



Butte-Glenn Community College District  
3536 Butte Campus Drive  
Oroville, CA 95965

BOARD OF TRUSTEES

## MINUTES OF REGULAR MEETING

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

District Board Room  
Student and Administrative Services Building

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The Board of Trustees of the Butte-Glenn Community College District met on Wednesday, October 11, 2023, at 1:00 PM, in the District Board Room at Butte College in Oroville, California.

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

**Board Member Absent** Mr. Mike Boeger, Clerk  
Mr. John Dahlmeier

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

**Guests** None

### Pledge of Allegiance

Trustee McGinnis led the Pledge of Allegiance.

### 1. Agenda Approval

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

Motion carried unanimously. Student Trustee – aye.

### 2. Introduction of New Faculty

Interim Vice President Zuñiga introduced new faculty in Student Services: Natalie Mathrole (Counseling), Melissa Melendrez (Counseling), and Cory Gruber (CAS).

Vice President Shearer introduced new faculty in Instruction: Hassam Abedini (Music), Alonzo Campos

(Ethnic Studies), Devin Flesher (Administration of Justice), Hannah Higuera (Biology), Esther Kim (Agriculture Science), Amanda Larson (Computer Science), Jubal Raymond (Construction Technology), Robin Sinclear (Emergency Medical Services), Pablo Suarez (MESA), and Marcu Wade (Cosmetology).

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

There were no public comments.

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

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

Motion carried unanimously. Student Trustee – aye.

### 5. **Information-Reports**

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

Dr. Vickery reported that the Academic Senate, working in conjunction with the Office of Instruction, voted to approve the formation of a general education workgroup to do an impact analysis and recommend specific changes with respect to GE standards, processes, philosophy, intended outcomes, and course alignments within the updated Cal-GETC framework. The Senate also discussed the draft strategic plan and provided feedback for discussion at College Council. Finally, the Senate approved proposed changes to their bylaws to bring them in line with parliamentary procedures as outlined in Robert's Rules of Order and amended by stipulations imposed by the Brown Act.

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

Mr. Westbay reported on Classified Senate leadership changes. Andrea Walters (Career Center) is the new Vice President of Public Relations. CR Schaffer (Support Center) and Claudia Godinez (Glenn County Center) are new senators. The Classified Senate reviewed the draft strategic plan and provided feedback, which was all positive. The group is currently collecting feedback on revisions to AP 7120.2. Finally, the Senate continues their efforts to connect with community and will be at the Bountiful Butte Harvest Festival. They are also collecting recipes for their Friendsgiving cookbook, with a potluck scheduled for November 16. Finally, planning for the Butte Strong Remembrance Day is underway.

#### Student Trustee Comment – Liz Heaton

Ms. Heaton reported that student government's survey of students has received more than 400 responses; it closes November 3. Yesterday, the body approved more than \$10,000 in student club travel. Finally, at the end of the month, student government will attend the Student Senate for California Community Colleges conference.

#### Vice President Report – Andy Suleski

Assistant Superintendent/Vice President Suleski reported that October is Cyber Security Month. The Tech Center is focusing on state-wide fraud prevention measures, including implementing verification at the point of application. Butte College recently completed a triennial network security review and will develop action plans. Cyber security training has been implemented for all staff. Additionally, Soft Docs has been implemented and work on an RFP to revamp the web site is underway. Auditors are on campus today to work on the 22/23 fiscal year audit; the report should be ready for the board before winter break. The Bond Oversight Committee meets next week. The Science Building project is on target to start vertical construction in December. Assistant Superintendent/Vice President Suleski noted that the board received a white paper explaining why the college no longer proposes a change order to work on the Physical Science building as part of the Science Building project; it will now be handled as a separate project. Work on Mech Ag facilities continues, and the college is wrapping up the work on the softball field that the board approved last year. The bookstore right-sizing remodel is underway with construction of the wall starting this week and completion projected for the end of November. Human Resources is working with Neo Ed to implement the evaluation module to track evaluations. Finally, Assistant Superintendent/Vice President Suleski reported that the Planning &

Budget Committee is initiating the 24/25 budget development process as well as working on a revised unit planning process; guidance will be released later this week.

