



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

Notice of Regular Meeting

January 26, 2011

1:00 PM

District Board Room

Student and Administrative Services Building

Butte College provides quality education, services, and workforce training to students who aspire to become productive members of a diverse, sustainable, and global society. We prepare our students for life-long learning through the mastery of basic skills, the achievement of degrees and certificates, and the pursuit of career and transfer pathways.

AGENDA

Call to Order

Mr. Michael Boeger, President
Mr. William McGinnis, Vice President
Mr. Louis Cecchi, Clerk
Dr. Allan Forbes
Mr. Thomas McLaughlin
Mr. Fred R. Perez
Ms. Janell Snead, Student Trustee

Pledge of Allegiance to the Flag

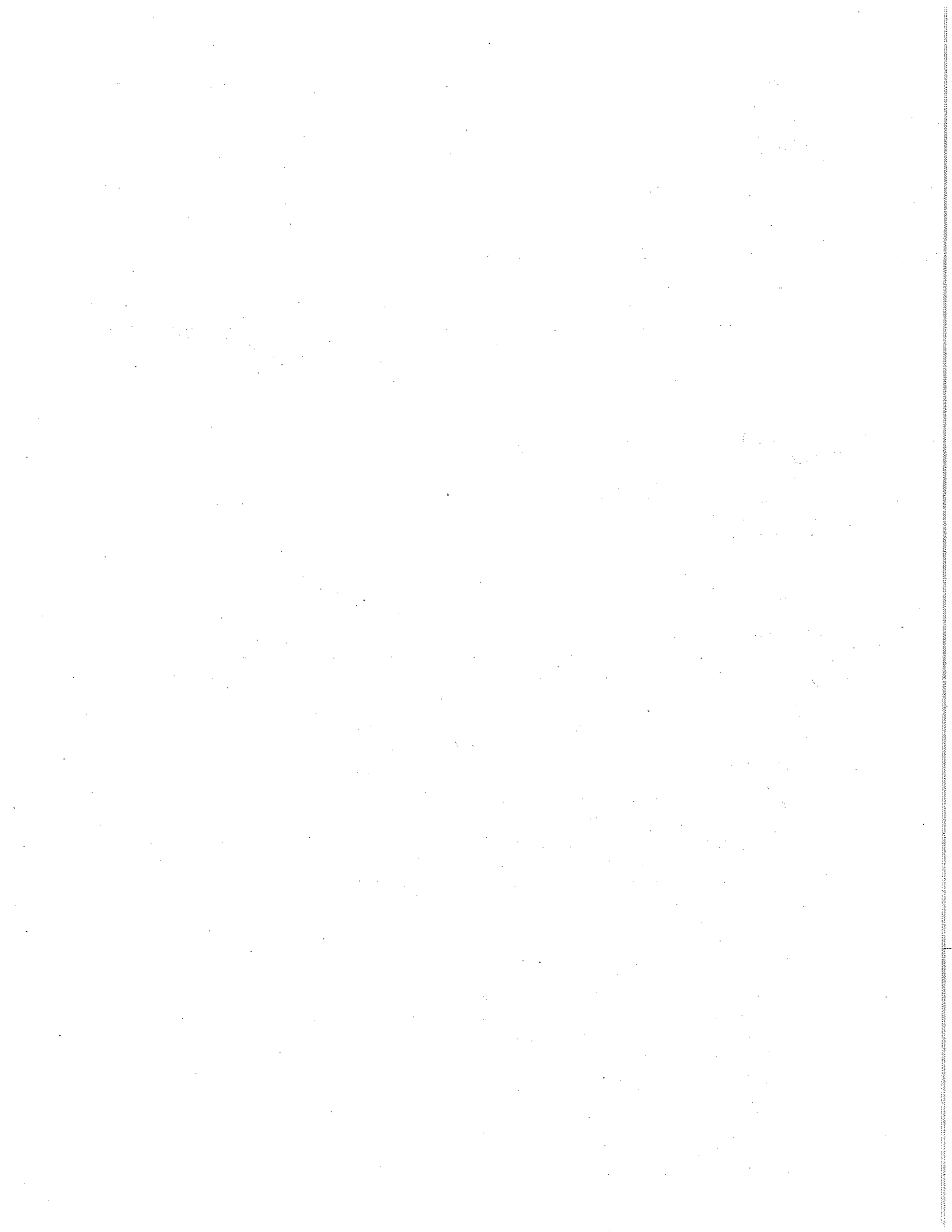
1. **Agenda Approval**

2. **Public Comments on Consent Agenda Items**

Since no discussion of individual items will occur, this time is set aside for comments on the Consent Agenda.

3. **Consent Agenda**

Approval of Minutes - December 8, 2010	Action	
Approval of Minutes - January 6, 2011	Action	
Approval of New Courses	Action	11-6613
Approval of New Certificate of Achievement in Honors Program	Action	11-6614
Approval of 2011-2012 Academic Sabbatical Leave Request	Action	11-6615
Adoption to Revision of Board Policy 2715, Board Code of Ethics	Action	11-6616
Approval of Warrants	Action	11-6617
Ratification of Contracts	Action	11-6618
Authorization to Enter into Contracts	Action	11-6619
Contract Approval: Design Professional Services, Architectural Services, Technology Building Remodel Project	Action	11-6620
Establishment of Non-Resident Tuition Fee, 2010-2011	Action	11-6621
Approval of Personnel Consent Agenda	Action	11-6622
<u>Management/Supervisory/Confidential Employees</u>		
Resignation and Change of Status		
<u>Academic Contract Employees</u>		
Change of Status		
<u>Academic Temporary Employees</u>		
Employment		
<u>Classified Employees</u>		
Employment and change of Status		



Temporary Employees

Employment of special project, substitutes, and seasonal/on-call employees, professional experts, and interns

4. Information-Reports

Academic Senate President's Report
Classified Senate President's Report
Student Trustee Comments
Superintendent/President's Report
Public Comments on Items Not on the Agenda

The public may address the Board on items within the Board's jurisdiction with comments limited to five minutes.

Board Comments

5. Finance/Facilities

Acceptance of 2009-10 Audit Reports	Action	11-6623
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6. Administration

Superintendent/President Search Update	Information	11-6624
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7. Future Dates and Reports

January 28, 2011	Special Meeting	Main Campus	11:30 a.m.
February 16, 2011	Regular Meeting	Main Campus	1:00 p.m.
March 23, 2011	Regular Meeting	Main Campus	1:00 p.m.

8. Closed Session

The Board of Trustees of the Butte-Glenn Community College District will adjourn to closed session under authority of Government Code Section 54954.5 to conduct the following business:

Pursuant to Government Code section 54957:

- a. PUBLIC EMPLOYEE/DISCIPLINE/DISMISSAL/RELEASE/COMPLAINT

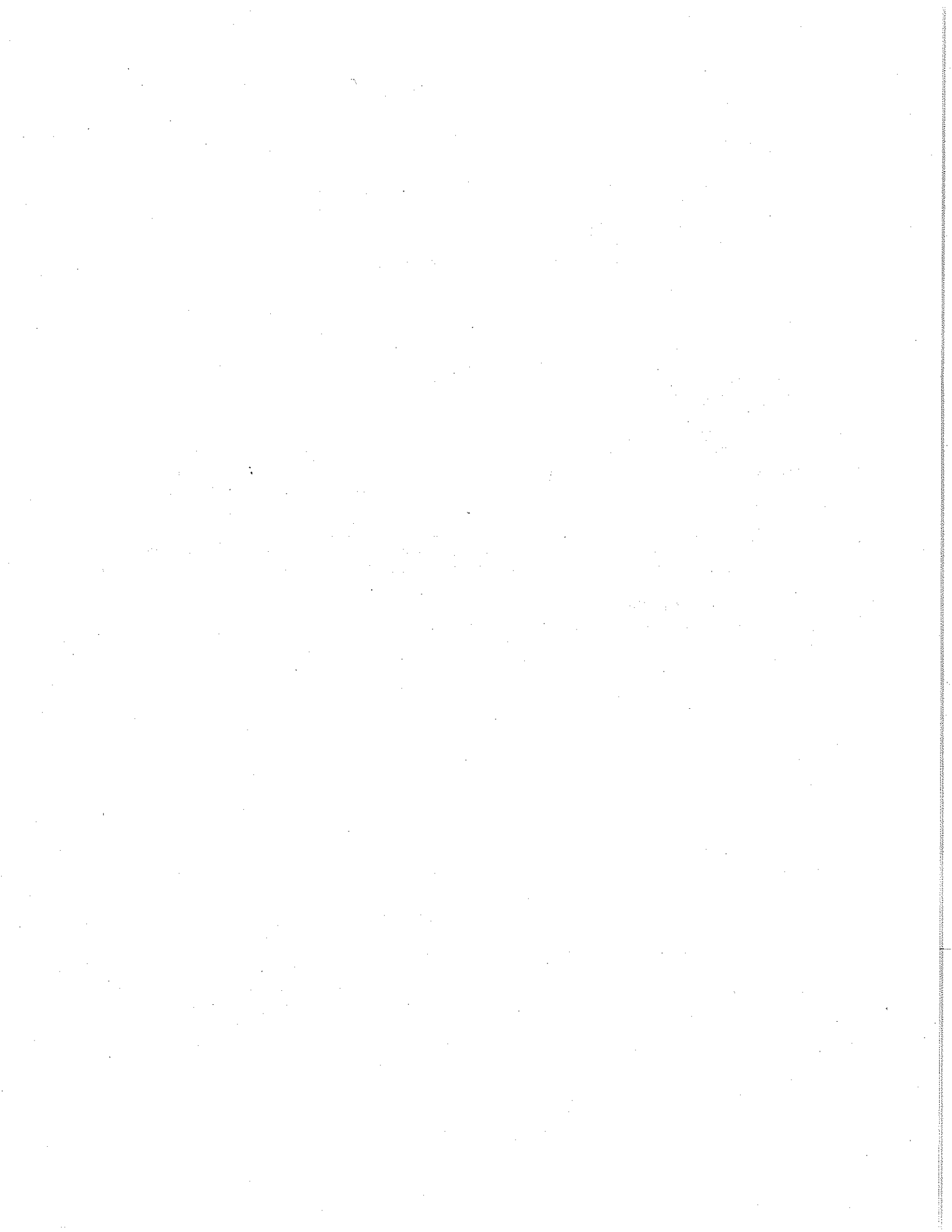
9. Adjournment

For Information concerning this Agenda, please contact:

Butte College President's Office
3536 Butte Campus Drive
Oroville, CA 95965
(530) 895-2484

Persons requiring disability accommodation, please notify this office 48 hours prior to the scheduled meeting. Meetings are held in wheelchair accessible locations.

Any public records distributed to the Board of Trustees less than 72 hours in advance of the meeting, and relating to an open session item, are available for public inspection at the Office of the President during normal business hours.





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

Minutes of Regular Meeting
December 8, 2010

The Board of Trustees of the Butte-Glenn Community College District met in regular session on Wednesday, December 8, 2010, in the Board Room at Butte College in Oroville, California.

Board Members Present

Mr. Michael Boeger
Dr. Bill W. Brown
Mr. Louis Cecchi
Dr. Allan Forbes
Mr. William McGinnis
Mr. Thomas McLaughlin
Mr. Fred R. Perez
Ms. Janell Snead, Student Trustee

Staff Members Present

Dr. Diana Van Der Ploeg, Superintendent/President
Mr. Les Jauron, Vice President
Mr. Andy Suleski, Vice President
Mr. Allen Renville, Vice President
Dr. Jo Anne Cripe, Academic Senate President
Ms. Teri Jo Buckman, Classified Senate President
Mr. David Danielson, Dean of Instruction
Mr. Rudy Flores, Associate Dean
Mr. Jack Lemley, Director of Auxiliary Services
Mr. Trevor Stewart, Director of Business of Services
Mr. John Gliha, Foundation Executive Director
Ms. Claudia Trujillo, Director of Human Resources
Dr. Joe Little, Chief Technology Officer
Mr. Craig Rigsbee, Athletic Director
Mr. Mike Miller, Director of Facilities Planning and Management
Ms. Lisa DeLaby, Public Relations Director

Visitors

Ms. Rebecca Hernandez, Associated Students

Pledge of Allegiance to the Flag

Trustee Perez led the Pledge of Allegiance to the Flag.

1. **Agenda Approval**

It was moved by Trustee Boeger, seconded by Trustee Forbes, to approve the agenda as presented.
Motion carried unanimously; student trustee - aye.

2. **Oath of Office - Board of Trustees**

Superintendent/President Diana Van Der Ploeg administered the Oath of Office to Trustees Boeger and Perez, who were appointed in lieu of election to the Governing Board; and to Trustee McLaughlin, who was reelected to his position on the Board.

3. **Annual Organization of Governing Board for 2011, 10-6601**

- Election of President - a unanimous ballot was cast for Mr. Mike Boeger
 - Election of Vice President - a unanimous ballot was cast for Mr. William McGinnis
- 1

- Election of Clerk – a unanimous ballot was cast for Mr. Louis Cecchi
- Trustee Perez was appointed to represent the Board of Trustees on the Foundation Board
- Appointment of Secretary - Superintendent/President Diana Van Der Ploeg was appointed Secretary to the Board.
- Designation of Meeting Dates, Times and Places
It was moved by Trustee McGinnis, seconded by Trustee Cecchi, to approve the following meeting dates on the main campus (except as noted), for 2011, at a regular starting time of 1 p.m. Motion carried unanimously; student trustee - aye.

January 26	July 13
February 16	August 3
March 23	September 14
April 20 (Glenn County)	October 12 (Glenn County)
May 25	November 9
June 29	December 7

4. Public Comments on Consent Agenda Items

There were no public comments.

5. Approval of Consent Agenda, Items 10-6602 to 10-6611

It was moved by Trustee Forbes, seconded by Trustee Perez, to approve the consent agenda as presented. Motion carried unanimously; student trustee - aye.

6. Information-Reports

Academic Senate President's Report – Dr. Jo Anne Cripe

Dr. Cripe reported her attendance at the Statewide Academic Senate meeting where discussion items included SB 1440 and part time faculty empowerment. As a result of those discussions, the Senate is considering changing its bylaws to include a part-time faculty representative on the Executive Board. Jo Anne also reported that she and Stacey Bartlett will represent the faculty on the superintendent/president search committee.

Classified Senate President's Report – Ms. Teri Jo Buckman

Ms. Buckman reported that two members of the Classified Senate attended the CCLC convention, and that the classified holiday social will be held on Thursday, December 16.

Student Trustee Comments – Ms. Janelle Snead

- A.S. President Joe Rodgers resigned due to acceptance at Chico State; Eric Chisler will take over his spot, and Tony Gamboa will serve as A.S. Internal Vice President;
- Zim Ride now has 270 users, and in the month of November saved 19,720 pounds of CO2 emissions, over 1,000 gallons of gas, and 25,921 miles;
- On April 17, 2011, the A.S. will participate in the Hands Across America project; and
- The A.S. has provided funding to various student clubs and organizations and have appointed three new directors and created special project coordinators to facilitate increased student involvement.

Superintendent/President's Report – Dr. Diana Van Der Ploeg

- Attended, with the vice presidents, the Drama Department's production of Cabaret;
- Our football team was 5th in the state and 8th in the nation, and won their bowl game;
- 43 faculty and staff members were recently trained in CPR;
- Recognized academic and student services campus efforts in Student Learning Outcomes;
- Sunday, January 23, meeting of North State Regional trustees at the State Legislative Conference;
- The RP Group has looked at accreditation processes in parts of the nation and discovered that most regions base their processes on support rather than compliance and punitive action;
- Finals begin next week;
- The Campus Center Renovation is almost complete with Bookstore, A.S., and Student Services Vice President's Office moving next week;
- The Student Health Center will move their operation to a new facility next week;

- Dr. Van Der Ploeg presented Janell Snead with a certificate of appreciation for her service as Student Trustee; she will also receive a \$100 book scholarship at the Bookstore; and
- Dr. Van Der Ploeg presented Tom McLaughlin a bell in appreciation for his service as Board President for 2010.

