementary Teacher Education: Integrated Programs

1. Statement of Program Goals and Objectives

The Associate in Arts in Elementary Teacher Education: Integrated Programs for Transfer creates a transfer pathway for students who plan to complete a Bachelor of Arts in Liberal Arts, a teaching credential, or related program at a California State University. With the completion of the AA-T in Elementary Teacher Education: Integrated Programs, students will possess foundational knowledge and skill that comprise the core content of the first two years of many four-year Liberal Arts, teaching credential, and related programs.

A student earning the AA-T in Elementary Teacher Education: Integrated Programs will be able to:

- Evaluate and apply Transitional Kindergarten – 12th grade state-adopted curriculum standards and frameworks, and teach to a diverse population of students.
- Design learning experiences based on an understanding of students' physical, cognitive, emotional, social, creative, cultural, and linguistic needs.
- Utilize observations and assessments to monitor student progress and create developmentally appropriate curriculum for instruction.
- Create and maintain an inclusive learning environment that supports all students' academic and personal success.

2. Catalog Description

The Associate in Arts in Elementary Teacher Education: Integrated Programs for Transfer creates a transfer pathway for students who plan to complete a Bachelor of Arts in Liberal Arts, a teaching credential, or related program at a California State University. With the completion of the AA-T in Elementary Teacher Education: Integrated Programs, students will possess foundational knowledge and skill that comprise the core content of the first two years of many four-year Liberal Arts, teaching credential, and related programs.

The AA-T Degree in Elementary Teacher Education: Integrated Programs requires students to meet both of the following requirements:

- (1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 - (A) Cal-GETC (California General Education Transfer Curriculum).
 - (B) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- (2) Obtainment of an overall 2.0 grade point average standard to the student's overall coursework, and a "C" (or "P") or better in each class for Cal-GETC in the major.

Students must earn a grade of "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is also acceptable when defined as equivalent to a "C" or better.

3. Major Requirements

Requirements	Title	Units
Required courses:		
BIOL C1000	Introduction to Biology with Lab	4
CDEV C1000	Child Growth and Development	3
COMM C1000	Introduction to Public Speaking	3
EDUC 2	Introduction to Education	3
HIST C1001	United States History to 1877	3
POLS C1000	American Government and Politics	3
Select one:		
ENGL C1002	Introduction to Literature	3
HIST 3	World History to 1500	3
Select one:		
ENGL C1000	Academic Reading and Writing	4
ENGL C1000E	Academic Reading and Writing	4
List A (Select one):		
PSC 11	Earth Science with Lab	4
PSC 12	Concepts in Physical Science	4
List B (Select one):		
ART 1	Art Appreciation	3
DRAM 2	Introduction to Theatre	3
MUS 1	Music Appreciation	3
Total Units:		33

Required Major Total	33
Total units that may be double counted (transfer GE area limits must not be exceeded)	25
General Education Cal-GETC Units	34
Electives Units	18
Total Maximum Degree Units	60

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

October 14, 2026

Subject:	Approval of Out-of-State Student Travel – Indianapolis, IN
Category:	Instruction
Submitted By:	Erik Shearer, 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 Indianapolis, IN to participate in the Society of Hispanic Professional Engineers (SHPE) Annual Convention, October 27 – November 1, 2026. 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 \$18,462.51.

Recommendation

It is recommended the Board authorize out of state travel to Indianapolis, IN from October 27 – November 1, 2026, for up to 8 students to attend the Annual Convention of Society of Hispanic Professionals Engineers.

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

October 14, 2026

Subject:	Approval of Use of Alcohol for Butte College Gala (Foundation)
Category:	Administration
Submitted By:	Virginia Guleff, Superintendent/President
Attachment:	No
Type:	Action
Agenda Section:	Consent

Background

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

Status

The Butte College Foundation will hold the annual Butte College Gala fundraiser at the Westport Event Venue in Chico, CA, on Saturday, April 24, 2027, to raise funds to support Butte College programs and students.

Recommendation

It is recommended that the Board of Trustees give approval for the Butte College Foundation to include alcohol as part of the Butte College Gala fundraiser.

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

October 14, 2026

Subject:	Approval and/or Ratification of Personnel Actions
Category:	Human Resources
Submitted By:	Melissa Pearson, Director Human Resources
Attachment:	Yes
Type:	Action
Agenda Section:	Consent

Recommendation

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

Management*

1. Employment of Interim Athletic Program Director, Men's Basketball – Jack Martin
Full-time, 40 hours per week, 12 months per year
Salary: MSC – 5
Effective: August 1, 2026 – June 30, 2027
2. Employment of Interim Athletic Program Director, Men's Soccer – Ross Sandberg
Full-time, 40 hours per week, 12 months per year
Salary: MSC – 5
Effective: August 1, 2026 – June 30, 2027
3. Employment of Interim Athletic Program Director, Women's Basketball – Phillip Thomas
Full-time, 40 hours per week, 12 months per year
Salary: MSC – 5
Effective: August 1, 2026 – June 30, 2027
4. Employment of Interim Athletic Program Director, Softball – Kristin Worley
Full-time, 40 hours per week, 12 months per year
Salary: MSC – 5
Effective: August 1, 2026 – June 30, 2027
5. Employment of Interim Assistant Coach, Baseball – Francis Cleary
Full-time, 40 hours per week, 12 months per year
Salary: MSC – 4
Effective: August 1, 2026 – June 30, 2027
6. Employment of Interim Assistant Coach, Offensive Coordinator – Jonathan Hays
Full-time, 40 hours per week, 12 months per year
Salary: MSC – 4
Effective: August 1, 2026 – June 30, 2027

7. Employment of Interim Assistant Coach, Defensive Coordinator – Jesus Rodriguez
Full-time, 40 hours per week, 12 months per year
Salary: MSC – 4
Effective: August 1, 2026 – June 30, 2027
8. Employment of Interim Academy Coordinator, POST Academy – Steve Boyd
Full-time, 30 hours per week, 12 months per year
Salary: MSC – 15
Effective: September 1, 2026 – June 30, 2027
9. Employment of Acting Dean of Student Enrollment Services – Rosalind Toliver
Full-time, 40 hours per week, 12 months per year
Salary: MSC – 26
Effective: September 3, 2026 – December 31, 2026

