



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

BOARD OF TRUSTEES

## MINUTES OF REGULAR MEETING

February 14, 2024 | 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, February 14, 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  
Ms. Liz Heaton, Student Trustee

**Board Members Absent** None

**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, Executive Assistant to the President & Board of Trustees

**Guests** None

### Pledge of Allegiance

Board Clerk Blacklock 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 unanimously. Student Trustee – aye.

### 2. Communications from the Public – Consent Agenda

There were no public comments.

### 3. Approval of Consent Agenda, Items 3.1-3.9

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

Motion carried unanimously. Student Trustee – aye.

#### 4. **Reports**

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

Academic Senate President Vickery reported that in conjunction with HR, the Office of Instruction and the Office of the President, the Senate is working on revisions to the Academic Hiring Guidelines to modernize and humanize the hiring process for faculty. They are currently testing an accelerated hiring calendar that allows for greater interaction between the college and applicants and hope to have it memorialized in a new administrative procedure. Academic Senate is also continuing to review charter and bylaws documents for its standing subcommittees. Draft documents for the Equivalency Committee have been approved and ratified by the Senate and are now ready for review in College Council. Academic Senate President Vickery noted that College Council itself is also currently reviewing their own charter and bylaws documents. He added that this is all part of ongoing work with the President to update the college's Institutional Effectiveness Manual. Academic Senate President Vickery concluded that Senate is working with the Office of Instruction to update grade-attendance reporting and justification procedures with the intent to streamline record-keeping and reduce the legwork required on the part of staff to address attendance reporting and grade justification issues as they arise.

Trustee Dahlmeier asked about the accelerated faculty hiring calendar. Academic Senate President Vickery explained that the Office of Instruction worked hard to move the academic hiring process earlier in the year which increased the pool of applicants. Additionally, starting earlier allows for more interactions with applicants before the deadline to hire. He added that committees are also testing a process of paper screening followed by Zoom screening and then inviting candidates to campus for a teaching demo and second interview. This process allows the college to indicate its interest to candidates earlier, too. Trustee Krepelka asked if the college pays the travel costs of candidates who come to campus to interview. Assistant Superintendent/Vice President Suleski responded that the college pays travel costs for candidates who come from outside a certain region.

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

Classified Senate President Westbay reported that the Senate finished reviewing AP 5521, Academic Integrity, and had no suggested changes. The Senate also has several fundraisers going on, including a bake sale today that sold out. They have a Chipotle fundraiser on February 21. Classified Senate President Westbay reported that the Senate is working on Classified Professionals Day planning and soliciting emeritus nominations this year. Additionally, the Classified Leadership Institute will be held in Riverside this year; interested employees can apply for professional development funding to attend. He noted that the Senate is also calling for more classified professionals to participate in Commencement. Finally, Classified Senate President Westbay noted that the Senate is donating a student photo to the Spring Gala silent auction.

##### Student Trustee Comment – Liz Heaton

Student Trustee Heaton reported that four new senators were appointed to the Student Senate board, which means the board is full again. Having a full board allows students to be better represented on college committees. She also reported that Student Senate held their first Tabling Tuesday, which was a success. They also wrote a resolution for the SSCCC to require all campuses to have three types of car seats available on campus. Student Trustee Heaton concluded that the entire Butte College student government will attend the SSCCC general assembly.

##### Vice President Report – Erik Shearer

Vice President Shearer indicated that his report will focus on Dual Enrollment. He introduced Instructional Dean Kam Bull, Faculty Coordinator Jacob Vazquez, and Program Administrator Tanna Neilsen. Vice President Shearer explained that Dual Enrollment is when a high school student enrolls in a college course. Butte College has offered it for many years. He noted that there are several types of

Dual Enrollment. Concurrent enrollment is when a high school student takes a college class in addition to their high school classes. He added that the college tries to use the term Dual Enrollment for College and Career Access Pathway courses, a program that starting in 2016 that allows community colleges to limit enrollment in particular course to high school students. CCAP Dual Enrollment has increased substantially at Butte College in the last few years. The classes are taught by high school teachers who meet our qualifications but teach the classes on their high school campuses during their regular schedule. Vice President Shearer indicated that the third type of Dual Enrollment is College Connection, which is a middle college high school.

Interim Vice President Zuñiga indicated that three local high school districts – Chico, Oroville, and Paradise – participate in College Connection. Students in those districts apply through their high school to spend their senior year taking Butte College Classes. The high school districts provide a teacher who is housed on Butte College’s campus and functions like a homeroom teacher.

Vice President Shearer indicated that there are other types of Dual Enrollment that Butte College does not participate in. Early college high school happens on a high school campus and allows students to complete 60 college units for an associate degree by the time they graduate from high school. He noted that Butte College does have students who complete 20-30 units of college credit while still in high school in our Dual Enrollment programs.

