



## MINUTES OF SPECIAL MEETING

June 26, 2024 | 9:00 A.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, June 26, 2024, at 9:00 A.M., in the District Board Room at Butte College in Oroville, California.

**Board Members Present** Mr. Eugene Massa, President  
Mr. William McGinnis, Vice President  
Mr. John Blacklock, Clerk  
Mr. Mike Boeger  
Mr. John Dahlmeier  
Mr. Rick Krepelka  
Mr. John Nock  
Mr. Liam Eller, Student Trustee (9:00 A.M. until 1:00 P.M.)

**Board Members Absent** None

**Staff Members Present** Ms. Virginia L. Guleff, Superintendent/President  
Ms. Jessica Snelling, Vice President  
Mr. Erik Shearer, Vice President  
Mr. Brad Zuñiga, Interim Vice President  
Ms. Melissa Cafferata-Ainsworth, Executive Assistant to the President & Board of Trustees

**Guests** None

### **Pledge of Allegiance**

Trustee Nock led the Pledge of Allegiance.

### **1. Agenda Approval**

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

Motion carried by the following roll call vote:

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

Nos: None

Abstentions: None

Absent: None

### **2. Communications from the Public**

There were no public comments.

### **3. Discussion Items**

## 2024-2025 Budget

Superintendent/President Guleff provided a recap of Governor Newsom's May budget revise, reviewing the elements that will impact Butte College as well as the student-centered funding formula (SCFF) and its impact on the college's ability to recover its total computational revenue (TCR). She introduced a plan to increase enrollment at the Glenn County Center by expanding the LVN program there, which would require approximately \$2 million in one-time funding to move portables from main campus and install the appropriate infrastructure. Ongoing costs of the expansion are approximately \$1.4 million. The Board discussed the proposal and the potential for additional permanent construction at the Glenn County Center using budget reserves or a bond.

Superintendent/President Guleff introduced Vice President Snelling to present the 2024-2025 tentative budget. Vice President Snelling reviewed the budget development process and the assumptions underlying it. She reminded the Board that 2024-2025 is the last year Butte College will receive a cost-of-living adjustment (COLA) on apportionment revenue; that year's apportionment revenue will become the funding floor until the college achieves Full-Time Equivalent Students (FTES) recovery. Vice President Snelling reviewed the five-year projection for the unrestricted general fund and metrics that assess financial performance. She also reviewed projections for Butte College's TCR over the next five years.

Board President Massa called a 10-minute recess at 10:10 A.M.

Vice President Snelling reviewed the college's expenses, noting that fixed cost increases represent the largest increase to the budget. She reviewed the one-time and ongoing augmentations granted for 2024-2025. She concluded that if the tentative budget is approved, a \$41 million reserve balance is projected.

## Student Performance Indicators

Superintendent/President Guleff introduced Vice President Shearer to present Student Performance Indicator data. Vice President Shearer noted that not all of the Student Performance Indicator data has been published by the Chancellor's Office yet. The college reviews this data annually to meet accreditation standards and to ensure that the Board of Trustees has accurate data to make informed decisions. The metrics align with Vision for Success, Guided Pathways, and Student Equity and Achievement Program goals. Vice President Shearer presented seven measures of student success which track a student's journey through college: application, persistence, successful course completion, transfer level math and English completion, degrees awarded, credit certificates awarded, and transfer to baccalaureate.

## Board Training and Spotlight Presentation Cycle

Superintendent/President Guleff indicated that sexual harassment prevention, Title IX, and cyber security training will be provided to the Board of Trustees via online platforms. The Board expressed a preference for Equal Opportunity Employment (EEO) Plan and ethics training at the January retreat. Accreditation training will be provided by Vice President Shearer. The Board discussed potential topics for spotlight presentations: fraudulent applications, LVN program expansion, status updates on projects defined in planning documents, construction updates, academic programs, Rising Scholars, and student government.

## Board Policy 2310 – Regular Meetings of the Board

The Board reviewed BP 2310, Regular Meetings of the Board, in light of recent requests to hold meetings at other locations within the college's service area. Trustees discussed the costs and logistical implications of holding meetings off campus. The consensus was to maintain the college's current practice of holding board meetings on main campus and at the Glenn County Center, while doing more events in outlying areas.

Board President Massa called a 30-minute recess at 12:15 P.M.

4. **Board Self-Evaluation**

Board Self-Evaluation Committee Chair Dahlmeier led the Board and Superintendent/President Guleff in a discussion of the results of the Board self-evaluation survey, focusing on the questions related to data. The Board also discussed responsibility for achieving the goals. Overall, the evaluation results were positive.

5. **Board Annual Goals**

Superintendent/President Guleff reviewed progress on the Board's 2023-2024 goals. The Board requested a summary of progress before completing their self-evaluation next year. Superintendent/President Guleff proposed that for 2024-2025, the goals be divided into goals for the district and goals for the Board and Superintendent/President. Superintendent/President Guleff will continue to develop the goals and bring them to the Board for approval in August.

6. **Superintendent/President Annual Goals**

Superintendent/President Guleff reviewed progress on her 2023-2024 goals, focusing on developments since the last update in January. Her 2024-2025 goals will be based on the board's annual goals.

7. **Adjournment**

Board President Massa adjourned the meeting at 2:14 P.M.