Academic*

10. Assignment as Licensed Vocational Nurse Program Director (75%) – Diane Wagster-Penne
Effective: September 1, 2026 – December 18, 2026
11. Assignment as Honda PACT Coordinator (20%) – Craig Kielb
Effective: Academic Year 2026-27
12. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Instructional Service Agreement – California Department of Parks and Recreation) – Thomas Cunningham
Effective: September 21, 2026 - August 31, 2030
13. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Chico Unified School District) – Chloe Bristow
Effective: July 1, 2026 - June 30, 2027
14. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Orland Unified School District) – Lindsay Reimers
Effective: July 1, 2026 - June 30, 2027
15. Employment of At-Will and Uncompensated Temporary Academic Employee (Employed through Career and College Access Pathways Instructor Agreement – Corning Union High School District) – James Sutton
Effective: July 1, 2026 - June 30, 2027
16. Employment of Temporary Academic Employees (Instructors and Student Development) Part-time faculty recommended for employment effective Fall Semester 2026 – Cameron Carr, Lisa Jackson

Classified Employees*

17. Employment of Maintenance Lead (FPM) – James Butler
Full-time, 40 hours per week, 12 months per year
Salary: CSEA – 36
Effective: October 1, 2026

Temporary Employees*

18. Substitutes

Administrative Assistant (U in Butte) – Annabel Ortiz-Cisneros

Salary: \$29.25 per hour, 9/21/26 – 6/30/27

Support Center Representative, Bilingual (CCCTC) – Francisco Zepeda-Camacho

Salary: \$25.25 per hour, 8/8/26 – 12/31/26

19. Short Term/Seasonal

20. Professional Expert

Crime Scene Actors – Griffin Moore

Salary: \$16.90 per hour, 8/25/26 – 6/30/27

Crime Scene Actors – Eli Estensen, Kevon Kashtiban, Brayden Nicodemus

Salary: \$16.90 per hour, 9/1/26 – 6/30/27

EMT – Muriel Hagansmith

Salary: \$25.00 per hour, 8/18/26 – 6/30/27

Manipulative Skills/Evaluator (Fire Academy) – Dylan Nestal, Matthew Tuccillo

Salary: \$16.90 per hour, 9/8/26 – 6/30/27

Manipulative Skills/Evaluator (Fire Academy) – Kehmarr McMillian

Salary: \$16.90 per hour, 9/17/26 – 6/30/27

Nursing (LVN) – Amber Webb

Salary: \$45.00 per hour, 8/25/26 – 6/30/27

21. Volunteer

Volunteer (Athletics) – Ezra Portillo, Allie Barrios, Shayla Robin, Ernesto Lemus, Valentina Corona Partida, Saryah Harris-Davis

Volunteer (DSPS) – Yolanda Swearinger, Rebecca Swearinger

Volunteer (Puente Program) – Queila Jimenez

22. Retirements/Resignations

Amended: Retirement, Administrative Assistant, Grants (Instruction) – Carol Leatherman

Effective – December 31, 2026

Amended: Retirement, Director, Small Business Development Center (Instruction) – Sophie Konuwa

Effective – December 31, 2026

Retirement, Payroll Technician II (Business Services) – Patricia Libby

Effective – December 31, 2026

Retirement, Financial Aid/Veterans Assistant, Senior – Kimberly Holbrook

Effective – December 31, 2026

Retirement, Drafting Technology Instructor (Drafting) – John Dahlgren

Effective – May 29, 2027

Retirement, Mathematics Instructor (Math) – Juliet Hauser

Effective – May 29, 2027

Retirement, Psychology Instructor (Psychology) – Linda Johnson

Effective – May 29, 2027

Resignation, Instructional Aide - Reading and Writing (CAS) – Astrid Johnson-Krause

Effective – January 1, 2027

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

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

October 14, 2026

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 administration or director for facilities planning & management are authorized to award contracts for public projects not exceeding the Informal Bid Limit prescribed by Public Contract Code Section 22032. Contracts for public projects that exceed the Informal Bid Limit require a formal bidding process and approval by the Board.

Status

The relevant amount specified in Public Contract Code Section 20651 as adjusted annually is currently \$119,100 for contracts to purchase equipment, materials, supplies, services, and repair. The relevant amount specified in Public Contract Code Section 22032 is \$220,000 for public projects contracts.

The District proposes to enter into the contract(s) described on the attached Contracts Approval Report. All contracts are put through an approval process which includes verification of funds available in the budget.

Recommendation

It is recommended that the Board of Trustees approve the contract(s) listed on the Contracts Approval Report and authorize the superintendent/president or designee to enter into the contract(s) in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting, contingent upon available funding and contingent upon successful completion of negotiation of terms with the contractor(s).

Butte-Glenn Community College District

CONTRACTS APPROVAL REPORT

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source	Originated by: District Department	Approved by: District Administrator
7/1/26	6/30/27	Butte County Office of Education	California Adult Education Program Allocation	(\$238,230.00)	Restricted General	Career & Technical Education	Shearer
7/1/26	6/30/27	Glenn County Office of Education	California Adult Education Program Allocation	(\$629,282.00)	Restricted General	Career & Technical Education	Shearer
7/1/26	6/30/27	Hamilton Unified School District	California Adult Education Program Allocation	(\$267,081.00)	Restricted General	Career & Technical Education	Shearer
7/1/26	6/30/27	Oroville Union High School District	California Adult Education Program Allocation	(\$1,482,512.00)	Restricted General	Career & Technical Education	Shearer
7/1/26	6/30/27	Paradise Unified School District	California Adult Education Program Allocation	(\$142,253.00)	Restricted General	Career & Technical Education	Shearer
1/1/26	12/31/27	California Community Colleges Chancellor's Office	Letter of Agreement to establish fiduciary responsibility for InCommon Federation Annual Participation Fee and InCommon Certificate Service Subscription Fee	(\$487,463.00)	Restricted General	CCC Technology Center	Snelling
1/27/26	1/27/31	Los Angeles Community College District	Reimbursement for CENIC Equipment, Installation, Deployment and Monthly Recurring Service for Two 100GB Circuits District pays CENIC under Master Agreement <i>Revised Contract since 06/24/26 Contracts Approval Report</i>	283,322.40 (283,322.40)	Restricted General	CCC Technology Center	Snelling
			TOTAL REVENUE CONTRACTS	\$283,322.40			
			TOTAL EXPENSE CONTRACTS	(\$3,530,143.40)			

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

October 14, 2026

Subject:	Approval to Award Design-Build Pre-Construction Services Contract for the Butte College Firearms Training Facility Project to United Building Contractors Inc.
Category:	Contracts
Submitted By:	Jessica Snelling, Vice President
Attachment:	No
Type:	Action
Agenda Section:	Regular

Background

On November 12, 2025, the Board of Trustees adopted Resolution No. 833 which authorized District staff to utilize the design-build process under Education Code § 81700 et seq. to procure design and construction services for the Butte College Firearms Training Facility Project (formerly the Butte College Indoor Shooting Range Building Project) ("Project"). The design-build process involves awarding a Design-Build Entity ("DBE") a contract for Pre-Construction Services and subsequently awarding a contract for Design-Construct Services.