Vice President Shearer indicated that there are currently 1,363 high school students enrolled in Butte College classes. Three-hundred sixty-eight are enrolled in two or more courses. Seventy are enrolled in three or more courses. There are 119 sections offered through CCAP this year at 14 high schools with approximately 1,700 enrollments. Next year, Butte College will offer 145 sections of Dual Enrollment and anticipates 2,300 enrollments.

The Trustees discussed the Chancellor’s Office goal to have every high school student achieve 12 units by the time they graduate high school. Board Vice President McGinnis asked about high school students having trouble accessing the application. Vice President Shearer responded that there’s a new application process for fall. Trustee Nock asked about barriers to participation in Dual Enrollment that small schools might face and what the college can do to bring the opportunity them. Vice President Shearer explained that the biggest barrier is finding teachers outside of CTE programs who meet minimum qualifications. A potential solution is loosening regulations on asynchronous Dual Enrollment, which is being considered this year. Trustee Dahlmeier asked if transportation is an option for Dual Enrollment students. Interim Vice President Zuñiga explained that CCAP classes are on high school campuses, so transportation to Butte College isn’t needed. College Connection students may use the buses. Trustee Krepelka asked about the financial side of Dual Enrollment. Vice President Shearer explained that for CCAP classes it varies, based on the agreement with the local school district. Most of the time, the college collects FTES. How the CCAP teacher is paid varies based on the class and the agreement. College Connection is taught by our instructors and the college gets the FTES. Board President Massa asked if any local community colleges offer early college. Program Administrator Neilsen indicated that there are none in our area.

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

Superintendent/President Guleff indicated that there are copies of the published Butte College Strategic Plan in the Trustees’ binders and noted that she’s very proud of the final document.

Superintendent/President Guleff reported that the Chancellor’s Office has distributed its annual Chaptered Legislation and Guidance Report. Leadership will review the document to ensure the college is in compliance with the new legislation.

Superintendent/President Guleff reported that her office is investigating purchasing iPads for the board after the January discussion about the transition to Board Docs. It will take several months to procure them. The Board will be provided with training.

Superintendent/President Guleff reported that she had the privilege of talking to Linda Watkins-Bennett live on the noon news yesterday about the Butte College Foundation's two alumni of the year, Brandon Slater and Julie Martin. She added that the Foundation approved its strategic plan, which dovetails with initiative four from the Butte College Strategic Plan.

Superintendent/President Guleff noted that Butte College has received some impressive athletic awards lately. Both the men's and women's basketball teams and the football team were recognized as California Community College Athletic Association Scholar Team recipients for the 2022-23 academic year. Basketball player Megan Weinrich was named to the California Community College Athletic Association Scholar Athlete Honor Roll. Football player Dante Jackson was one of two athletes in the state awarded the 2022-23 California Community College Athletic Association Scholar Athlete Award.

Superintendent/President Guleff concluded by reporting on events she attended recently, including the CCLC Effective Trusteeship and Board Chair Workshop, the Butte County Farm Bureau Annual Dinner, the Boys and Girls Clubs Gala, and the Oroville Rotary Round-Up.

### Board Comments

Trustee Nock reported that the Butte College Foundation was excited to approve its strategic plan. He noted that the Spring Gala is sold out, but tickets for the opportunity drawing are still available. Trustee Nock reported that the Foundation is halfway through its scholarship process and will award \$204,000 in scholarships. He concluded that he enjoyed the CCLC conference and opportunity to meet trustees from other schools and understand how lucky we are at Butte College. Trustee Boeger indicated that in the past he's been critical of bachelor's degrees at community colleges but would support the new program to offer them in nursing. Trustee Dahlmeier reported that he attended the CCLC conference and learned a lot through conversations he had there. He noted that the Trustees toured the Butte College Child Development Center today, adding that he's proud of their work and wishes the college could do more to help student parents. Board Vice President McGinnis reported that he attended CCLC and also came away with gratitude for Butte College. He noted that he appreciates Trustee Boeger's comment and also advocates for expanding our nursing program but believes that it would be difficult for Butte College to offer a four-year degree under the new program due to proximity to Chico State. Board Clerk Blacklock reported that he's been reading about issues with the new FAFSA process and asked about its impact at Butte College. Student Services Dean Tamera Shinar explained that for the most part the new FAFSA seems to be better for students. The biggest challenges are on the back end with the delay of student financial records from the Department of Education. The college's Financial Aid Department has been communicating with students that there will be a delay in student aid packaging. Trustee Krepelka reported that he also attended the CCLC conference and was interested to see that there are other good colleges that Butte College can learn from. Board President Massa reported that he also attended the CCLC conference and echoed the sentiment of gratitude to be at Butte College. He noted that he'd been considering the new practice of asking the student trustee to vote first and believes it might be uncomfortable for her. At the conference he found that some trustees were unaware of the new legislation and other have shifted to doing all roll call votes. Board President Massa concluded that he's going to start doing all roll call votes.

