



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

BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING

October 16, 2024 | 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, October 16, 2024, at 1:00 P.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

Board Members Absent None

Staff Members Present Ms. Virginia L. Guleff, Superintendent/President
Mr. Erik Shearer, Vice President
Dr. Jess Vickery, Academic Senate President
Mr. Chris Westbay, Classified Senate President
Ms. Melissa Cafferata-Ainsworth, Executive Assistant to the President & Board of Trustees

Guests None

Pledge of Allegiance

Board Vice President McGinnis led the Pledge of Allegiance.

1. Agenda Approval

It was moved by Trustee Krepelka, seconded by Board Clerk Blacklock, 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. Introduction of New Faculty

Superintendent/President Guleff introduced Vice President Shearer to introduce the full-time tenure track faculty hired in spring 2024. Vice President Shearer introduced Bonnie Baxter (Agriculture and Natural Sciences), Teresa Carrasco (Ethnic Studies), Cris Frazer (Emergency Medical Services), Ed

Jackson (Health, Kinesiology, and Athletics), Jessica Jackson (Articulation Officer), Steven Niedbala (Art), Amber Noel-Camacho (Ethnic Studies), Jared Parker (Agriculture Engineering and Technology), Mark Scholl (ESL), Melody Struthers (Anthropology), Carlos Vasquez (Chemistry), and Emilie Wilson (Respiratory Care).

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

There were no public comments.

4. **Approval of Consent Agenda, Items 5.1-5.8**

It was moved by Trustee Boeger, seconded by Trustee Dahlmeier, to approve the consent agenda.

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

5. **Reports**

Academic Senate President's Report – Jess Vickery

Academic Senate President Vickery reported that the Academic Senate has nominated several faculty to committees including the Statewide Common Course Numbering taskforce. Additionally, Sara Smallhouse has been selected to represent Butte College on the Art History work group. Academic Senate's Academic Calendar Workgroup proposed an alternative calendar for the 2026-2027 year that will be presented to the campus community at the Fall Academic Senate Forum on Wednesday, October 30. Academic Senate President Vickery noted that proposed changes include an increase in two instruction days to the fall term with a concomitant reduction in Flex obligation and no instruction scheduled the week of Thanksgiving. Academic Senate President Vickery concluded that a new Curriculum Committee Chair will be elected at today's Academic Senate meeting; their term will begin in fall 2025. He expressed appreciation to Donna Davis for fulfilling that role for the last three years.

Classified Senate President's Report – Chris Westbay

Classified Senate President Westbay welcomed Renan Young to the Classified Senate. He also thanked everyone who donated to the Senate's bake sale at the Bountiful Butte Harvest Festival. Classified Senate President Westbay reported that Classified Senate is collecting feedback on AP 5500 Standards of Student Conduct and AP 4105 Distance Education. He reported that Senate is collaborating with HR for a presentation on the new evaluation software at the November Senate meeting. Finally, the Senate's Engagement Committee is working on a number of events including the Butte Strong Remembrance and Friendsgiving.

Student Senate President's Report – Mercedes Cortez-Nava

Student Senate President Cortez-Nava reported that Student Senate has reviewed and approved two grant requests this semester – one for a Battle Bots project and one for the Adventure Club's Mt. Shasta camping trip. She reported that there's been an increase in the number of active student clubs. Student Senate President Cortez-Nava concluded that Student Senate co-hosted a series of election-related events and plans to hold a voter registration drive.

Student Trustee Comments – Liam Eller

Student Trustee Eller reported that he attended Student Senate's election series events and found them productive and informative. He reported that work is being done to develop a survey to collect student feedback on bus routes and schedules. Student Trustee Eller reported on several events he attended, including the Pronoun Fair and HSI Conference at Butte College, as well as the Student Senate for California Community Colleges Conference where he interacted with student trustees and

college representatives from across the state.

Superintendent/President's Report – Virginia Guleff

Superintendent/President Guleff started her report by introducing her Association of California Community Colleges Administrators (ACCCA) mentee Amy Schulz, Dean of Workforce and Strategic Initiatives at Sierra College.