This procurement and contracting process was developed to:

1. Fix District costs for completing development of preliminary Project criteria and designs;
2. Shift burden and responsibility for completing development of preliminary and final Project designs from the District to the DBE;
3. Establish a process for the DBE and the District to determine the Guaranteed Maximum Price ("GMP") schedule for the DBE to complete Project Design-Construct Services Contract based on the District's preliminary Project criteria documents, schedule, and design and construction budget of \$16,500,000;
4. Establish limits for Project site general conditions, Project support costs, mark-ups on direct costs of labor and materials during construction of the Project; and
5. Establish a process for the District to elect not to proceed with Project construction if the District and the successful DBE are unable to arrive at a mutually acceptable GMP or the mutually acceptable GMP exceeds the District's construction budget.

The Project is designed to construct a new, permanent building dedicated to the public safety academies' indoor firearms training programs. The new building will be constructed on the main campus at the Public Service Center Training Facility and will comply with all Division of the State Architect (DSA) regulations. The new building will be approximately 23,500 outside gross square feet and approximately 17,586 assignable gross square feet. The building will include twelve handgun lanes

and nine rifle lanes, classroom space, support space, armory storage, and workroom. The new main campus facility will replace the currently leased outdoor instructional firing range at 5409 Wilbur Road in Oroville.

Status

District staff has completed the procurement process for selection of a DBE to provide design-build services for the Project.

The procurement process for the selection of a DBE to provide design and construction services was completed in two separate phases: (i) Request for Qualifications and (ii) Request for Proposals.

The District advertised and issued the Request for Qualifications on April 29, 2026 ("RFQ"). The RFQ required respondents to establish qualifications to produce the Project under a design-build delivery method along with background information establishing DBE experience, capacity, financial capability, insurance coverages, safety records and references of prospective DBEs.

Eight firms submitted responses to the RFQ and the responses were scored in accordance with the evaluation criteria established in the RFQ as follows:

Respondents	Total	Score Rank
DPR Construction/LPAS	1001.5	1
Modern Building/JKEA Design	997.4	2
Clark Sullivan/Arrington Wakins	994.3	3
United Building Contractors/Studio W	993.5	4
GMH Builders/Strata	886.3	5
BRCO Construction/Aedis Architect	856.9	6
Creekside Commercial Builders/CHD Architect	805.3	7
Diede Construction/WMB Architects	742.4	8

Four firms were invited to participate in the Request for Proposals phase of the procurement process. The District issued the Request for Proposals on June 22, 2026 ("RFP"). The RFP required each respondent to submit in separate sealed envelopes a Technical Proposal and a Lump Sum Price Proposal for Pre-Construction Services and Design-Construct Services Fee Percentage.

Four firms submitted proposals as follows:

Respondents	Lump Sum Pre-Construction Services	Design-Construct Services Fee %
Clark Sullivan/Arrington Wakins	\$914,253	3.5%
DPR Construction/LPAS	\$871,478	3.80%
Modern Building/JKEA Design	\$848,400	3.5%
United Building Contractors/Studio W	\$584,250	2.80%

A proposal evaluation team considered the qualifications, experience, technical approach and cost in the evaluation of the submitted proposals and invited all four firms to participate in oral interviews on August 20, 2026.

The District assembled an oral interview Selection Committee of eleven members which included: Vice President for Administrative Services, Assistant Superintendent/Vice President for Instruction, Director of Facilities Planning and Management, Construction and Building Maintenance Supervisor, Technical

Services/Energy Analyst, Supervisor of Technical Services, Director of Public Safety Education & Training, Law Enforcement Academy Instructor, California Department of Fish and Game Instructor, Data Network/Telecommunications Systems Specialist, and President of North Sierra Consulting, Inc.

Upon completion of the oral interviews, District staff compiled scoring of the Technical Proposals, Price Proposals and Oral Interviews as follows:

Respondent	Technical Proposal	Price Proposal	Oral Interview	Total Score
Maximum Possible Score	900	600	1500	3000
Clark Sullivan/ Arrington Wakins	757	415	1190.9	2362.9
DPR Construction/ LPAS	787.3	405	988.2	2180.5
Modern Building/ JKEA Design	717.5	440	1193.2	2350.7
United Building Contractors/ Studio W	763.6	600	1208.7	2572.3

Upon completion of the due diligence review, staff determined that United Building Contractors Inc. is the best qualified to perform the design-build services with the highest combined score for "Best Value" to the District and an award of contract is in the best interest of the District.

Upon completion of obligations under the Pre-Construction Services Contract, District staff and United Building Contractors Inc. will meet and confer to establish a GMP for Project construction. If a mutually acceptable GMP is established, a recommendation to award the Design-Construct Services contract to United Building Contractors Inc. will be presented to the Board of Trustees on August 4, 2027.

Recommendation

It is recommended that the Board of Trustees award the Pre-Construction Services contract for the Butte College Firearms Training Facility Project to United Building Contractors Inc., of Chico, CA, as the Design-Build Entity, in the amount of \$584,250.

Board approval is also contingent upon the contractor awarded the contract providing acceptable insurance and bonding as required in the Bid and Contract Documents.

It is further recommended that the Board of Trustees authorize District staff to execute necessary contract documents related to the award of the Pre-Construction Services contract for the Butte College Firearms Training Facility Project to United Building Contractors Inc. prior to ratification by the Board at a subsequent meeting in accordance with Board Policy 6340.

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

October 14, 2026

Subject:	Declination of Proposed Gift of Real Property
Category:	Finance
Submitted By:	Jessica Snelling, Vice President Administrative Services
Attachment:	Yes
Type:	Action
Agenda Section:	Regular

Background

Pursuant to Board Policy 3820, the Board has delegated the authority to consider all gifts, donations, and bequests on behalf of the District to the Superintendent/President or designee. The District's Administrative Procedure 3820, Gifts, provides that the District may accept or decline gifts on an individual basis based on whether the gift provides educational value or otherwise serves District purposes. AP 3820 further provides that all gifts of real property are coordinated through the vice president for administration, and that the Board of Trustees considers and accepts gifts following completion of the appropriate gift acceptance process.

The District's authority to receive and manage property is supported by Education Code sections 70902(b)(10), 72205, and 72122. In addition, gifts to the District may qualify as charitable contributions because the District is a political subdivision of the State of California under 26 U.S.C. § 170(c)(1), as referenced in AP 3820.

Status

At its May 20, 2026, meeting, the Board of Trustees received information regarding the proposed gift from the Clifford Barley and Melinda Lyn Barley Revocable Trust. The Trust identifies the Butte-Glenn Community College District as the intended recipient of certain real property for conservation and educational purposes. The proposed gift includes four parcels of forest land located in the Cohasset area of Butte and Tehama Counties totaling approximately 780 acres, along with certain related personal property.