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

President Guleff recognized the birthdays of Trustees Boeger, Dahlmeier, and McGinnis. She presented the Butte College Annual Report and offered kudos to Christian Gutierrez for his work with 25<sup>th</sup> Hour to create it. President Guleff reported that she attended a Guided Pathways conference at the end of September. The college continues to make progress on several fronts, particularly with student success teams that provide wraparound support for students. President Guleff indicated that there's a board retreat scheduled at the end of October. The agenda will include interactive work with artificial intelligence as well as a review of the draft strategic plan. In December, the board will have a study session about the development of new academic programs. President Guleff reported that she attended Chico State President Perez's open house and then welcomed him and Chico State Athletic Director Barker and their spouses to a Butte College football game.

#### Board Comments

Trustee Nock indicated that he's looking forward to attending the Bountiful Butte festival. He noted that he had two opportunities to visit Enloe's flu clinic, which was staffed by Butte College nursing students. Trustee Nock reported that he recently engaged in a class hosted by the North Valley Community Foundation. He was impressed to learn that they have three full-time employees focused on communication and learned a lot about their strategies for connecting with community. He indicated that he wants to consider communication on campus and identify a development approach to connect community members to the areas of the college they naturally connect to. He concluded that he'd like to see a more robust development office in the future, noting that he feels a sense of urgency to engage the community. Trustee McGinnis indicated that he's intrigued by the upcoming education in AI, having been reading about it at college campuses. He noted that he recently became aware of a barrier to high school students who want to enroll in concurrent enrollment courses – they have the lowest registration priority which makes it difficult for them to build their high school schedules. Board Vice President Massa reported that he recently had the opportunity to attend a Boys and Girls Club event and spoke to the new Chamber of Commerce manager who expressed appreciation for his interaction with Butte College and President Guleff. Trustee Blacklock thanked Assistant Superintendent/Vice President Suleski for being willing to stay in his position a few months longer during the extended recruitment. Board President Krepelka reported that Linda Zorn is acting as interim Executive Director of the Foundation, which is seeing a lot of progress. The Foundation board has a retreat in November.

#### **6. Communications from the Public**

There were no public comments.

#### **7. Contracts**

##### **Approval of Contracts, Item 23-88510**

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

Motion carried unanimously. Student trustee – aye.

##### **Approval of Contract for Project Assignment Amendment to JK Architecture Engineering for Architectural Services for the Physical Science Building Remodel Project, Item 23-8511**

It was moved by Trustee McGinnis, seconded by Board Vice President Massa, to approve the project assignment amendment to JK Architecture Engineering for architectural services for the Physical Sciences Building remodel project in accordance with Board Policy 6340.

Motion carried unanimously. Student trustee – aye.

**Approval of Contract Amendment #1 to InterVision Systems, LLC for Information Technology Services Utilizing California Multiple Award Schedule CMAS Number 3-22-06-1030, Item 23-8512**

It was moved by Trustee Nock, seconded by Student Trustee Heaton, to approve amendment #1 to InterVision Systems, LLC, for information technology services utilizing California Multiple Award Schedule CMAS number 3-22-06-1030 in accordance with Board Policy 6340.

Motion carried unanimously. Student trustee – aye.

**Approval of Contract Amendment #1 to InterVision Systems, LLC, for Information Technology Consulting Services utilizing California Multiple Award Schedule CMAS Number 3-18-70-2281J, Item 23-8513**

It was moved by Trustee McGinnis, seconded by Trustee Blacklock, to approve amendment #1 to InterVision Systems, LLC, for information technology consulting services utilizing California Multiple Award Schedule CMAS number 3-18-70-2281J in accordance with Board Policy 6340.

Motion carried unanimously. Student trustee – aye.