Superintendent/President Guleff reported that the contract for Butte College's new Vice President for Student Services, Imelda Simos-Valdez, is in today's board packet. Ms. Valdez will be fully on campus in January. Superintendent/President Guleff stated that she's excited to welcome Ms. Valdez to the team. She also expressed her appreciation to Brad Zuñiga for acting as interim VPSS for two years during a difficult time of transition, adding that his work was very helpful to the college.

Superintendent/President Guleff reported on the events she attended since the last Board of Trustees meeting, including meeting with Student Senate to discuss how they can contribute to the Butte College Strategic Plan. She also attended the Reg2Go counselor breakfasts, the Bountiful Butte Harvest Festival, the HSI Conference, and the Demystifying Ethnic Studies Conference. She thanked everyone who worked hard to put on excellent events. Superintendent/President Guleff also reported on the community events she attended, including a Durham Exchange Club meeting, the NAACP gala, the Farm to Fork Dinner, and the Hmong New Year Celebration.

Superintendent/President Guleff reported on two initiatives that support student success. First, the Butte College Foundation supported 13 fire-impacted students with direct aid based on outreach done by the Roadrunner Hub and thanks for a grant from the Foundation for California Community Colleges. Second, Butte College is partnering with UC Davis on a \$200,000 USDA grant that will offer summer research and mentorship programs to women, underrepresented, and first-generation students in agriculture.

Superintendent/President Guleff concluded her report by announcing the North Far North Regional Convening and Collaboration with the Chancellor's Office in November. The goal of the two-day workshop is for colleges to align their plans with the Vision 2030, activity that also aligns with the Board of Trustees' Strategic Focus number one to prioritize strategic plan objectives.

Board Comments

Trustee Krepelka presented a recap of the Trustees' Foundation endowment [attached at the end of the minutes]. It contains \$15,000, which will allow the Board to grant a \$750 scholarship. Trustee Krepelka noted that he'd like to increase the scholarship to \$1,000, which would require a \$5,000 increase in the endowment. Board Clerk Blacklock thanked Mr. Zuñiga for doing a great job as interim VPSS, adding that it was a pleasure getting to know him and share thinking with him. Board President Massa reported that the Board of Trustees Food Drive to benefit the Roadrunner Hub will be held next month. He encouraged the campus community to fill the board room with donations. Board Vice President McGinnis attended the Community College League of California's legislative update, which included a presentation from tribal colleges as well as discussion about dual enrollment. He reported that AB 359 which would have allowed asynchronous dual enrollment classes was vetoed by the governor but may return during the next legislative session. Trustee Dahlmeier commented that it's always exciting to see the quality of Butte College faculty and employees and praised the college's support of travel to foster learning opportunities outside the classroom. Trustee Boeger reported that he enjoyed reading Trustee Blacklock's editorial in the newspaper. He also reported that he reviewed the statewide high school test results and saw a variation in scores, which made him wonder how Butte College can support the schools with lower scores. Trustee Nock thanked Mr. Zuñiga for his leadership, adding that he really appreciates his efforts in filling the interim role for such a long time. Trustee Nock concluded that he also appreciated Superintendent/President Guleff's attendance at the Durham Exchange Club Meeting.

6. **Communications from the Public**

There were no public comments.

7. **Contracts**

Approval of Contracts, Item 7.1

It was moved by Trustee Dahlmeier, seconded by Board Clerk Blacklock, 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 Eller (advisory vote), Massa, Blacklock, Boeger, Dahlmeier, Krepelka, and Nock

Nos: None

Abstentions: None

Absent: Trustee McGinnis

Approval of Resolution No. 824 for Approval of Contract with the California Department of Education for California State Preschool Program 2025-2026, Item 7.2

It was moved by Board Clerk Blacklock, seconded by Trustee Nock, to approve Resolution No. 824 for approval of contract with the California Department of Education for California State Preschool Program 2025-2026, in accordance with Board Policy 6340.