Following the May 20, 2026, Board meeting, the District conducted further due diligence to evaluate the educational opportunities, operational requirements, costs, risks, and long-term stewardship responsibilities associated with ownership of the property. This review included a site visit by District leadership and faculty to assess the property and explore its potential use for instructional and experiential learning. The District also consulted with legal counsel and considered access and infrastructure needs, environmental and fire-related conditions, insurance and maintenance requirements, and the ongoing land management responsibilities associated with ownership.

The District recognizes the potential educational, conservation, research, and forestry value of the property and is sincerely appreciative that Clifford and Melinda Barley considered Butte College as part of their legacy. However, following completion of its review, the District has determined that accepting

the property would create significant ongoing operational and stewardship responsibilities that the District is not presently positioned to support. In particular, responsible ownership would require the District to provide for environmental and fire-related considerations, property access and infrastructure, insurance, maintenance, security, and continuing land management while also ensuring that the property could be sustained for its intended educational and conservation purposes.

After weighing the potential educational benefits against these long-term obligations, the District has determined that it does not have the resources or operational capacity necessary to responsibly own, manage, maintain, and protect the property while sustaining its intended use. Accordingly, consistent with Board Policy 3820 and Administrative Procedure 3820, staff recommends that the District decline the proposed gift of real property.

Recommendation

It is recommended that the Board of Trustees:

1. Decline the proposed gift of real property from the Clifford Barley and Melinda Lyn Barley Revocable Trust; and
1. Authorize the superintendent/president, or designee, to provide formal notice of the District's decision and to execute any documents necessary to effectuate the declination of the proposed gift.

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

October 14, 2026

Subject:	Approval of Destruction of Disposable Records
Category:	Administrative Services
Submitted By:	Jessica Snelling, Vice President
Attachment:	Yes
Type:	Action
Agenda Section:	Regular

Background

District Administrative Procedure 3310 provides for disposition of District records, including classification, retention and destruction in accordance with Title 5, Sections 59020 et seq. of the California Code of Regulations.

Status

District staff has reviewed the classification of documents and has identified those documents listed on the attached Exhibit A as those which may now be destroyed in compliance with Title 5. It is hereby certified that all records included in the list are not in conflict with the record retention and destruction requirements of Title 5.

Recommendation

It is recommended that the Board of Trustees approve the destruction of documents listed on the attached Exhibit A.

EXHIBIT A
DISPOSABLE RECORDS DESTRUCTION INVENTORY

Box No.	Fiscal Year	Department	Description	Destruction Date
26-3	2019-2021	Admissions and Records	Student Admissions & Records Forms ¹	August 2024
26-4	2020-2021	Admissions and Records	Student Admissions & Records Forms ¹	August 2024
26-5	2020-2021	Admissions and Records	Student Admissions & Records Forms ¹	August 2024
26-6	2019	Admissions and Records	Add/ Drop Classes Card	August 2024
26-7	2019	Admissions and Records	Add/ Drop Classes Card	August 2024
26-8	2019	Admissions and Records	Add/ Drop Classes Card	August 2024
26-9	2019	Admissions and Records	Add/ Drop Classes Card	August 2024
26-10	2019	Admissions and Records	Add/ Drop Classes Card	August 2024
26-11	2019	Admissions and Records	Add/ Drop Classes Card	August 2024
26-12	2019	Admissions and Records	Add/ Drop Classes Card	August 2024
26-13	2020	Admissions and Records	Add/ Drop Classes Card	August 2024
26-14	2020	Admissions and Records	Add/ Drop Classes Card	August 2024
26-15	2020	Admissions and Records	Add/ Drop Classes Card	August 2024
26-16	2020	Admissions and Records	Add/ Drop Classes Card	August 2024
26-17	2021	Admissions and Records	Add/ Drop Classes Card	August 2024
26-18	2018-2022	Admissions and Records	Students Auditing Classes/ no pass/pass	August 2025
26-19	2020-2023	Admissions and Records	Evaluated transcripts and incoming transcripts	August 2026
26-20	2023-2026	Admissions and Records	Student Admissions & Records Forms/Requests ¹	August 2026
26-21	2015-2022	Admissions and Records	Student Admissions & Records Forms/Requests ¹	August 2026
26-22	2023	Admissions and Records	Student Admissions & Records Forms/Requests ¹	August 2026
26-23	2023	Admissions and Records	Student Admissions & Records Forms/Requests ¹	August 2026
26-24	2023	Admissions and Records	Student Admissions & Records Forms/Requests ¹	August 2026
26-25	2023	Admissions and Records	Student Admissions & Records Forms/Requests ¹	August 2026
1	2021-2022	Butte College Bookstore	Sales Reports, Register Receipts,A/R Bookstore ²	July 2026
2	2021-2022	Butte College Bookstore	Sales Reports, Register Receipts,A/R Bookstore ²	July 2026
3	2021-2022	Butte College Bookstore	Sales Reports, Register Receipts,A/R Bookstore ²	July 2026
4	2021-2022	Butte College Bookstore	Sales Reports, Register Receipts,A/R Bookstore ²	July 2026
5	2021-2022	Butte College Bookstore	Sales Reports, Register Receipts,A/R Bookstore ²	July 2026
6	2021-2022	Butte College Bookstore	Sales Reports, Register Receipts,A/R Bookstore ²	July 2026
7	2021-2022	Butte College Bookstore	Sales Reports, Register Receipts,A/R Bookstore ²	July 2026
8	2021-2022	Butte College Bookstore	Sales Reports, Register Receipts,A/R Bookstore ²	July 2026
9	2021-2022	Butte College Bookstore	Sales Reports, Register Receipts,A/R Bookstore ²	July 2026
35	2019-2020	Butte College Bookstore	Sales Reports, Register Receipts,A/R Bookstore ²	July 2026
36	2019-2020	Butte College Bookstore	Sales Reports, Register Receipts,A/R Bookstore ²	July 2026
37	2019-2020	Butte College Bookstore	Sales Reports, Register Receipts,A/R Bookstore ²	July 2026
38	2019-2020	Butte College Bookstore	Sales Reports, Register Receipts,A/R Bookstore ²	July 2026
39	2019-2020	Butte College Bookstore	Sales Reports, Register Receipts,A/R Bookstore ²	July 2026
	2026-27		Certificate of Insurance Records dated prior to and including fiscal year 2014-2015	2026-27
N/A		Business Contracts and Risk Management		
	2026-27		Contract Records based on contract expiration date dated prior to and including fiscal year 2014-2015	2026-27
N/A		Business Contracts and Risk Management		
10	2021-2022	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
11	2021-2022	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
12	2021-2022	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
13	2021-2022	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
14	2021-2022	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
15	2021-2022	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
16	2021-2022	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
17	2021-2022	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
18	2021-2022	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
19	2021-2022	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
20	2021-2022	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
21	2021-2022	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
22	2019-2020	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
23	2019-2020	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
24	2019-2020	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
25	2019-2020	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
26	2019-2020	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
27	2019-2020	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
28	2019-2020	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026