Public Comments on Items Not on the Agenda

There were no public comments.

Board Comments

Trustee Perez announced that the Law Enforcement Academy Graduation would take place tomorrow at 4 PM.

Trustee McGinnis reported his attendance at the CCLC annual conference. Main topics of discussion were the state budget and student success. Trustee McGinnis distributed copies of the recent changes to the Brown Act and a copy of the publication, The Health Care Crisis in Public Education.

Student Trustee Snead thanked Dr. Van Der Ploeg for the recognition and expressed her pleasure to return as Student Trustee next semester.

Trustee Boeger commented on the completion of the campus buildings and landscaping and thanked everyone for their efforts.

7. **Superintendent/President Search Update, 10-6612**

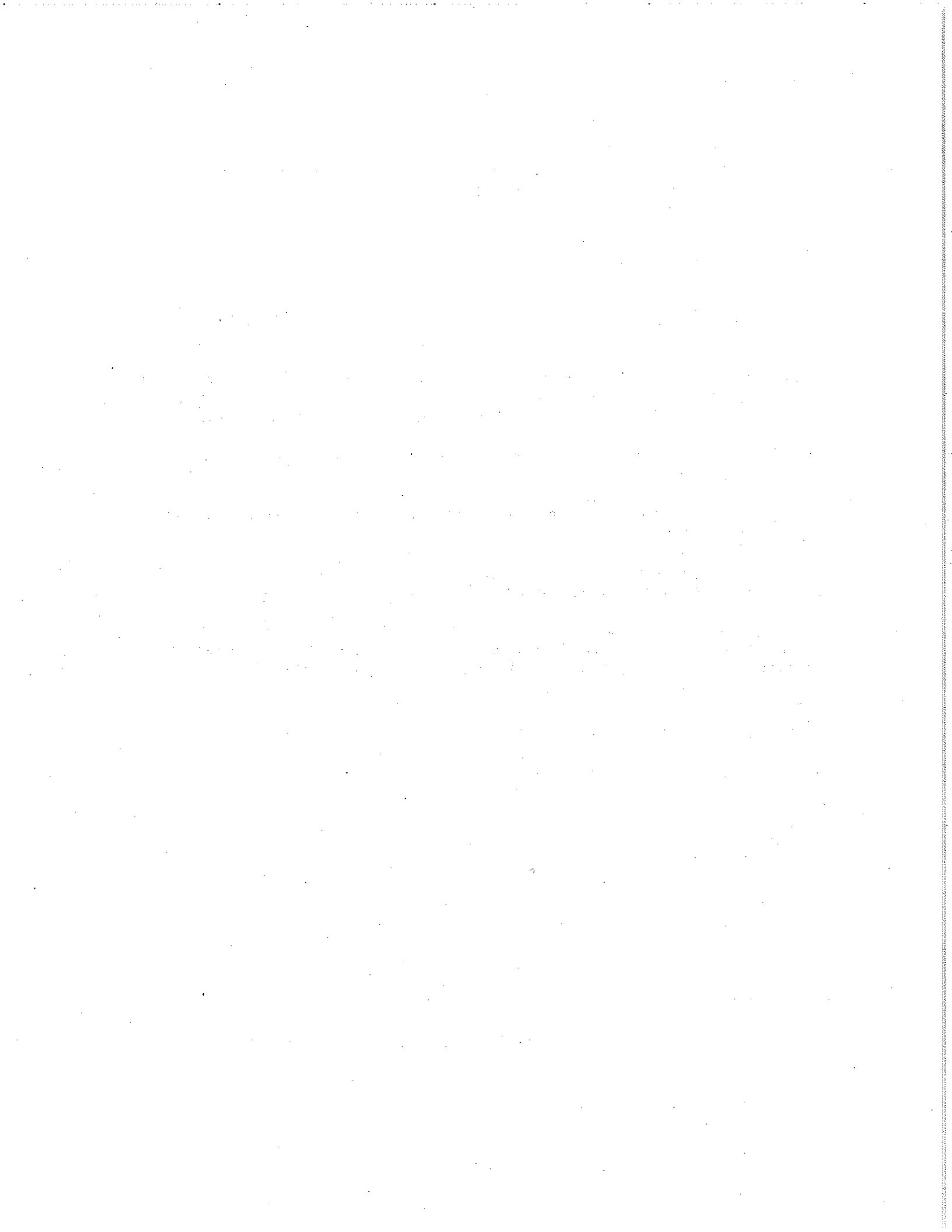
Trustee McGinnis, Search Committee Chair, reported on the progress of the search.

8. **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. There was no reportable action.

9. **Adjournment**

Board President Boeger adjourned the meeting at 2:25 p.m.





Minutes of Special Meeting
January 6, 2011

The Board of Trustees of the Butte-Glenn Community College District met in special session on Thursday, January 6, 2011, at the Butte College Center in Chico, California.

Board Members Present

- Mr. Michael Boeger, President
- Mr. William McGinnis, Vice President
- Mr. Louis Cecchi, Clerk
- Dr. Bill W. Brown
- Dr. Allan Forbes
- Mr. Thomas McLaughlin
- Mr. Fred R. Perez

Staff Present

- Dr. Diana Van Der Ploeg, Superintendent/President
- Dr. Ken Meier, Vice President
- Mr. Andrew Suleski, Vice President
- Mr. Les Jauron, Vice President
- Mr. Allen Renville, Vice President

1. **Agenda Approval**

It was moved by Trustee Cecchi, seconded by Trustee Perez, to approve the agenda as presented. Motion carried unanimously.

2. **Public Comments**

There were no public comments.

3. **Updates from the Vice Presidents**

Vice President Renville presented the following Student Services highlights:

- Categorical funds were cut dramatically to a total \$600,000
- 8 key staff retired prompting a reorganization
- LAO and Chancellor's Office visited our Financial Aid Office - we are in the top 5% of performing offices in the system, funding over \$40 million dollars in financial aid to students.
- 7-days to pay was initiated and was very successful
- Call Center has been operating at 40 calls per hour with a 50% first call resolution
- Veteran's Center was ranked one of the 2 best veterans centers in the state
- The Food for Thought food pantry has served 818 students
- The Student Health Clinic served 6,316 students last year and is now open in the summer as well
- We initiated a Student Mental Health Service 2 years ago and have served about 1,800 students
- We currently have record numbers of students who attend Butte College primarily for reasons other than education and it has caused an increase in student discipline issues
- We will be starting an official First Year Experience program beginning next fall
- This spring we will host an Honors Summit for high school students and teachers
- Based on students surveys, the method of contacting students is changing
- Used student interns as "secret shoppers" to evaluate the services provided to students - this data is being used to make changes to how services are provided

Vice President Les Jauron presented the following update:

- Transfer Task Force has been established
- Work continues on Accreditation so that we will be ready for the next visit
- We will once again participate in the Community College Survey of Student Engagement
- Continue to work with programs to provide data for program review
- In IT, projects have been implemented to support the reduced staffing in Student Services
- 6 Chinese educational administrators were hosted at Butte College
- A report on "leading indicators" was presented that is used to project future outcomes for student success
- Indicators from the CCCCCO's 2010 ARCC Report were discussed in the context of the overall Student Success initiative

Vice President Ken Meier presented the following update:

- We've gotten control of our schedule and are beginning to improve productivity
- Butte college is in the top 100 colleges in the country in terms of one year certificates
- 200 of our faculty members have participated in OnCourse training
- Our nursing graduates had a 96% pass rate on the state boards this past semester
- We are placing a high priority on basic skills instruction
- Supplemental instruction has proven to be a very potent factor in student success
- We have garnered a FIPSE grant that will focus on workforce development

Vice President Suleski presented the following update:

- The Governor's budget proposal will come out on January 10; we are hearing that he may ask for a special election to extend the tax increases on sales, vehicle license and income taxes
- CCLC has estimated a community college cut of \$200 million - this amounts to about \$1.8 million for Butte College, added to our \$1.2 million in fixed cost increases, would leave us with a possible \$3 million cut
- We began planning for budget issues last year by implementing a technology fee, increasing the health fee, and increasing the transportation fee through the passage of legislation
- There is a rumor that the Governor will eliminate Redevelopment Agency funds, which could cost us \$3 million of district funds to improve the Skyway Center
- Many renovations have been completed recently on campus, including the campus center renovation, the new health center building, the demolition of the quads, and the beginning of the landscaping project; planning Also continues on the Skyway Center
- The 2009-10 audit is complete
- We are currently recruiting for a number of positions, but will not offer positions until we receive budget information from the Governor's office
- We are currently not in compliance with the 50% law due primarily to faculty retirements (numerator) and the cost of backfilling student services (denominator)
- We are now 4 faculty over the full-time faculty obligation, so we are in compliance there

The Board asked Mr. Suleski to arrange for educational sessions regarding health insurance costs and benefits.

Trustees Boeger and Cecchi announced that they reviewed the data regarding bond refinancing and concur with administration that no further action be taken.

4. Updates from the Superintendent/President

- We continue to plan for budget issues - time has already been set aside for the Leadership team to meet. We've initiated a hiring freeze, with the exception of those positions we deem extremely necessary. We still have money in reserves that will allow us to backfill if we decide to do so. Our philosophy will be to continue to avoid layoffs if at all possible. We are in a strong fiscal position and will hand a solid budget over to the new president.
- Accreditation has been institutionalized in our planning processes so we will be ready for our next visit.
- People seem to be working very hard and morale is good.

5. **Review of Board Code of Ethics**

BP 2715, Board Code of Ethics, was presented for review. It will return for action at the January 26, 2011. Board meeting with any recommendations for change.

6. **Selection of Board Audit Committee**

Trustees Cecchi, Forbes, and Perez were appointed.

7. **Review of Administrative Procedure 2110**

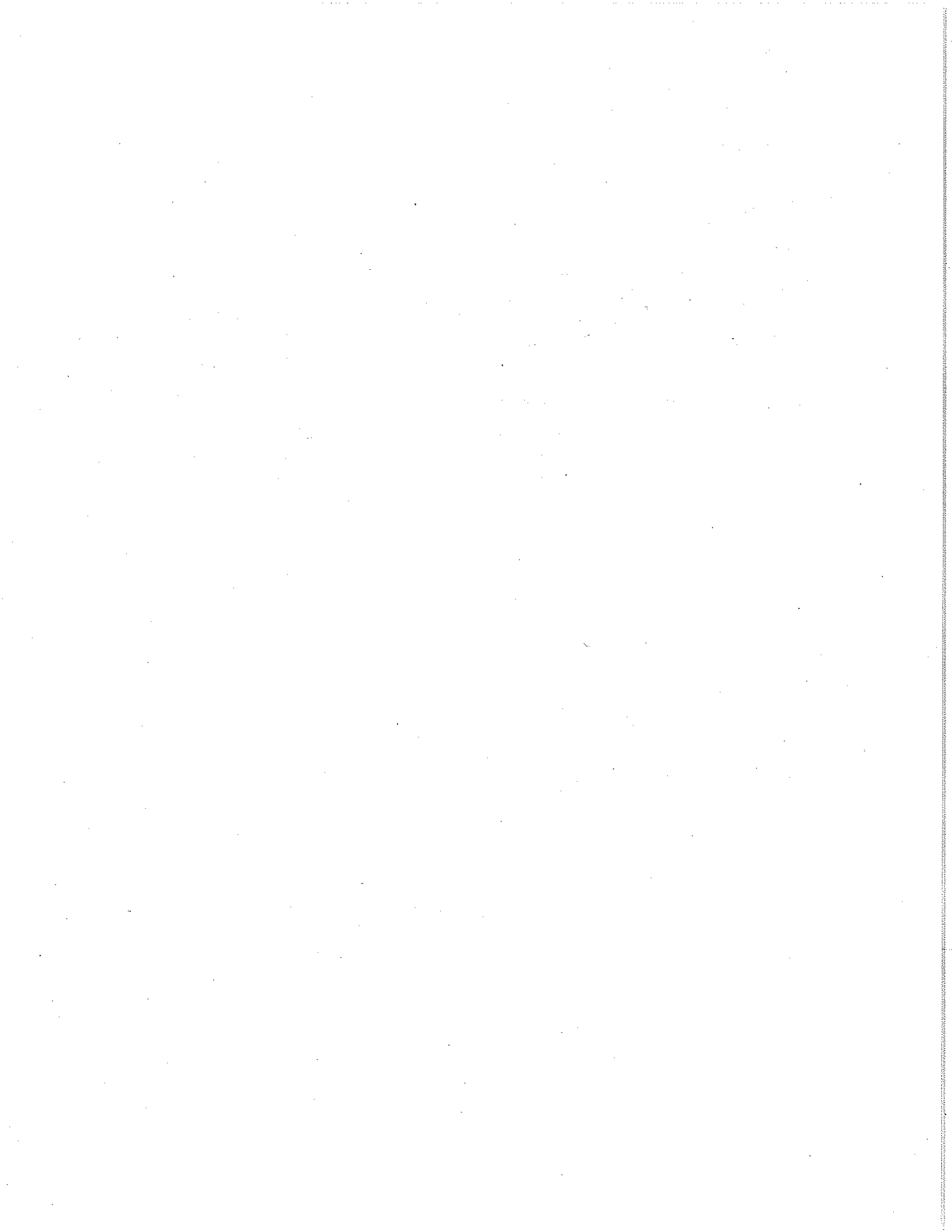
The Board reviewed AP 2110, Vacancies on the Board. This procedure will be used to fill the vacancy due to the anticipated retirement of Trustee Brown.

8. **Presidential Search Update**

- Trustee McGinnis reported that four proposals were received from search firms, and that the subcommittee is recommending the selection of Gold Hill Associates to conduct the search.
- The proposed position announcement was distributed.

9. **Adjournment**

Board President Boeger adjourned the meeting at 2:07 PM.



Butte-Glenn Community College District
Meeting of the Board of Trustees

January 26, 2011

Subject: Approval of New Courses	Item No: 10-6613 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Student Learning & Economic Development	Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Dr. Ken Meier Vice President	Approved By: <i>Dr. Van Der Ploeg</i> Dr. Van Der Ploeg Superintendent/Resident

Background

The courses described in the attached have been developed by various instructional areas on campus in an effort to upgrade their present curriculum.

Status

The appropriate instructional areas on campus and the Curriculum Committee have approved the attached courses. The Vice President for Learning concurs with these approvals.

Recommendation

It is recommended that the Board of Trustees approve the new courses as described in the attached.

NEW COURSES

ANTHROPOLOGY (ANTH)

ANTH 4H - Honors Cultural Anthropology

3 Units

Prerequisite(s): ENGL 2 or concurrent enrollment and Admission to the Honors Program

Transfer Status: CSU/UC (Approval pending)

51 hours Lecture

This is an Honors level introductory cultural anthropology course. Emphasis is placed on the importance of recognizing and understanding culture as a dynamic and adaptive force underlying a significant degree of human behavior and thinking. As an Honors course primary ethnographic sources (descriptions of distinctive human communities) and classic works summarizing culture theory will be used. Major thematic units of study include definitional and theoretical issues pertaining to culture, ethnographic method, linguistic anthropology, culture/personality, subsistence systems, social organization, political organization, economics, beliefs, culture contact, and applied anthropology. This course emphasizes culture process and cross-cultural comparisons as seen through the lens of cultural anthropology. Graded only.