**Approval of Contract to Purchase Information Technology Goods and Services from Rainforest QA, Inc., Utilizing California Multiple Award Schedule CMAS Number 3-18-70-3509A, Item 23-8514**

It was moved by Board Vice President Massa, seconded by Trustee Nock, to approve the purchase of information technology goods and services from Rainforest QA, Inc., utilizing California Multiple Award Schedule CMAS number 3-18-70-3509A in accordance with Board Policy 6340.

Motion carried unanimously. Student trustee – aye.

**Approval of Contract to Purchase Splunk Enterprise from SHI International Corp. utilizing Foundation for California Community Colleges Contract Number 00006779, Item 23-8515**

It was moved by Trustee McGinnis, seconded by Trustee Blacklock, to approve the purchase of Splunk Enterprise from SHI International Corp. utilizing the Foundation for California Community Colleges Contract Number 00006779 in accordance with Board Policy 6340.

Motion carried unanimously. Student trustee – aye.

**Approval of Contract to Purchase Tenable.sc from SHI International Corp. utilizing Foundation for California Community Colleges Contract Number 00006779, Item 23-8516**

It was moved by Trustee Blacklock, seconded by Board Vice President Massa, to approve the purchase of Tenable.sc from SHI International Corp. utilizing the Foundation for Community Colleges Contract Number 00006779 in accordance with Board Policy 6340.

Motion carried unanimously. Student trustee – aye.

**Approval of Contract with U.S. Bank for Travel Payment Services utilizing State of California Department of General Services Master Agreement Number 5-23-99-37-01, Item 23-8517**

It was moved by Board Vice President Massa, seconded by Trustee McGinnis, to approve the contract with U.S. Bank for travel payment services utilizing the State of California Department of General Services Master Agreement Number 5-23-99-37-01 in accordance with Board Policy 6340.

Motion carried unanimously. Student trustee – aye.

## 8. Finance

### **Board Budget Criteria for 2024-2025 Budget Development, Item 23-8518**

President Guleff indicated that the Planning & Budget Committee recommended updates to the budget criteria. Assistant Superintendent/Vice President Suleski explained that reviewing and updating the board budget criteria is the first step in the budget process. The Planning & Budget Committee made minor edits; the board also has the opportunity to make recommendations. The criteria will come back to the board next month for approval.

## 9. Instruction

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

Board President Krepelka opened the public hearing on College and Career Access Pathways (CCAP) Partnership Agreement Appendix which identifies dual enrollment course details for the 2023-2024 school year at Hamilton High School. Hearing no public comment, Board President Krepelka closed the public hearing.

It was moved by Board Vice President Massa, seconded by Trustee Nock, to approve the College and Career Access Pathways (CCAP) Partnership Agreement Appendix which identifies dual enrollment course details for the 2023-2024 school year at Hamilton High School.

Motion carried unanimously. Student trustee – aye.

## 10. Accreditation

### **ACCJC Accreditation 18-month Follow-Up Report, Item 23-8520**

President Guleff explained that Butte College had an accreditation site visit in spring 2022. Butte College received a finding related to evaluations, which required an 18-month follow-up report to the ACCJC. Vice President/Accreditation Liaison Officer Shearer compiled the report. Vice President Shearer indicated that Butte College took three actions to address the finding. An expectation was set that 100% of past due evaluations would be completed. Staff also examined the conditions that created the situation as well as contracting for a new system for tracking evaluations. He indicated that he believes we've adequately addressed the compliance issue, but more importantly now have the systems in place to maintain compliance. The college is moving forward with an evaluation module from Neo Gov that both tracks evaluations and provides a better system for conducting them.

Trustee Blacklock commended the college's efforts to get caught up with evaluations over the last year. Board President Krepelka agreed, adding that evaluations are an important tool in helping employees become the best they can be.

## 11. Closed Session

There was no closed session.

## 12. **Adjournment**

Board President Krepelka adjourned the meeting at 2:15 PM.