EXHIBIT A
DISPOSABLE RECORDS DESTRUCTION INVENTORY

Box No.	Fiscal Year	Department	Description	Destruction Date
29	2019-2020	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
30	2019-2020	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
31	2019-2020	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
32	2019-2020	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
33	2019-2020	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
34	2019-2020	Dining Services	Sales Reports, Register Receipts, A/R FS Catering Invoices ³	July 2026
106	2010-2011	Human Resources	President Recruitment Files	July 2015
108	2014-2015	Human Resources	Miscellaneous Recruitment Files	July 2019
107	2015-2016	Human Resources	President Recruitment Files	July 2020
109	2016-2017	Human Resources	Miscellaneous Recruitment Files	July 2021
110	2016-2017	Human Resources	Miscellaneous Recruitment Files	July 2021
111	2016-2017	Human Resources	Miscellaneous Recruitment Files	July 2021
112	2016-2017	Human Resources	Miscellaneous Recruitment Files	July 2021
113	2016-2017	Human Resources	Miscellaneous Recruitment Files	July 2021
114	2016-2017	Human Resources	Miscellaneous Recruitment Files	July 2021
100	2014-2018	Human Resources	Miscellaneous Recruitment Files	July 2022
101	2015-2019	Human Resources	Miscellaneous Recruitment Files	July 2023
102	2018-2019	Human Resources	Faculty Recruitment Files	July 2023
103	2018-2019	Human Resources	Faculty Recruitment Files	July 2023
104	2018-2019	Human Resources	Miscellaneous Recruitment Files	July 2023
105	2018-2019	Human Resources	Faculty Recruitment Files	July 2023
115	2018-2019	Human Resources	Miscellaneous Recruitment Files	July 2023
116	2018-2019	Human Resources	Miscellaneous Recruitment Files	July 2023
117	2018-2019	Human Resources	Miscellaneous Recruitment Files	July 2023
118	2015-2019	Human Resources	Title IX Case Files	July 2026
1	2016-2017	Industrial Technologies and Agricultural	ARC Exposure (Welding Program) Registration Forms ⁴	July 2026
1	2016-2017	Industrial Technologies and Agricultural	ARC Exposure Acknowledgement/Risk Forms ⁵	July 2026
1	2016-2017	Industrial Technologies and Agricultural	Field Trip or Excursion Slips	July 2026
1	2016-2017	Industrial Technologies and Agricultural	Welding Program Applications	July 2026
2	2017-2018	Industrial Technologies and Agricultural	ARC Exposure Registration Forms ⁴	July 2026
2	2017-2018	Industrial Technologies and Agricultural	ARC Exposure Acknowledgement/Risk Forms ⁵	July 2026
2	2017-2018	Industrial Technologies and Agricultural	Field Trip or Excursion Slips	July 2026
2	2017-2018	Industrial Technologies and Agricultural	Welding Program Application	July 2026
3	2018-2019	Industrial Technologies and Agricultural	Field Trip or Excursion Slips	July 2026
3	2018-2019	Industrial Technologies and Agricultural	Welding Program Registration	July 2026
3	2018-2019	Industrial Technologies and Agricultural	ARC Exposure (Welding Program) Registration Forms ⁴	July 2026
3	2018-2019	Industrial Technologies and Agricultural	ARC Exposure Acknowledgement/Risk Forms ⁵	July 2026
4	2019-2020	Industrial Technologies and Agricultural	Field Trip or Excursion Slips	July 2026
4	2019-2020	Industrial Technologies and Agricultural	Welding Program	July 2026
4	2019-2020	Industrial Technologies and Agricultural	ARC Exposure (Welding Program) Registration Forms ⁴	July 2026
4	2019-2020	Industrial Technologies and Agricultural	ARC Exposure Acknowledgement/Risk Forms ⁵	July 2026
5	2020-2021	Industrial Technologies and Agricultural	Field Trip or Excursion Slips	July 2026
5	2020-2021	Industrial Technologies and Agricultural	ARC Exposure (Welding Program) Registration Forms ⁴	July 2026
5	2020-2021	Industrial Technologies and Agricultural	ARC Exposure Acknowledgement/Risk Forms ⁵	July 2026
5	2020-2021	Industrial Technologies and Agricultural	AMP Registration Forms 2021	July 2026
5	2020-2021	Industrial Technologies and Agricultural	AMP Acknowledgement Forms 2021	July 2026
6	2021-2022	Industrial Technologies and Agricultural	ARC Exposure (Welding Program) Registration Forms ⁴	July 2026
6	2021-2022	Industrial Technologies and Agricultural	ARC Exposure Acknowledgement/Risk Forms ⁵	July 2026
6	2021-2022	Industrial Technologies and Agricultural	AMP Registration Forms 2022	July 2026
6	2021-2022	Industrial Technologies and Agricultural	AMP Acknowledgement Forms 2022	July 2026
7	2022-2023	Industrial Technologies and Agricultural	ARC Exposure (Welding Program) Registration Forms ⁴	July 2026
7	2022-2023	Industrial Technologies and Agricultural	ARC Exposure Acknowledgement/Risk Forms ⁵	July 2026
7	2022-2023	Industrial Technologies and Agricultural	AMP Registration Forms ⁴	August 2026
7	2022-2023	Industrial Technologies and Agricultural	AMP Acknowledgement Forms ⁵	August 2026

¹Verifications and Change of Information, Residency, Ab 540, SARA, Prerequisites, Inactive EW, Late Drop, Audit, FERPA, Paper Application, Incomplete Late Drop, Overlapping, Pass/ No pass.

²Daily Sales Reports & Cash Register Reconciliations that are scanned and saved online. Copies of internal Food Service Catering Invoices that are saved in QuickBooks.

³Daily Sales Reports & Cash Register Reconciliations that are scanned and saved online. Copies of internal Food Service Catering Invoices that are saved in QuickBooks.

⁴Registration forms for program includes the high school information, names of students attending, names of teachers

⁵District Acknowledgement & Assumption of Potential Risk

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

October 14, 2026

Subject:	Open for Public Comment and Approval: College and Career Access Pathways (CCAP) Partnership Appendix
Category:	Instruction
Submitted By:	Erik Shearer, Assistant Superintendent/Vice President
Attachment:	Yes
Type:	Action
Agenda Section:	Regular

Background

Assembly Bill 288 (AB 288), enacted on January 1, 2016, was most recently revised by Senate Bill 1244, effective January 1, 2025, which amended California Education Code Section 76004.