ART (ART)

ART 2H - Honors Art History Survey I

3 Units

Prerequisite(s): ENGL 2 or Concurrent Enrollment and Admission to the Honors Program

Transfer Status: CSU/UC (Approval pending)

51 hours Lecture

This is an Honors level Survey of the major visual arts of the Ancient World through the Middle Ages. Through a process of thorough analysis, critical thinking, extended discussions, and original oral and written responses, students will examine the arts of painting, sculpture, and architecture within their historical and cultural contexts. Graded only.

ART 4H - Honors Art History Survey II

3 Units

Prerequisite(s): ENGL 2 or Concurrent Enrollment and Admission to the Honors Program

Transfer Status: CSU/UC (Approval pending)

51 hours Lecture

This is an Honors level survey of the major visual arts of the Renaissance and the Modern World. Through a process of thorough analysis, critical thinking, extended discussions, and original oral and written responses, students will examine the arts of painting, sculpture, and architecture within their historical and cultural contexts. Graded only.

BIOLOGY (BIOL)

BIOL 9H - Honors Current Issues in Biology

3 Units

Prerequisite(s): ENGL 2 or Concurrent Enrollment and Admission to the Honors Program

Recommended Preparation: Math Level IV

Transfer Status: CSU/UC (Approval pending)

51 hours Lecture

This is an Honors level Current Issues in Biology course. Through a process of thorough analysis, critical thinking, extended discussions, and original oral and written responses, students will develop an understanding of basic biological principles and how each of these principles affects daily human life. Biological principles include the scientific method, biological macromolecules, cell structure and function, cell division, genetics, DNA structure and function, metabolism, evolution, and ecology. Issues covered include nutrition, stem cell research, cancer, genetic diseases, cloning, genetic engineering, gene therapy, ecological diversity, invasive species, sustainability, and the impact of humans on the environment. Graded only.

COMMUNICATION STUDIES (CMST)

CMST 2H - Honors Public Speaking

3 Units

Prerequisite(s): ENGL 2 and Admission to Honors Program

Transfer Status: CSU/UC (Approval pending)

51 hours Lecture

This is an Honors level introductory Public Speaking course. Through a process of thorough analysis, critical thinking, extended discussions, and original oral and written responses, students will study the fundamentals of extemporaneous public speaking. Emphasis is placed on the organization of ideas, the use of research techniques, and the development of critical analysis for problem solving. Graded only.

HONORS (HON)

HON 11 - Honors Capstone

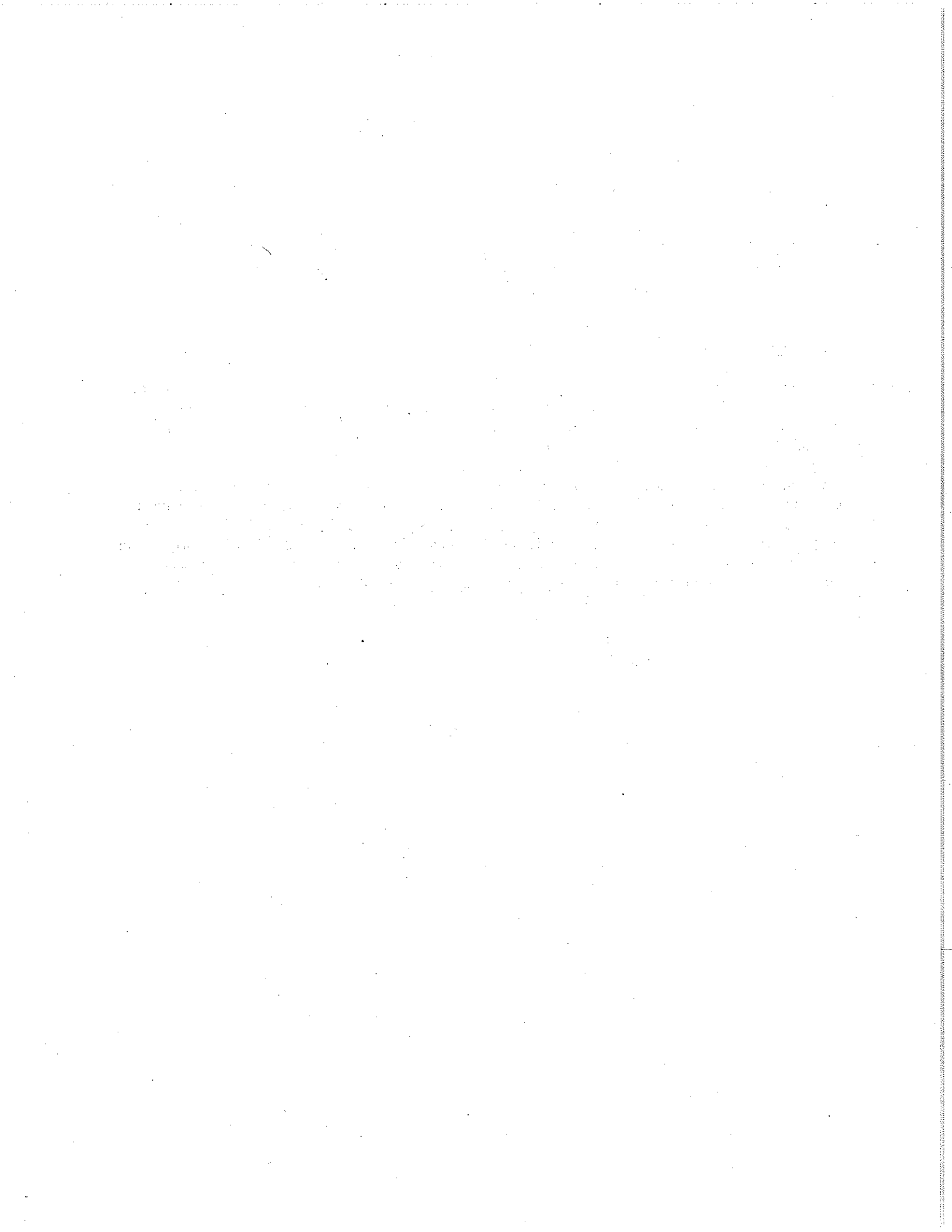
1 Unit

Prerequisite(s): ENGL 2 and admission to Honors Program and completion of 18 Honors units or completion of 15 Honors units and concurrent enrollment in 3 Honors units in addition to Honors 11

Transfer Status: CSU/UC (Approval pending)

17 hours Lecture

This course provides Honors students who have already completed a minimum of 18 units in Honors classes (or have completed 15 units in Honors classes and are concurrently enrolled in 3 Honors units in addition to Honors Capstone), the opportunity to carry out a supervised individual research or creative project in Honors to synthesize, apply, and further develop the skills and knowledge they have acquired in the Honors Program. Students interested in registering for Honors 11 must get pre-approval from an Honors instructor prior to the semester they intend to register for. Graded only.



**Butte-Glenn Community College District
Meeting of the Board of Trustees**

January 26, 2011

Subject: Approval of New Certificate of Achievement in Honors Program	Item No: 11-6614 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Student Learning & Economic Development	Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Dr. Ken Meier Vice President	Approved By: <i>Dr. Van Der Ploeg</i> Dr. Van Der Ploeg Superintendent/President

Background

The Certificate of Achievement in Honors Program offers an enriched academic experience for those students who have demonstrated intellectual potential and personal commitment. As a result, successful Honors students are better prepared to continue their studies and bring their academic talents and abilities to the attention of prospective employers. The Honors Program Certificate officially recognizes students who successfully complete 19 interdisciplinary units from among the specially designated Honors courses within Butte College curriculum. Recognition, acknowledged on the successful student's official record and transcripts, indicates a seriousness, dedication, and greater potential for success.