### **5. Communications from the Public**

There were no public comments.

## 6. Finance

### **Authorization to Increase Student Transportation Fees for 2024-2025, Item 6.1**

It was moved by Trustee Dahlmeier, seconded by Trustee Nock to approve the Authorization to Increase Student Transportation Fees for 2024-2025 as submitted.

Superintendent/President Guleff turned the floor over to Assistant Superintendent/Vice President Suleski to explain the request to increase student transportation fees. Assistant Superintendent/Vice President Suleski explained that the college has been discussing transportation and its inability to raise enough revenue to meet costs for several years. The bus system currently runs \$1 million in the red, which impacts the district. Several options were discussed at the October board retreat, but none were feasible. Consensus was to maintain the system for as long as possible while increasing revenue and decreasing cost. The maximum allowed fee is \$96. Butte College's current fee is \$73. Assistant Superintendent/Vice President Suleski recommended increasing the fee to \$90 to reduce the draw on reserves. He noted that the Chancellor's Office recently provided guidance that fee increases should be moderate, gradual, and predictable. Assistant Superintendent/Vice President Suleski concluded that Butte College needs to find a way to get to \$96.

It was moved by Board Vice President McGinnis, seconded by Trustee Boeger, to amend the motion to increase the transportation fee to \$80 for students taking 6 or more units.

Trustee Boeger asked how much a \$90 transportation fee will impact the \$1 million shortfall. Assistant Superintendent/Vice President Suleski explained that with a \$90 transportation fee, revenue will increase by \$200,000. Trustee Krepelka that he's not in support of the amended motion and would like to increase the fee to \$90 because the students he spoke to were less concerned about the fee and more concerned about having a transportation system. He added that he'd rather use funds in ways that benefit more students. Board President Massa indicated that if the Chancellor's Office guidance says fee increase *shall* be moderate, gradual, and predictable, then the college shouldn't make too big of an increase. Board Clerk Blacklock indicated that he agreed with Trustee Krepelka's comments and would prefer to increase to a higher fee. Trustee Dahlmeier indicated that he was uncomfortable with \$90, but would support \$80, noting that as part of a rural community, the college should be mindful of student transportation needs. Student Trustee Heaton asked when the next fee increase would occur. Assistant Superintendent/Vice President Suleski responded that it would be at the same time next year.

Board President Massa called the question on the proposed amendment.

Motion carried by the following roll call vote:

Ayes: Trustees Heaton (advisory vote), Massa, McGinnis, Boeger, and Dahlmeier

Nos: Trustees Blacklock, Krepelka, and Nock

Abstentions: None

Absent: None

Board President Massa called the vote to approve the Authorization to Increase Student Transportation Fees for the 2024-2025 school year beginning in the fall 2024 semester to \$80 for students taking 6 or more units, \$68 for students taking 1.1 to 5.9 units, and \$25 for students taking .1 to 1.0 units.

Motion carried by the following roll call vote:

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

Nos: None

Abstentions: None

Absent: None

## **Authorization to Increase Nonresident Tuition Fee for 2024-2025, Item 6.2**

Superintendent/President Guleff indicated that similar to the transportation fee increase, the college learned from the Chancellor's office that the nonresident tuition fee can be increased incrementally. It is currently \$295. The statewide average is \$406. She noted that the college can get to \$406 gradually. Assistant Superintendent/Vice President Suleski added that the college can look at how many years it wants to take to reach the statewide average and increase incrementally. He recommended planning the increase over two to three years, which could be achieved with a 10% increase to \$325.

It was moved by Trustee Krepelka, seconded by Board Clerk Blacklock, to approve the Authorization to Increase Student Transportation Fees for 2024-2025 to \$330.

Motion carried by the following roll call vote:

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

Nos: None

Abstentions: None

Absent: None

## **7. Administration**

### **Proposed Revisions, Review and Adoption of Board Policies, Item 7.1**

Board Vice President McGinnis reported that the Board Policy Committee met last semester to review and update board policies 7100, 7110, 7120, and 7160 according to recommendations provided by the Community College League of California. He noted that this agenda item is information only; the Board will vote on modifications to these board policies at the March meeting. Trustees should direct any input to Superintendent/President Guleff.

## **8. Human Resources**

Board President Massa indicated that agenda item #8 for Human Resources is a typo; there is no item.

## **9. Closed Session**

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

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

## **10. Adjournment**

Board President Massa adjourned the meeting at 3:12 PM.