Education Code § 76004 authorizes the governing board of a community college district to enter into a College and Career Access Pathways (CCAP) partnership with a public school district or a county office of education. These partnerships must be formalized through a CCAP agreement approved by the governing boards of both entities. The purpose of CCAP partnerships is to offer or expand access to dual enrollment opportunities for students in high school, community school, continuation school, juvenile court school, or adult education programs, particularly those who may not already be college-bound or who are underrepresented in higher education. These partnerships aim to create seamless pathways from high school to community college, supporting career technical education or transfer preparation, improving high school graduation rates, and promoting college and career readiness.

As a condition of adopting a CCAP Partnership Agreement, the governing boards of both the community college district and the school district must present the CCAP Partnership Agreement appendices at an open public meeting, allow for public comment, and then approve or disapprove the appendices. (Ed. Code § 76004(b)).

Status

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

Recommendation

It is recommended that the Board take comments from the public and approve the proposed College and Career Access Pathways (CCAP) Partnership Agreement Appendix.

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

October 14, 2026

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

Background

The Board of Trustees Board Policy Review Committee met in August 2026, and reviewed the board policies listed below.

Board Policy	Title	Action
BP 2200	Board Duties and Responsibilities	Revision
BP 2320	Special and Emergency Board Meetings	Revision
BP 2732	Trustee Emeritus	Revision
BP 3050	Institutional Code of Ethics	Revision
BP 3100	Organizational Structure	Revision
BP 3200	Accreditation	Revision
BP 3250	Institutional Planning	Revision
BP 3260	Outcomes Assessment	Revision
BP 3280	Grants	Revision
BP 3300	Public Records	Revision
BP 3310	Records Retention and Destruction	Revision
BP 3410	Nondiscrimination	Revision
BP 3420	Equal Employment Opportunity	Revision
BP 3430	Prohibition of Harassment	Revision

Status

Per BP 2410 Policy and Administrative Procedure proposed changes or additions will 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 9, 2026, meeting.

Recommendation

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



BP 2200 Board Duties and Responsibilities

References: ACCJC Accreditation Standard 4

Adopted: May 28, 2008

Last Revised: May 16, 2018; May 2022; October 2025; ~~XXXX 2026~~

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 §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
- ~~Assure that the Board operates within an open, accessible, welcoming spirit for the campus community and all members of the public., 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 that creates access, support, and success for all students
- Hire and evaluate the ~~s~~Superintendent/~~p~~President
- Delegate power and authority to the chief executive to effectively lead the ~~d~~District
- Assure fiscal health and stability
- Monitor institutional performance and educational quality
- Monitor student access and success
- Advocate and protect the ~~d~~District

There are no administrative procedures for this policy.



BP 2320 Special and Emergency Board Meetings

References: Government Code Section 54956, 54956.5, and 54957;
Education Code Section 72129
Adopted: May 28, 2008
Last Revised: December 2025; ~~XXXX 2026~~
Last Reviewed: October 10, 2018

Special meetings may from time to time be called by the President of the Board or by a majority of the members of the Board. Notice of such meetings will be posted at least 24 hours before the time of the meeting, and will be noticed in accordance with Brown Act requirements. No business other than that included in the notice may be transacted or discussed. Notice will also be posted on the District's website, consistent with Gov. Code § 54956(a)(1).

Emergency meetings may be called by the President of the Board when prompt action is needed because of actual or threatened disruption of public facilities under such circumstances as are permitted by the Brown Act, including work stoppage, crippling disasters, and other activity that severely impairs public health or safety.

No closed session will be conducted during an emergency meeting, except as provided for in the Brown Act to discuss a dire emergency. During an emergency meeting, the Board may meet in closed session pursuant to Government Code § 54957 only upon the vote required by Government Code § 54956.5(c).

The ~~s~~Superintendent/~~p~~President will be responsible to ensure that notice of such meetings is provided to the local news media as required by law.

See Administrative Procedure 2320.



BP 2732 Trustee Emeritus

References:

Adopted: XXXX 202~~6~~5

Last Revised:

Last Reviewed:

To recognize extraordinary and significant contributions to the Butte-Glenn Community College District by a member of the Board of Trustees, trustee emeritus status may be granted by unanimous vote of the board. The Board of Trustees may confer the designation of trustee emeritus to a board member who has:

1. Served the college for a minimum of ~~at least sixteen~~twelve consecutive years;
2. Served in a leadership role on behalf of the Board of Trustees;
3. Contributed significantly to the development of the college;
4. Provided meritorious service in representing the college to its community; and
5. Demonstrated a continuous commitment to strengthening educational opportunities for local citizens.

Trustee emeritus status is honorary only and confers no office, vote, compensation, employee benefit, agency relationship, or authority to act for or represent the District.

Any current member of the board may submit a nomination for board consideration to the President of the Board president ~~and/or~~ the superintendent/president. The designation of trustee emeritus will be announced in the form of a board resolution. The award will be conferred within one year of the board member leaving the board. Emeritus trustees may be granted ~~appropriate the same~~ privileges paralleling as those granted to emeritus full-time faculty and ~~classified~~ staff per AP 3950 Emeritus.

There are no administrative procedures for this policy.



Butte-Glenn Community College District

BOARD POLICY

BP 3050 Institutional Code of Ethics

References: ACCJC Accreditation Standard ~~III-A.134~~

Adopted: May 26, 2010

Last Revised: October 16, 2019; ~~XXXX 2026~~

Last Reviewed: May 26, 2010

The District ~~sh~~ay will establish an Institutional Code of Ethics that will apply to Board members, administrators, faculty, classified professionals, managers, supervisors, confidential, and any other employee of the District and all District personnel.

See Administrative Procedure 3050 Butte College Code of Ethics.

See BP 2715 for Board Code of Ethics.

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Butte-Glenn Community College District

BOARD POLICY

BP 3100 Organizational Structure

References: Education Code 72400

Adopted: September 14, 2011

Last Revised: ~~XXXX 2026~~

Last Reviewed: September 14, 2011; October 16, 2019

The ~~s~~Superintendent/~~P~~resident ~~sh~~awill establish organizational charts that delineate the lines of responsibility and fix the general duties and authority of employees within the District. The District ~~sh~~awill be organized in an efficient and effective manner to best accomplish the mission and goals of the District.