Status

The appropriate instructional areas on campus and the Curriculum Committee have approved the attached certificate. The Vice President for Learning concurs with this approval.

Recommendation

It is recommended that the Board of Trustees approve the new certificate as described in the attached.

Criteria A. Appropriateness to Mission

1. Statement of Program Goals and Objectives

The Butte College Honors Program is specifically designed to prepare standout students for the very different, potentially much more demanding collegiate experience they will encounter in other courses. Honors courses are taught in the style of college seminars, the classes are smaller, the expectations placed on the students are even higher than they are ordinarily at Butte College, and the coursework is designed to require students to go into greater depth in their research and writing.

The Program is beloved among the students who have participated in it. Many of them make a point of visiting the campus once they've moved on to tell their Honors instructors how meaningful and helpful the Program has been to them.

The purpose of the Certificate in Honors is both to attract high-achieving students and to encourage and formalize their additional achievement of succeeding in a range of high-level classes created for the express purpose of preparing students to pursue and succeed in advanced studies and in life.

Honors classes all adhere to the following objectives. Students will

1. Analyze and synthesize significant global ideas and primary original works and writing.
2. Demonstrate critical thinking skills in seminar-type discussions.
3. Demonstrate advanced writing skills and critical, creative thinking in composing a minimum of 5,000 words in analytical papers and reading responses.
4. Generate creative, original responses to course material.

2. Catalog Description

About the Program

The Honors Program offers an enriched academic experience for those students who have demonstrated intellectual potential and personal commitment. As a result, successful Honors students are better prepared to continue their studies and bring their academic talents and abilities to the attention of prospective employers.

Although Honors courses meet General Education requirements for transfer to the California State University and University of California systems, this program is not designed expressly for purposes of transfer, but rather to aid and inspire students in their other coursework at Butte College. Classes require analyzing primary original works in the area discipline, writing a minimum of 5,000 words in analytical papers and reading responses, and participating in seminar-type discussions. Additionally, classes emphasize critical and independent thinking, and original responses to the course material.

The Honors Program Certificate officially recognizes students who successfully complete 19 interdisciplinary units from among the specially designated Honors courses within Butte College curriculum. Recognition, acknowledged on the successful student's official record and transcripts, indicates a seriousness, dedication, and greater potential for success.

3. Program Requirements

A Certificate of Achievement in Honors will be awarded upon completion of a minimum of 19 units from the Honors courses offered, including a 1 unit capstone course. Beyond the capstone course, students may select Honors courses from those available. Students will select 19 units from the following:

ANTH 4H	Honors Cultural Anthropology	3 units
ART 2H	Honors Art History Survey I	3 units
ART 4H	Honors Art History Survey II	3 units
BIOL 9H	Honors Current Issues in Biology	3 units
CMST 2H	Honors Public Speaking	3 units
HON 3	Culture and Traditions of the West III	3 units
HON 6	Modern Non-Western Cultures	3 units
HON 7	Human Evolution and Variation	3 units
HON 11	Honors Capstone Course	1 unit

4. Background and Rationale

The Butte College Certificate in Honors provides the student with formal recognition of his/her genuinely impressive achievement. Such recognition serves two significant purposes for our students: an external indicator of their seriousness, dedication, and potential for success; and an internal, personal indicator that reassures and even inspires them in life.

Criteria B. Need

5. Enrollment and Completer Projections

Currently the Honors Program offers three courses per semester, with a cap of 30 in each. Current enrollment averages 25 students in each class, with a total annual enrollment of 150.

We propose to offer four courses per semester, with an annual estimated total enrollment of 200. The number of projected completers per year at the end of the second year of program operation is 15, and because students can take the classes at their own pace (as many or as few each semester as they choose), this number should remain constant (same number of completers at the end of the fifth year of operation).

6. Place of Program in Curriculum/Similar Programs

Because many of these courses count in other majors (such as CMST, Language Arts, Biological Sciences) and in the General Education pattern, students will benefit from these courses counting in multiple ways for them.

The development of the new certificate will attract more students to the program, and by appearing on students' transcripts, the new Certificate of Achievement will be of more benefit to students.

7. Similar Programs at Other Colleges in Service Area

In our service area, American River College, Cosumnes River College, Sacramento City College, Sierra College, and Butte College have Honors Programs. However, these programs do not compete with each other. Butte's Honors Program will not affect enrollment at other schools.

Criteria C. Curriculum Standards

13. Display of Proposed Sequence

Courses will come from disciplines already existing on campus; and will pull students from existing classes within those disciplines. This won't increase or decrease the number of courses already existing within those programs.

There are nine (9) proposed Honors classes, including a 1-unit capstone course. With the exception of the capstone course, these classes can be taken in any sequence. To receive the Certificate of Achievement, 19 units minimum must be completed. The currently proposed courses are

ANTH 4H
ART 2H
ART 4H
BIOL 9H
CMST 2H
HON 3
HON 6
HON 7
HON 11 (1 unit capstone course)

14. Transfer Applicability

Courses within this program do not articulate with outside courses; this program is designed to prepare students for employment in a variety of fields and increase interest in courses at Butte College.

Criteria D. Adequate Resources

15. Library and/or Learning Resources Plan

As the new Honors classes will replace existing ones, there is no additional impact on existing library and/or learning resources.

16. Facilities and Equipment Plan

No new facilities are required.

17. Financial Support Plan

The program will serve existing students already taking courses. No new funding is required; no new facilities or equipment will be needed.

18. Faculty Qualifications and Availability

The program will make use of existing faculty; all meet minimum qualifications as approved by Butte College. Resumes and approval packets are at the Butte College Human Resources Office. The majority of instructors will be full time, but part-time faculty will be included.

Courses will be assigned from the most current version of the Minimum Qualifications of Faculty and Administration in the Community College System, and from existing disciplines.

Criteria E. Compliance

19. Based on model curriculum (if applicable)

Not applicable

20. Licensing or Accreditation Standards

None

21. Student Selection and Fees

Students will apply to the program, and be selected based on their having successfully completed English 2 (or the equivalent), or be concurrently enrolled during their first semester in the program. Students will select into the program seeking rigorous, seminar-style courses.

COURSE DESCRIPTIONS

ANTHROPOLOGY (ANTH)

ANTH 4H - Honors Cultural Anthropology

3 Units

Prerequisite(s): ENGL 2 or concurrent enrollment and Admission to the Honors Program

Transfer Status: CSU/UC (Approval pending)

51 hours Lecture

This is an Honors level introductory cultural anthropology course. Emphasis is placed on the importance of recognizing and understanding culture as a dynamic and adaptive force underlying a significant degree of human behavior and thinking. As an Honors course primary ethnographic sources (descriptions of distinctive human communities) and classic works summarizing culture theory will be used. Major thematic units of study include definitional and theoretical issues pertaining to culture, ethnographic method, linguistic anthropology, culture/personality, subsistence systems, social organization, political organization, economics, beliefs, culture contact, and applied anthropology. This course emphasizes culture process and cross-cultural comparisons as seen through the lens of cultural anthropology. Graded only.

ART (ART)

ART 2H - Honors Art History Survey I

3 Units

Prerequisite(s): ENGL 2 or Concurrent Enrollment and Admission to the Honors Program

Transfer Status: CSU/UC (Approval pending)

51 hours Lecture

This is an Honors level Survey of the major visual arts of the Ancient World through the Middle Ages. Through a process of thorough analysis, critical thinking, extended discussions, and original oral and written responses, students will examine the arts of painting, sculpture, and architecture within their historical and cultural contexts. Graded only.

ART 4H - Honors Art History Survey II

3 Units

Prerequisite(s): ENGL 2 or Concurrent Enrollment and Admission to the Honors Program

Transfer Status: CSU/UC (Approval pending)

51 hours Lecture

This is an Honors level survey of the major visual arts of the Renaissance and the Modern World. Through a process of thorough analysis, critical thinking, extended discussions, and original oral and written responses, students will examine the arts of painting, sculpture, and architecture within their historical and cultural contexts. Graded only.

