



MINUTES OF REGULAR MEETING

April 17, 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, April 17, 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. Scott Thomason, Interim 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

Trustee Dahlmeier led the Pledge of Allegiance.

1. Agenda Approval

It was moved by Board Clerk Blacklock, seconded by Trustee Dahlmeier, to approve the agenda as presented.

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

2. Human Resources

Probationary Faculty Tenure Recommendations Effective Fall 2024

Superintendent/President Guleff spoke about the importance of hiring faculty who will provide a welcoming and safe environment for our students and indicated that she was pleased to introduce this year's tenure class. She then introduced Vice President for Instruction Shearer and Interim Vice President for Student Services Zuniga to present the six probationary faculty members to the Board of Trustees.

It was moved by Board Vice President McGinnis, seconded by Trustee Blacklock, to grant tenure to the recommended fourth-year, third contract, probationary faculty members effective Fall 2024 as presented.

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

Board President Massa recessed the meeting for 10 minutes to allow for celebration of the newly tenured faculty members.

3. Communications from the Public – Consent Agenda

There were no public comments.

4. Approval of Consent Agenda, Items 4.1-4.7

It was moved by Trustee Krepelka, seconded by Student Trustee Heaton, to approve the consent agenda.

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

5. Reports

Academic Senate President's Report – Jess Vickery

Academic Senate President Vickery reported that Academic Senate, in conjunction with the Office of Instruction and the Office of the President, has authored a draft Administrative Procedure AP 7120.X for hiring associate faculty. The draft proposal has gone through two rounds of editing in the Department Chairs' Committee and will have its second reading at the next Senate meeting. Once approved by the Senate, the AP will be presented in College Council for review and eventual approval by Leadership. Senate will then begin working on a similar AP for hiring full-time faculty. The Senate has also established a faculty workgroup on artificial intelligence (AI) to outline best practices for the use of AI in instruction and potentially develop AI-related Program Learning Outcomes to help ensure that students are given the skills they will need in the workforce. Academic Senate President Vickery noted that elections for the Senate and Curriculum Committee are underway. Finally, in recognition of their outstanding retired colleagues, the Senate will confirm its nominations for Emeritus Faculty Awards at their meeting later today.

Classified Senate President's Report – Chris Westbay

Classified Senate President Westbay reported that Classified Senate is kicking off its election season as well as planning Classified Professionals Day, which will have a beach theme and focus on community.

The Senate will send six employees to the Classified Leadership Institute; other classified employees will attend with the support of other groups. Classified Senate is planning their traditional coffee and Scantron giveaway for finals week and is gearing up to grant two \$500 scholarship awards in August. Finally, for Friday's Steinway Soiree, Classified Senate donated a photo to the silent auction.

Student Trustee Comment – Liz Heaton

Student Trustee Heaton reported that she was the Region 1 delegate to the Student Senate for California Community Colleges' Assembly, which was an amazing experience. Chancellor Sonya Christian joined via Zoom, and Butte College's car seat resolution passed. Student Trustee Heaton noted that she is extremely proud of the work that went into that project. Resolutions related to student trustee pay, mental health visibility and transparency, campus legal clinics, and human trafficking awareness resolutions also passed. Student Trustee Heaton reported that elections to the AS Executive Board will be held next week. Student Senate is also hosting an Earth Day celebration next week on April 23. Finally, Butte College Student Life's annual Spring Carnival will be held May 8.

Vice President Report –

Vice President Zuniga reported on a number of events and activities happening in Student Services. Butte College's Black Leadership and Cultural Center is hosting daily viewing parties for Black Student Success Week, which starts next week. The UndocuCenter will host an UndocuAdvocate Training in campus's new space, The Roadrunner Nest, on April 22. At the end of the month, the Puente Program will take students to visit UCLA, USC, and the Lost Angeles County Museum of Art. Butte College's TRIO SSS and EOPS programs combined forces to take students on a two-day college tour to UC Berkeley, San Francisco State, and Cal State East Bay. EOPS will once again host a Summer Bridge program, "Bridging Dreams to Degrees," for new students this August. Butte College's CASA program will host its Summer Jam on July 25. The program is geared toward new high school graduates to engage students in the Latinx community.