~~Procedures for the Policy shall be the District Organizational Charts~~

~~To implement this policy, these organizational charts will be published on the District website.~~

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BP 3200 Accreditation

References: ~~ACCJC Accreditation Standards I.C.12 and 13~~
Title 5 Section 51016
ACCJC Accreditation Eligibility Requirement 21

Adopted: June 24, 2009
Last Revised: October 16, 2019; ~~XXXX 2026~~
Last Reviewed: June 24, 2009

The ~~S~~superintendent/~~p~~resident ~~sh~~awill ensure the District complies with the accreditation process and standards of the Accrediting Commission of Community and Junior Colleges and of other District programs that seek special accreditation.

The ~~S~~superintendent/~~P~~resident ~~sh~~awill keep the Board informed of approved accrediting organizations and the status of accreditations.

If ~~S~~tate, regional, or national accreditation standards exist for a District's program, personnel in that program will seek to become accredited if required for the educational benefit of the students.

The ~~S~~superintendent/~~P~~resident ~~sh~~awill ensure that the Board is involved in any accreditation process in which Board participation is required.

The ~~S~~superintendent/~~P~~resident ~~sh~~awill provide the Board with a summary of any accreditation report and any actions taken or to be taken in response to recommendations in an accreditation report.

See Administrative Procedure 3200 Accreditation.



Butte-Glenn Community College District

BOARD POLICY

BP 3250 Institutional Planning

References: Title 5 Sections 51008, ~~51010~~51026, 51027, 53003, 54220, 55080, 55190, ~~55250~~, 55510, and 56270 et seq.;
ACCJC Accreditation Standards ~~I.B.9, III.B.4, III.C.2, III.D.2, IV.B.3, and IV.D.5~~1.4 and 3.5

Adopted: June 24, 2009

Last Revised: October 16, 2019; ~~XXXX~~ 2026

Last Reviewed: June 24, 2009

The District's mission directs resource allocation, innovation, and continuous quality improvement through ongoing systematic planning and evaluation of programs and services.

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The District's mission and goals are the foundation for financial planning. Financial information is disseminated to support effective planning and decision making and provide opportunities for stakeholders to participate in the development of plans and budgets.

The ~~s~~Superintendent/~~p~~President ~~sh~~awill ensure that the District has and implements a broad-based comprehensive, systematic, and integrated system of planning that involves appropriate segments of the college community and is supported by institutional effectiveness research.

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The planning system ~~sh~~awill include plans required by law, including, but not limited to:

- Long ~~r~~Range Educational or Academic ~~Master-p~~Plan, which ~~sh~~awill be updated periodically as deemed necessary by the Governing Board
- Facilities ~~Master~~-Plan
- Equal Employment Opportunity Plan
- ~~Student Equity and Achievement~~ Plan
- ~~Transfer Center~~ Plan
- ~~EOPS~~ Plan
- ~~Student Success and Support Program~~ Plan

The planning system ~~sh~~awill include other plans, including, but not limited to:

- ~~Strategic~~ Plan
- Technology ~~Master~~-Plan
- Outcomes Assessment Plan
- Foundation Fundraising Plan

Long range planning for other programs is accomplished through a combination of program review and unit planning.

| The ~~S~~uperintendent/~~P~~resident ~~sh~~w~~ie~~ll submit to the Board those plans for which Board approval is required by Title 5.



BP 3260 Outcomes Assessment

References: Accreditation Eligibility Requirement 11 and ACCJC Standards 1.3, 2.1 2.2, and 2.9~~Standards 1B and 11A.1.C~~
Adopted: February 29, 2012
Last Revised: XXXX 2026
Last Reviewed: February 29, 2012

The ~~S~~superintendent/~~P~~resident, in collaboration with the Academic Senate, will implement a system of outcomes assessment that meets the institutional and the Student Learning Outcomes (SLO) requirements established by the accrediting commission.

The ~~S~~superintendent/~~P~~resident will ensure that the institutional outcomes, as defined in the District's Educational ~~Master~~ Plan, are reviewed and updated each year. A summary report of the status of institutional outcomes ~~sh~~all be provided to the Board of Trustees on an annual basis.

The District's Outcomes Assessment Plan provides the procedures for implementing this policy.

~~See Administrative Procedure 3260, Outcomes Assessment Plan~~



BP 3280 Grants

References: Education Code Section 70902

Adopted: March 24, 2010

Last Revised: XXXX 2026

Last Reviewed: March 24, 2010; October 16, 2019

The Board will be informed about all grants received by the District.

The ~~S~~uperintendent/~~P~~resident ~~sh~~a~~w~~i~~l~~ establish procedures for continuing and new grants to assure timely application and processing of grant applications and funds, and that grants applied for directly support the purposes of the District.

See Administrative Procedure 3280 Grants.



BP 3300 Public Records

References: Government Code Sections 7920.000 et seq.~~625, et seq~~

Adopted: November 12, 2008

Last Revised: XXXX 2026

Last Reviewed: November 12, 2008; October 16, 2019

The ~~S~~superintendent/~~P~~resident or designee ~~sh~~awill establish procedures for records management, including access by the public, that comply with the requirements of the California Public Records Act.

See Administrative Procedure 3300 Public Records.



BP 3310 Records Retention and Destruction

References: Title 5, Sections 59020, et seq.
Federal Rules of Civil Procedure, Rules 16, 26, 33, 34, 37, 45

Adopted: November 12, 2008

Last Revised: XXXX 2026

Last Reviewed: November 12, 2008; October 16, 2019

The Superintendent/President or designee shawill establish administrative procedures to ensure that the retention and destruction of all District records—including electronically stored information as defined by the Federal Rules of Civil Procedure—are in compliance with Title 5. Such records shawill include but not be limited to student records, employment records, and financial records.

See Administrative Procedure 3310 Records Retention and Destruction.



BP 3410 Nondiscrimination

References: Education Code Sections 66250 et seq., 72010 et seq., and 87100 et seq.;
Title 5 Sections 53000 et seq. and 59300 et seq.;
Penal Code Section 422.55;
Government Code Sections 12926.1 and 12940 et seq.;
Title 2 Sections 10500 et seq.;
Labor Code Section 1197.5;
ACCJC Accreditation Eligibility Requirement 20 and ACCJC Accreditation Standard
Catalog Requirements

Adopted: May 22, 2013

Last Revised: April 17, 2019; May 2021; June 2023; ~~XXXX 2026~~

Last Reviewed: April 17, 2019

The District is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities.

The District, and each individual who represents the District, ~~sh~~awill provide access to its services, classes, and programs without regard to national origin, immigration status, religion, age, gender, gender identity, gender expression, race, ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because ~~he/she/they~~ is~~are~~ perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

The District will not discriminate against a person in hiring, termination, or any term or condition of employment or otherwise penalize a person based upon the person's use of cannabis off the job and away from the workplace unless permitted by California law.