BIOLOGY (BIOL)

BIOL 9H - Honors Current Issues in Biology

3 Units

Prerequisite(s): ENGL 2 or Concurrent Enrollment and Admission to the Honors Program

Recommended Preparation: Math Level IV

Transfer Status: CSU/UC (Approval pending)

51 hours Lecture

This is an Honors level Current Issues in Biology course. Through a process of thorough analysis, critical thinking, extended discussions, and original oral and written responses, students will develop an understanding of basic biological principles and how each of these principles affects daily human life. Biological principles include the scientific method, biological macromolecules, cell structure and function, cell division, genetics, DNA structure and

function, metabolism, evolution, and ecology. Issues covered include nutrition, stem cell research, cancer, genetic diseases, cloning, genetic engineering, gene therapy, ecological diversity, invasive species, sustainability, and the impact of humans on the environment. Graded only.

COMMUNICATION STUDIES (CMST)

CMST 2H - Honors Public Speaking

3 Units

Prerequisite(s): ENGL 2 and Admission to Honors Program

Transfer Status: CSU/UC (Approval pending)

51 hours Lecture

This is an Honors level introductory Public Speaking course. Through a process of thorough analysis, critical thinking, extended discussions, and original oral and written responses, students will study the fundamentals of extemporaneous public speaking. Emphasis is placed on the organization of ideas, the use of research techniques, and the development of critical analysis for problem solving. Graded only.

HONORS (HON)

HON 3 - Culture and Traditions of the West III

3 Units

Prerequisite(s): ENGL 2 (or concurrent enrollment) and admission to the Honors Program

Transfer Status: CSU/UC

51 hours Lecture

This course is an investigation of Western intellectual and cultural traditions from the Renaissance to the Enlightenment. The course will be centered on primary source material. Special attention will be given to the historical setting out of which the great ideas and artistic creations of Western culture arose. Graded only.

HON 6 - Modern Non-Western Cultures

3 Units

Prerequisite(s): ENGL 2 (or concurrent enrollment) and admission to the Honors Program

Transfer Status: CSU/UC

51 hours Lecture

This course will cover 20th C. writings of artistic worth by men and women primarily outside the Western heritage, selected to include different voices which are often unknown or ignored by the mainstream of readers. While the main focus will be literature, works from other disciplines may be included, depending on the interdisciplinary interests of the instructor/s. These works will be studied within their historical, political, economic and geographical contexts.

HON 7 - Human Evolution and Variation

4 Units

Prerequisite(s): ENGL 2 (or concurrent enrollment) and admission to the Honors Program

Recommended Preparation: Math Level IV; high school biology, high school chemistry

Transfer Status: CSU/UC

51 hours Lecture

51 hours Lab

This course is an honors level survey of foundations of human evolution and variation. Emphasis is placed on reading and critical analysis of primary and secondary scientific source literature that pertains to the foundations of Biological/Physical Anthropology, and the theory of evolution as this theory relates to the development of human physical, behavioral, and mental characteristics.

HON 11 - Honors Capstone

1 Unit

Prerequisite(s): ENGL 2 and admission to Honors Program and completion of 18 Honors units or completion of 15 Honors units and concurrent enrollment in 3 Honors units in addition to Honors 11

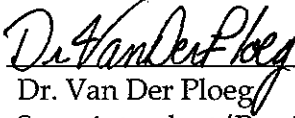
Transfer Status: CSU/UC (Approval pending)

17 hours Lecture

This course provides Honors students who have already completed a minimum of 18 units in Honors classes (or have completed 15 units in Honors classes and are concurrently enrolled in 3 Honors units in addition to Honors Capstone), the opportunity to carry out a supervised individual research or creative project in Honors to synthesize, apply, and further develop the skills and knowledge they have acquired in the Honors Program. Students interested in registering for Honors 11 must get pre-approval from an Honors instructor prior to the semester they intend to register for. Graded only.

Butte-Glenn Community College District
Meeting of the Board of Trustees

January 26, 2011

Subject: Approval of 2011-2012 Academic Sabbatical Leave Request	Item No: 11-6615 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Student Learning & Economic Development	Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Dr. Ken Meier Vice President	Approved By:  Dr. Van Der Ploeg Superintendent/President

Background

In compliance with the certificated employee (BCEA) contract, Professor Daniel Donnelly has submitted a request for Sabbatical Leave for the 2011-2012 academic year. Professor Donnelly's sabbatical request is comprised of two specific elements. Professor Donnelly will write and produce a series of textbooks (booklets) for the Digital Art and Design Department and begin design development of a website for the Art/Digital Art and Design Departments.

The textbooks will allow Professor Donnelly to integrate design concepts and specific elements of design across all Digital Art and Design Department classes and programs so all instructors can incorporate these concepts into their curriculum. These textbooks will offer students the knowledge they need to be able to successfully acquire a degree or certificate in the area of Digital Art and Design.

Through design development of the Art/Digital Art and Design Departments' website, Professor Donnelly will be able to upgrade his skill sets by learning new technologies needed to create the website. The research and interviews that will be included in the textbooks with well-know designers in the field will reinitiate contact with industry leaders. These interviews will be used as video interviews for the website. The design and creation of this website will benefit all Art/Digital Art and Design faculty and students.

Status

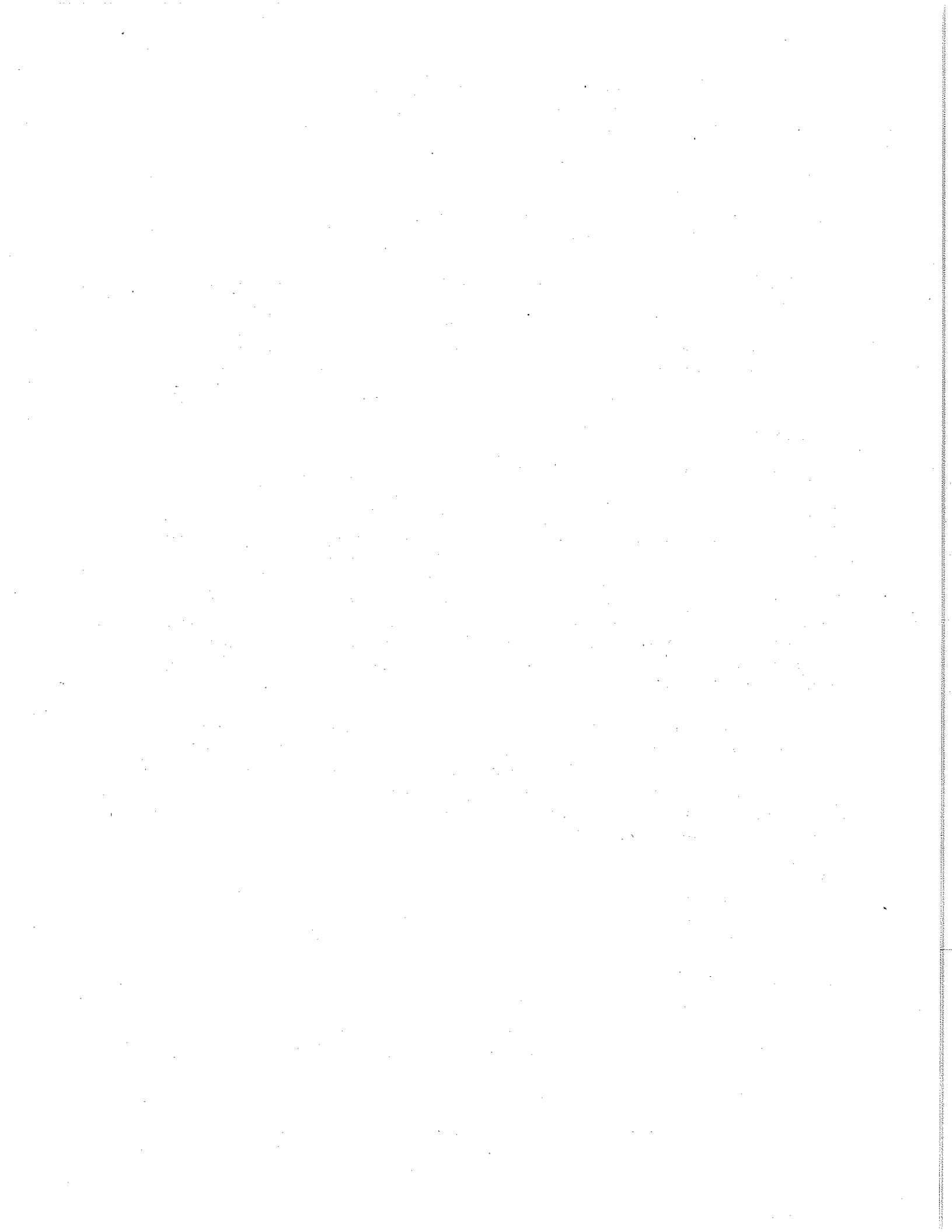
The Leave, Tenure and Professional Advancement Committee (LTPA) has reviewed the request and has submitted its recommendation for consideration to the Superintendent/President.