Vice President Zuniga reported that the Butte College Financial Aid Office has been working hard and continuing to support students through the challenges of the new FAFSA. This week, they began importing larger batches of student files, running files through packaging processes, testing rules and communications, and working through any issues identified along the way. Financial Aid expects to begin notifying students of their financial aid packages by April 30.

Vice President Zuniga reported that the Butte College's Learning-Aligned Employment Program (LAEP) was launched in summer 2023. Since then, 86 students have held or are currently holding internship positions on and off campus through private and non-profit employers. The Butte College Career Center is currently working with local government agencies such as Glenn County, Butte County, the City of Oroville, and the City of Orland to create LAEP opportunities across various job sectors for students to start working this May. Butte College's LAEP program is recognized by the California Student Aid Commission as the model for the state.

Vice President Zuniga introduced Butte College's new Marketing Director, Jacqueline Dillard, who brings a wealth of experience in public relations, communications, and marketing. She will be a great addition to our campus and will support efforts such as the Strategic Enrollment Management Plan.

Vice President Zuniga concluded by providing a summary of the Big Time event. He thanked the staff who helped coordinate it, the Office of Instruction for supporting classes being moved so the gym could be utilized, and Facilities for pivoting the day before the event to move everything into the gym.

Trustee Krepelka asked about financial aid fraud in the community college system. Vice President Zuniga explained that the Chancellor's Office has rolled out system-wide efforts to help prevent fraud, which is a big topic everywhere in the system. Butte College has added Admissions & Records staff to help address the increase in fraudulent applications that lead to fraudulent applications for financial aid.

Superintendent/President's Report – Virginia Guleff

Superintendent/President Guleff introduced Interim Vice President for Administrative Services, Scotty Thomason. He has 37 years of experience in the California Community College system.

Superintendent/President Guleff thanked Vice President Thomason for agreeing to work with Butte College during this time of transition. She added that she's working with HR to complete negotiations with the incoming Vice President for Administrative Services and hopes to be able to make an announcement before next month's board meeting.

Superintendent/President Guleff reported that she attended the Community College League of California's CEO conference last month where there was a great deal of talk about the budget and the 50% law. It was reported at the conference that system-wide enrollment is up 7%.

Superintendent/President Guleff reported that she also attended the Higher Education Research and Development Institute where technology companies present educational products to college leaders who then provide feedback. Finally, Superintendent/President Guleff attended the Guided Pathways Institute where Amanda Montgomery, Director of Equitable Pathways and Achievement, and Bob White, Dean of Instruction, gave an excellent presentation on the work Butte College has done, including the campus-wide opt-out scheduling pilot that will debut for the fall semester.

Superintendent/President Guleff reported that Senate Bill 1388 proposes a 16.7% limit on college reserves unless a college achieves the 75/25% goal for faculty, participates in a part-time faculty healthcare program, and participates in the part-time faculty office hours program. The Community College League of California will oppose the bill, not because of those conditions, but because 16.7% reserves are the very minimum a college might need. She added that Butte College will submit its logo to the League's letter.

Superintendent/President Guleff reported on several accolades received by staff and students at Butte College. The IT Team was awarded the Technology Excellence Team Award by the Chief Information System Officers Association (CISOA) for their work on the Accessibility Capability Maturity Model implementation. CC Pro, an organization for California Community College public relations professionals, recognized Butte College with four awards for the Big Time poster, the Commencement program, photography, and news media success. The college also received two National Collegiate Advertising Awards for Best Commencement Program and Annual Report. Superintendent/President Guleff thanked PIO Christian Gutierrez for his work on these publications and congratulated him for the awards. Finally, the Butte College Speech and Debate team won a bronze award at the Phi Rho Pi Community College National Championship, wrapping up a stellar season during which the team secured 120 awards.

Superintendent/President Guleff concluded by reporting on two upcoming events she plans to attend this week. The Oroville Chamber of Commerce dinner is Thursday night, and the Music Department's Steinway Soiree is on Friday.

