



MINUTES OF REGULAR MEETING

April 9, 2025 | 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 9, 2025, at 1:00 p.m., in the District Board Room at Butte College in Oroville, California.

Board Members Present	Mr. William McGinnis, President Mr. John Blacklock, Vice President Mr. John Nock, Clerk Mr. Mike Boeger Mr. John Dahlmeier Mr. Rick Krepelka Mr. Eugene Massa
Board Members Absent	Mr. Liam Eller, Student Trustee
Staff Members Present	Ms. Virginia L. Guleff, Superintendent/President Mr. Erik Shearer, Vice President Ms. Imelda Simos-Valdez, Vice President Ms. Jessica Snelling, 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 Blacklock led the Pledge of Allegiance.

1. Agenda Approval

Board President McGinnis indicated that item 8.2 should be pulled from the agenda as PG&E no longer wants to pursue an easement on Butte College property. Trustee Boeger asked to pull item 4.7 from the consent agenda. It was moved by Board Vice President Blacklock, seconded by Trustee Boeger, to approve the agenda as amended.

Motion carried unanimously.

2. Human Resources

Probationary Faculty Tenure Recommendations Effective Fall 2025, Item 2.1

Superintendent/President Guleff asked Vice Presidents Simos-Valdez and Shearer to present their faculty recommendations for tenure. Vice President Simos-Valdez presented Kelsey Harrington, counseling department chair, summarizing her employment and accomplishments at Butte College.

Vice President Shearer presented Katalin Milo, cosmetology faculty, and Deana Ward, nursing faculty, summarizing their employment and accomplishments at Butte College.

It was moved by Trustee Dahlmeier, seconded by Board Clerk Nock, to approve the probationary faculty tenure recommendations effective fall 2025.

Motion carried unanimously.

3. Communications from the Public – Consent Agenda

There were no public comments.

4. Approval of Consent Agenda, Items 4.1-4.8

It was moved by Board Vice President Blacklock, seconded by Board Clerk Nock, to approve the consent agenda minus item 4.7.

Motion carried unanimously.

5. Reports

Academic Senate President's Report – Jess Vickery

Academic Senate President Vickery reported that since the last Board of Trustees meeting, the Academic Senate approved the formation of a workgroup to evaluate the new AIM 5 faculty interface for Disabled Student Programs and Services (DSPS) accommodations. This work will conclude before the end of the semester for test implementation by DSPS staff this summer. He reported that the Academic Senate is continuing their discussion of the proposals from the Office of Instruction for alternatives to our current final exam schedule. He expects to report the outcome of that deliberation at the next board meeting. Academic Senate President Vickery concluded by reporting that Senate is currently deliberating newly proposed revisions to the syllabus guidelines, potential changes to the rules surrounding student access to Canvas course shells prior to the start of the semester, and draft resolutions for the ASCCC plenary that will be debated at the statewide meeting later this month.

Classified Senate President's Report – Chris Westbay

Classified Senate President Westbay reported that the Classified Senate continues to review administrative procedures. He reported that they're also reviewing a resolution related to classified senates that will go before the statewide Academic Senate plenary. The Classified Senate continues to work on professional development opportunities, including the Classified Leadership Institute and LIFT Institute. They are also kicking on their elections process as well as recommending two retirees for emeritus status. Classified Senate President Westbay reported that the Senate is planning their annual coffee and Scantrons event for finals week, as well as an event supporting Butte College Athletics on April 18. Classified Senate President Westbay concluded by thanking Classified Senate Treasurer Raquel Holmstrom for the work she does in that role.

Student Senate President's Report – Mercedes Cortez-Nava

Student Senate President Cortez-Nava reported that four members of the Student Senate board recently attended the general assembly where 88 resolutions were voted on. She reported that two Butte College Student Senate members have been selected to represent Region 1 on the Student Senate for the California Community Colleges. Student Senate President Cortez-Nava reported that Student Senator Jared Smith was honored with the Student Diversity Award at U in Butte. She concluded by reported that the annual Spring Carnival is scheduled for May 14.

Vice President's Report – Jessica Snelling

Vice President Snelling reported that her area has kicked off the preliminary audit as well as next year's budget. She noted that the budget build in Axiom is almost complete, and she'll start meeting with budget managers later this month.

Vice President Snelling reported on activity from facilities planning and maintenance. The science building is on time and on budget. Move-in will start in June and the ribbon cutting is scheduled for August 15. The plans for the new cosmetology building have been submitted. Approval is expected in June and construction starts in July. The modular buildings for the LVN expansion at Glenn County Center have been moved. Bidding for the agriculture and natural resources building remodel is ongoing with construction scheduled to start in August.

Vice President Snelling also reported on various activity from other Administrative Services departments. She commended payroll for no findings on the STRS audit. Work on automating Self-Service has started, including work on position control. Dining services expanded their services into The Outpost near athletics. Finally, she reported that IT continues to work on mitigating exposure to risk and implementing an asset management system.