The ~~S~~uperintendent/~~P~~resident or designee ~~sh~~awill establish administrative procedures that ensure all members of the college community can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with the Title 5 regulations and those of other agencies that administer state and federal laws regarding nondiscrimination.

No District funds ~~sh~~awill ever be used for membership, or for any participation involving financial payment or contribution on behalf of the District or any individual employed by or associated with it, to any private organization whose membership practices are discriminatory on the basis of national origin, immigration status, religion, age, gender, gender identity, gender expression, race, ethnicity, color, medical condition, genetic information, ancestry,

sexual orientation, marital status, physical or mental disability, pregnancy, or military and veterans status, or because ~~he/she/they~~ are perceived to have one or more of the foregoing characteristics, or because of ~~his/her/~~ their association with a person or group with one or more of these actual or perceived characteristics.

~~The Superintendent/President or designee shall establish administrative procedures that ensure all members of the college community can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with the Title 5 regulations and those of other agencies that administer state and federal laws regarding nondiscrimination.~~

See Administrative Procedure 34100 [Nondiscrimination and AP 3430 Prohibition of Harassment.](#)



BP 3420 Equal Employment Opportunity

References: Education Code Sections 87100, et seq.;
Title 5 Section 53000, et seq.;
ACCJC Accreditation Standard III.A.123

Adopted: November 12, 2008
Last Revised: October 16, 2019; May 2022; XXXX 2026
Last Reviewed: November 12, 2008

The Board supports the intent set forth by the California Legislature to assure that effort is made to build a community in which opportunity is equalized, and community colleges foster a climate of acceptance, with the inclusion of faculty and staff from a wide variety of backgrounds. It agrees that diversity in the academic environment fosters cultural awareness, mutual understanding and respect, harmony, and suitable role models for all students. An equitable and inclusive hiring process is essential to improve diversity, reduce barriers to employment, and allow potential applicants the opportunity to demonstrate that they meet or exceed the minimum qualifications for employment. The Board therefore commits itself to promoting the total realization of equal employment through a continuing equal employment opportunity program. Equal employment opportunity includes not only a process for equal opportunity in hiring, but also practices and processes that create inclusive, respectful work environments.

The Superintendent/President or designee shawill develop, for review and adoption by the Board, a plan for equal employment opportunity that complies with the Education Code and Title 5 requirements as from time to time is modified or clarified by judicial interpretation. The Superintendent/President shawill further develop hiring procedures driven by diversity, equity, and inclusion and consistent with the Board's intent described above.

See Administrative Procedure 3420 Equal Employment Opportunity.



BP 3430 Prohibition of Harassment

References: Education Code Sections 212.5; 44100; 66252; 66281.5, and 66262.5
Government Code Sections 12923, 12940, and 12950.1;
Civil Code Section 51.9;
Title 2 Sections 10500 et seq.;
Title VII of the Civil Rights Act of 1964, 42 U.S. Code Annotated Section 2000e;
Age Discrimination in Employment Act of 1967 (ADEA);
Americans with Disabilities Act of 1990 (ADA)

Adopted: May 22, 2013

Last Revised: April 17, 2019; October 16, 2019; October 14, 2020; May 2021; June 2023; ~~XXXX~~ 2026

Last Reviewed: April 17, 2019

All forms of harassment are contrary to basic standards of conduct between individuals. State and federal law and this policy prohibit harassment, and the District will not tolerate harassment. The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District ~~shall~~ be free of ~~sexual-unlawful harassment-and-all-forms-of-sexual-intimidation-and-exploitation-including-acts-of-sexual violence-The-District-shall-also-be-free-of-other-unlawful-harassment~~, including that which is based on any of the following statuses: race, religious creed, color, national origin, ethnicity, ancestry, immigration status, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation of any person, or military and veteran status, or because ~~he/she/they~~ is/are perceived to have one or more of the foregoing characteristics.

The District seeks to foster an environment in which all employees, students, unpaid interns, and volunteers feel free to report incidents of harassment without fear of retaliation or reprisal. Therefore, the District also strictly prohibits retaliation against any individual for filing a complaint of harassment or for participating in a harassment investigation. Such conduct is illegal and constitutes a violation of this policy. The District will investigate all allegations of retaliation swiftly and thoroughly. If the District determines that someone has retaliated, it will take all reasonable steps within its power to stop such conduct. Individuals who engage in retaliatory conduct are subject to disciplinary action, up to and including termination or expulsion.

The District recognizes that sex discrimination, including sexual harassment and violence, harms all students, undermines students' physical safety, impedes students' ability to learn, and can reinforce social inequality throughout a student's lifetime. The District has a responsibility to make reasonable efforts to respond effectively when sexual harassment is reported to, or observed by, District employees.

Any student, employee, unpaid intern, or volunteer who believes that ~~he/she/they~~ has/has been harassed or retaliated against in violation of this policy should immediately report such incidents by following the procedures described in AP 340035 Discrimination and Harassment Complaints

and Investigations. The District requires supervisors to report all incidents of harassment and retaliation that come to their attention.

This policy applies to all aspects of the academic environment, including but not limited to classroom conditions, grades, academic standing, employment opportunities, scholarships, recommendations, disciplinary actions, and participation in any community college activity. In addition, this policy applies to all terms and conditions of employment, including but not limited to hiring, placement, promotion, disciplinary action, layoff, recall, transfer, leave of absence, training opportunities, and compensation.

To this end the ~~S~~superintendent/~~P~~resident or designee ~~sh~~awill ensure that the institution undertakes education and training activities to counter harassment and to prevent, minimize, and/or eliminate any hostile environment that impairs access to equal education opportunity or impacts the terms and conditions of employment.

The ~~S~~superintendent/~~P~~resident or designee ~~sh~~awill establish procedures that define harassment on campus. The ~~S~~superintendent/~~P~~resident or designee ~~sh~~awill further establish procedures for employees, students, unpaid interns, volunteers, and other members of the campus community that provide for the investigation and resolution of complaints regarding harassment and discrimination, and procedures for students to resolve complaints of harassment and discrimination. State and federal law and this policy prohibit retaliatory acts by the District, its employees, students, and agents.

The District will publish and publicize this policy and related written procedures (including the procedure for making complaints) ~~shall be widely published and publicized~~ to administrators, faculty, staff, students, unpaid interns, and volunteers particularly when they are new to the institution. The District will make this policy and related written procedures (including the procedure for making complaints) available in all administrative offices and will post them on the District's website.

Employees who violate the policy and procedures may be subject to disciplinary action up to and including termination. Students who violate this policy and related procedures may be subject to disciplinary measures up to and including expulsion. Unpaid interns who violate this policy and related procedures may be subject to disciplinary measure up to and including termination from the internship or other unpaid work experience program.

See Administrative Procedure 34030 Prohibition of Harassment.