Motion carried by the following roll call vote:

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

Nos: None

Abstentions: None

Absent: Trustee McGinnis

Approval of Contract to Purchase Information Technology Goods and Services from ePlus Technology Inc., utilizing California Participating Addendum Number 7-20-70-47-04, Item 7.3

It was moved by Trustee Krepelka, seconded by Trustee Dahlmeier, to approve the contract to purchase information technology goods and services from ePlus Technology Inc., utilizing California Participating Addendum Number 7-20-70-47-04 in accordance with Board Policy 6340.

Motion carried by the following roll call vote:

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

Nos: None

Abstentions: None

Absent: Trustee McGinnis

Approval of Contract Amendment #1 to Pariveda Solutions, Inc. for Information Technology Professional Services utilizing California Multiple Award Schedule CMAS Number 3-23-01-1035, Item 7.4

It was moved by Trustee Krepelka, seconded by Board Clerk Blacklock, to approve contract amendment #1 to Pariveda Solutions, Inc. for information technology professional services utilizing California Multiple Award Schedule CMAS Number 3-23-01-1035 in accordance with Board Policy 6340.

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

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 7.5

It was moved by Board Vice President McGinnis, seconded by Board Clerk Blacklock, to approve the contract to purchase 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 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

Approval of Contract to Purchase Equipment from Peterson Cat Utilizing Sourcewell Contract with Caterpillar Inc. Number 011723-CAT, Item 7.6

It was moved by Board Clerk Blacklock, seconded by Trustee Nock, to approve the contract to purchase equipment from Peterson Cat utilizing Sourcewell Contract with Caterpillar Inc. Number 011723-CAT in accordance with Board Policy 6340.

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

Approval of Contract to Purchase Tenable.sc from SHI International Corporation utilizing Foundation for California Community Colleges Contract Number 00006779, Item 7.7

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

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

8. Finance

Appointment of Measure J Citizens' Bond Oversight Committee Members, Item 8.1

It was moved by Trustee Dahlmeier, seconded by Board Clerk Blacklock, to appoint Stan Thompson and Sarah Houston to the Butte-Glenn Community College District Measure J Citizens' Bond Oversight Committee

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

Approval of Destruction of Disposable Records, Item 8.2

It was moved by Board Vice President McGinnis, seconded by Trustee Krepelka, to approve destruction of disposable records in accordance with Administrative Procedure 3310.

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

Approval to Donate Surplus Electronic Equipment, Item 8.3

It was moved by Board President Massa, seconded by Board Clerk Blacklock, to approve the donation of surplus electronic equipment to in accordance with Board Policy 6550.

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

9. Human Resources

Approval of Employment Contract for Vice President for Student Services, Item 9.1

Board President Massa provided an oral summary of the contract terms and compensation.

It was moved by Board Clerk Blacklock, seconded by Board Vice President McGinnis, to approve the employment contract for the Vice President for Student Services.

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

10. Closed Session

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

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

11. Adjournment

Board President Massa adjourned the meeting at 2:57 P.M.



**BUTTE COLLEGE
FOUNDATION**

October 16, 2024

Dear Butte-Glenn Community College Board of Trustees,

Thank you for your inquiry about the Butte-Glenn Trustees Endowment and your interest in increasing the annual scholarship distribution.

The Butte-Glenn Trustees Endowment was established in 1999. Currently, the endowment has a corpus of \$15,062, which can support an annual scholarship distribution of \$750, provided that the earnings remain at or above 7%. This includes a 5% distribution rate and a 2% administration service fee.

To increase the annual scholarship distribution to \$1,000 in the future, the endowment would need to be increased to at least \$20,000. A higher amount may be advisable to better mitigate market fluctuations.

We are grateful for all the ways you work to increase access and success for our students. Thank you for your continued support of this important fund.

Sincerely,

A handwritten signature in cursive script that reads "Suzanne Watroba".