Superintendent/President's Report – Virginia Guleff

Superintendent/President Guleff reported that Butte College hosted the California Music Educators' Association Northern Section Instrument Festival last month, hosting students from 30 area K-12 schools. She also reported on events she has attended recently. She noted that she had the pleasure of presenting Chico Noon Rotary's Educator of the Year award to Carrie Roberson, child development and family relations faculty member. She also attended the CEO Symposium in Monterey where she participated on a budget panel focused on rural colleges and fire recovery.

Superintendent/President Guleff announced that Butte College Public Information Officer Christian Gutierrez and Marketing Director Jackey Samuelson won three Collegiate Advertising Awards for the communities of interest brochures, the strategic plan, and the 2023-2024 annual report.

Superintendent/President Guleff concluded by reporting that she'll throw out the first pitch at the home baseball game on April 18.

Board Comments

Trustee Boeger reported that he has concerns about higher education's finances with grants being at risk. Board Vice President Blacklock reported that he recently read a "Salute to Agriculture" in a local newspaper highlighting the importance of the agriculture industry in our area. He added that he attended the Butte College student production of Trail to Oregon and was impressed by the excellent, enthusiastic performance. Board Clerk Nock indicated that he's concerned about risk in general, adding that the board has a responsibility to manage risk at the college. Trustee Massa reported that he saw the newly moved portables at Glenn County Center and several community members have asked questions about them and expressed interest in the expansion. Board President McGinnis expressed concern about Arizona State's aggressiveness in offering online bachelor's degrees in partnership with community colleges. He reported that he was recently at Ventura Community College for an accreditation follow-up on a finding related to their board. He stressed the importance of community college boards.

6. Communications from the Public

There were no public comments.

7. Approval of Out-of-State Student Travel – Gainesville, FL, item 4.7

It was moved by Trustee Dahlmeier, seconded by Board Clerk Nock, to approve out-of-state student travel to Gainesville, FL, item 4.7.

Trustee Boeger indicated that he intends to vote no on this item because California has the most advanced agriculture, so there's no need to invest funds to send students to Florida for agriculture education.

Motion carried by the following roll call vote:

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

Nos: Trustee Boeger

Abstentions: None

Absent: Trustees Eller (advisory vote)

8. **Contracts**

Approval of Contracts, Item 7.1

It was moved by Board Clerk Nock, seconded by Board Vice President 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 unanimously.

Approval of Contract to Lease Digital Copier Machines and Purchase Services from Kyocera Document Solutions America, Inc. utilizing California Multiple Award Schedule CMAS Number 3-16-36-0044B, Item 7.2

It was moved by Board Vice President Blacklock, seconded by Trustee Massa, to approve the contract to lease digital copier machines and purchase services from Kyocera Document Solutions America, Inc., utilizing California Multiple Award Schedule CMAS Number 3-16-36-0044B in accordance with Board Policy 6340.

Motion carried unanimously.

Approval of Contract to Purchase Career Coach License from Economic Modeling, LLC as a Sole Source Procurement, Item 7.3

It was moved by Board Clerk Nock, 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.

Motion carried unanimously.

Approval of Contract to Purchase eTranscript California Software Development and Maintenance Services from XAP Corporation as a Sole Source Procurement, Item 7.4

It was moved by Trustee Krepelka, seconded by Board Vice President Blacklock, to approve the contract to purchase eTranscript California software development and maintenance services from XAP Corporation as a sole source procurement in accordance with Board Policy 6340.

Motion carried unanimously.

9. **Finance**

Donation of District Personal Property: Miscellaneous Electronic Equipment, Item 8.1

It was moved by Trustee Krepelka, seconded by Trustee Dahlmeier, to approve the donation of District personal property consisting of miscellaneous electronic equipment, in accordance with Board Policy 6550.

Motion carried unanimously.

10. Human Resources

Approval of Employment Contract for Assistant Superintendent/Vice President for Instruction, Item 9.1

Board President McGinnis provided an oral summary of the contract terms and compensation. It was moved by Board Vice President Blacklock, seconded by Board Clerk Nock, to approve the employment contract for the assistant superintendent/vice president for instruction.

Motion carried by the following roll call vote:

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

Nos: None

Abstentions: None

Absent: Trustees Eller (advisory vote)

11. Labor Relations

Initial Proposals from the California School Employees Association Chapter no. 511 to the Butte-Glenn Community College District and the District to CSEA for the Collective Bargaining Agreement 2025-28, Item 10.1

Board President McGinnis indicated that item 10.1, initial proposals from the California School Employees Association Chapter no. 511 to Butte-Glenn Community College District and the District to CSEA for the collective bargaining agreement 2025-28, is for information only. There was no discussion.

12. Administration

Review of Administrative Procedure 2745: Board Self-Evaluation, Item 11.1

Board President McGinnis indicated that item 11.1, review of Administrative Procedure 2745: Board Self-Evaluation, is for information only before coming before the Board for approval at its May meeting. There was no discussion.

Approval of Student Trustee Privileges, Item 11.2

It was moved by Trustee Krepelka, seconded by Trustee Dahlmeier, to approve the student trustee privileges as presented.

Motion carried unanimously.

13. 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 McGinnis reported that the Board took no reportable action.

14. Adjournment

Board President McGinnis adjourned the meeting at 3:30 p.m.