Board Comments

Trustee Nock reported that the Foundation received 622 scholarship applications, which is almost double last year's number. He noted that the next Foundation Board meeting is May 9. Trustee Boeger expressed appreciation for this morning's beam signing event. He noted that the state is heading into a rough financial period while waiting for the May revise. He predicted the budget will be a three-year problem, adding that Butte College has weathered difficult times before and will be fine. Trustee Dahlmeier noted that it's always exciting to see new faculty join the college permanently. He added that graduation is right around the corner. Board Vice President McGinnis noted that graduation is the best thing the college does all year. He added that the Trustees received a Dual Enrollment handout in their binder; he's glad to see the program expanding. Board President Massa encouraged people to attend the Steinway Soiree on Friday and to donate to the college's music program. Board

Clerk Blacklock thanked Vice President Thomason for joining the college. He reported that he had the honor to attend the Big Time and thought it was wonderful to see multiple generations represented. Trustee Krepelka reported that AI in education is on his mind; schools could fight it or figure out how to incorporate it. He encouraged the college, particularly faculty, to look at how to incorporate it as employers will value employees who know how to use it.

6. **Communications from the Public**

There were no public comments.

7. **Contracts**

Approval of Contracts, Item 7.1

It was moved by Trustee Nock, seconded by Board Vice President 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 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

Approval of Contract to Purchase Information Technology Goods and Services from SHI International Corp. utilizing Foundation for California Community Colleges CollegeBuys Administrative Services Agreement No. 00006779, Item 7.2

It was moved by Trustee Krepelka, seconded by Trustee Dahlmeier, to approve the contract to purchase information technology goods and services from SHI International Corp. utilizing Foundation for California Community Colleges CollegeBuys Administrative Services Agreement No. 00006779 in accordance with Board Policy 6340.

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

Approval of Contract Award for Request for Proposals (RFP) No. 2023/24-01 Utility Line Clearance Arborist and Utility Vegetation Management Pre-Inspector Contract Training Services, Item 7.3

It was moved by Board Vice President McGinnis, seconded by Board Clerk Blacklock, to approve the contract award for request for proposals no. 2023/24-01 Utility Line Clearance Arborist and Utility Vegetation Management Pre-Inspector Contract Training Services in accordance with Board Policy 6340.

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

Approval of Contract to Purchase Career Coach License from Economic Modeling, LLC, as a Sole Source Procurement, Item 7.4

It was moved by Board Clerk Blacklock, seconded by Trustee Krepelka, to approve the contract to purchase Career Coach license from Economic Modeling, LLC, as a sole source procurement in accordance with Board Policy 6340. Board Vice President McGinnis asked if Butte College students can use Career Coach. Vice President Thomason referred the question to California Community College Tech Center Director Jennifer Coleman. CCCTC Director Coleman responded that Career Coach is available system-wide to any college that wants it, and those colleges' students can access it.

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

8. Human Resources

Adoption of Resolution No. 821 Appointing an Interim Vice President of Administration

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

It was moved by Trustee Boeger, seconded by Trustee Dahlmeier, to adopt resolution No. 821 Appointing an Interim Vice President of Administration.

Motion carried by the following roll call vote:

Ayes: Trustees Massa, McGinnis, Blacklock, Boeger, Dahlmeier, Krepelka, and Nock

Nos: None

Abstentions: Student Trustee Heaton (advisory vote)

Absent: None

Employment Contract for Interim Vice President for Administration

It was moved by Board Clerk Blacklock, seconded by Trustee Nock, to approve the Employment Contract for Interim Vice President for Administration in accordance with Board Policy 6340.

Motion carried by the following roll call vote:

Ayes: Trustees Massa, McGinnis, Blacklock, Boeger, Dahlmeier, Krepelka, and Nock

Nos: None

Abstentions: Student Trustee Heaton (advisory vote)

Absent: None

9. Administration

Proposed Revision and Review of Board Policies, Item 9.1

Board Vice President McGinnis reported that the Board Policy Committee, made up of himself, Board Clerk Blacklock and Trustee Nock, met with President Guleff and submits their proposals for board policy modifications to the Board for review before approval at the May 2024 meeting.

Review of Administrative Procedure 2475: Board Self-Evaluation, Item 9.2

Board Vice President McGinnis reported that he and Board Clerk Blacklock met with President Guleff to review the Board self-evaluation form. They made modifications in an effort to streamline it and identify the areas most connected to their roles as Trustees. They also aligned the form with new Accrediting Commission for Community and Junior Colleges (ACCJC) accreditation standards.

10. **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.

11. **Adjournment**

Board President Massa adjourned the meeting at 2:52 PM.