Suzanne Watroba
Executive Director,
Butte College Foundation



BUTTE COLLEGE
FOUNDATION

2023-2024

Endowment Recap Report



Endowment Recap Report

Butte-Glenn Trustees Scholarship Endowment
July 1, 2023 to June 30, 2024

Endowment Information	
Account #	24035
Fiscal Year Established	1999/2000
Initial Contribution	\$4,100.00
Net Endowment Balance	\$18,905.30

Corpus – Permanently Restricted	
Beginning Balance of June 30, 2023	\$15,062.36
Endowment Contributions	\$0.00
Endowment Transfers	\$0.00
Corpus Total as of June 30, 2024	\$15,062.36

Non - Corpus – Temporarily Restricted	
Beginning Balance as of June 30, 2024	\$1,919.29
Investment Earnings (14.80%)	\$2,513.28
Administrative Fees	\$-339.63
Distributions	\$-250.00
Miscellaneous Adjustments	\$0.00
Distribution Reconciliation	\$0.00
Balance as of June 30, 2024	\$3,842.94

*Recap information is through June 30, 2024 and does not reflect activity beyond this date.



Students receiving scholarship awards at Scholarship Awards Brunch in August 2024.



About Butte College Foundation Endowments

For investment purposes, all contributions to the Fund will be pooled and become part of the general endowment funds and investment assets of the Butte College Foundation. The Foundation shall invest the Fund's assets in accordance with the Foundation's investment policy. Although all contributions to the Fund will be pooled, the Foundation shall keep records of the Fund's balances, investments, gains, and losses. The endowment corpus amount may at times be less than the original corpus amount due to realized and unrealized losses on investments.

Glossary

Corpus – Permanently Restricted

Beginning Balance - The corpus total at the beginning of the fiscal year, July 1st.

Endowment Contributions - The sum of all gifts received into the fund during the fiscal year (July 1 - June 30). Timing differences may impact the amount shown, depending on when the charitable contributions are recorded by the Foundation and when they are actually credited to the specific fund.

Endowment Transfers - This may include any transfers of gifts from one fund to another, additional payouts, or the return of unspent funds to the endowment.

Corpus Total - Total amount of restricted funds to be held. The corpus beginning balance plus endowment contributions less endowment transfers during the fiscal year.

Non - Corpus – Temporarily Restricted

Balance - Starting balance of earnings accumulation at the beginning of the fiscal year.

Investment Earnings (Gains/Losses) - The difference between the beginning and ending fund values. The change in value reflects performance during the fiscal year based on a three-year fund asset average.

Endowment Administrative Fee - An administrative service fee, as established by the Foundation's Board of Directors, will be assessed to the Fund annually to cover administration activities of the Fund. The Foundation will calculate and charge against the Fund assets an administrative service fee of two percent (2%) based on the two-year average Fund value on the last day of June of each year.

Distributions - The amount of distributions in accordance with the endowment agreement signed by the donor or in accordance with Foundation's Endowed Account Guidelines for Establishing an Endowment.

Miscellaneous Adjustments - Used to identify other adjustments to the non-corpus temporarily restricted funds such as third-party fees or donor-initiated adjustments.

Distribution Reconciliation - If distribution cross fiscal years, adjustments will be noted here. This typically occurs when distributions are not deposited in a timely manner by students or when awards go unclaimed.

Total - Beginning balance of earnings accumulation, plus investment gains/losses, less administrative fees, distributed, miscellaneous adjustments and distribution reconciliation.

Net Endowment Balance - Total of corpus and earnings accumulation for the fiscal year.

July 29, 2024

Dear Scholarship Donor,

I am sincerely honored to have been selected as the recipient of the Butte Glenn Trustee Scholarship. I am looking forward to completing my third and final year at Butte College. Then continuing my education at Chico State and obtaining my academic goal of a bachelor's degree in Mechanical Engineering. Thank you for your generosity, this will help me to financially meet the requirements of my academic plan.

Thank you again for your thoughtful and generous gift.

Sincerely,

XXXXXXXXXX
XXXXXXXXXXXXX
XXXXXXXXXXXXX