The Board of Trustees may grant Sabbatical Leaves up to five percent of the full-time certificated faculty, which equates to approximately eight leaves this year.

If this leave is granted, the approximate replacement cost to the District will be \$9,233.

Recommendation

It is recommended that the Sabbatical Leave Request be approved for Professor Daniel Donnelly.



Butte-Glenn Community College District
Meeting of the Board of Trustees

January 26, 2011

Subject: Adoption to Revision of Board Policy 2715, Board Code of Ethics	Item No: 11-6616 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Administration	Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Diana Van Der Ploeg President	Approved By: <u>Dr. Van Der Ploeg</u> Dr. Van Der Ploeg Superintendent/President

Status

Board Policy 2715, Board Code of Ethics was reviewed by the Board at the January 6, 2011, meeting. Any suggestions for change were incorporated into the final version, which is now presented for adoption.

Recommendation

It is recommended that the Board of Trustees adopt Board Policy 2715 as presented.



Butte-Glenn Community College District

BOARD POLICY

BP 2715 - Board Code of Ethics

Reference: Accreditation Standard IV.B.1.a, e. and h.

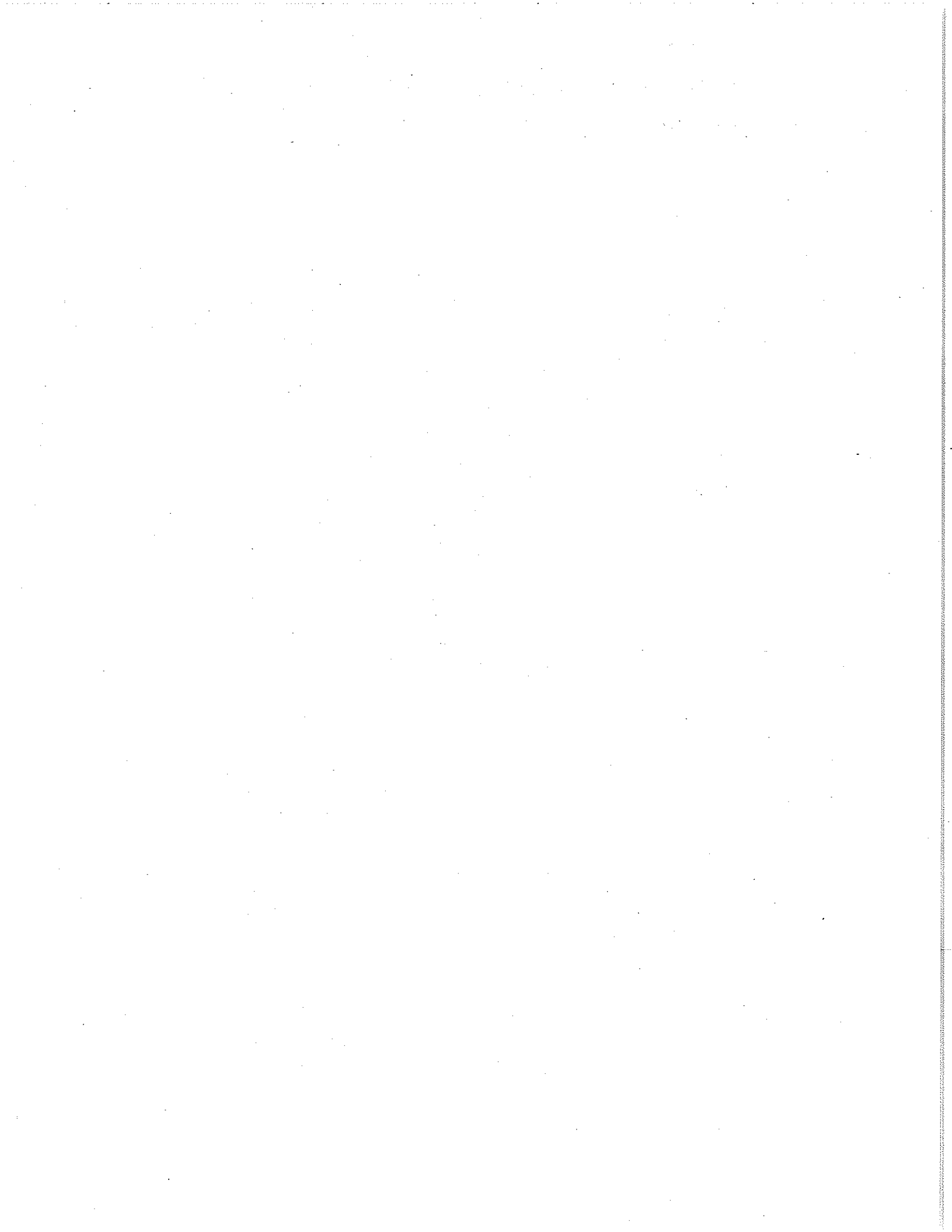
The Board of Trustees of the Butte-Glenn Community College District maintains high standards of ethical conduct for its members and hereby adopts this Code of Ethics.

- Be bound by approved District policies and act only in the best interests of the entire community served by the District.
- Practice the highest ideals of honor and integrity in all public and personal relationships in order that the trustees may merit the respect and confidence of other elected officials, appointed staff, and the public.
- Be informed about the district, educational issues, and responsibilities of trusteeship.
- Respect others and act with civility irrespective of the differences of opinion that may arise during discussion or motions on the floor.
- Board members shall comply with the Brown Act concerning communication among themselves regarding items that are within the jurisdiction of the Board and/or District, and in conducting open meetings and appropriate closed sessions.
- Recognize that all the trustees, as a Board, establish the College's policies and implementation of those policies rests with the appointed staff. Further, recognize that individual trustees have no legal authority outside the Board meetings. No Board member shall interpret Board authority in a manner that diminishes the administrative and professional responsibilities of any District employee.
- Handle all personnel matters on the basis of fairness and impartiality regardless of race, creed, sex, religion, age, physical ability, national origin, or political ideals.
- Seek no favor; believe that personal aggrandizement or profit secured by confidential information or by misuse of public office is dishonest. Avoid situations that may constitute a conflict of interest, or the perception of conflicts of interest.
- Participate in all Board meetings possible and notify the President of the Board or the Secretary to the Board of an expected absence from a Board meeting.
- Direct all requests for information through the Superintendent/President.
- In the event a matter arises which apparently is not provided for in the above standards, both individual Board members and the Board will resolve the issue from the highest possible principles of honor and integrity.

In the event of a violation of this Code of Ethics, the board will take appropriate action (see Administrative Procedure 2715).

The initial Code of Ethics was adopted on October 1, 1992, and is reviewed annually.

Last Board Review/Adoption: June 23, 2010



**Butte-Glenn Community College District
Meeting of the Board of Trustees**

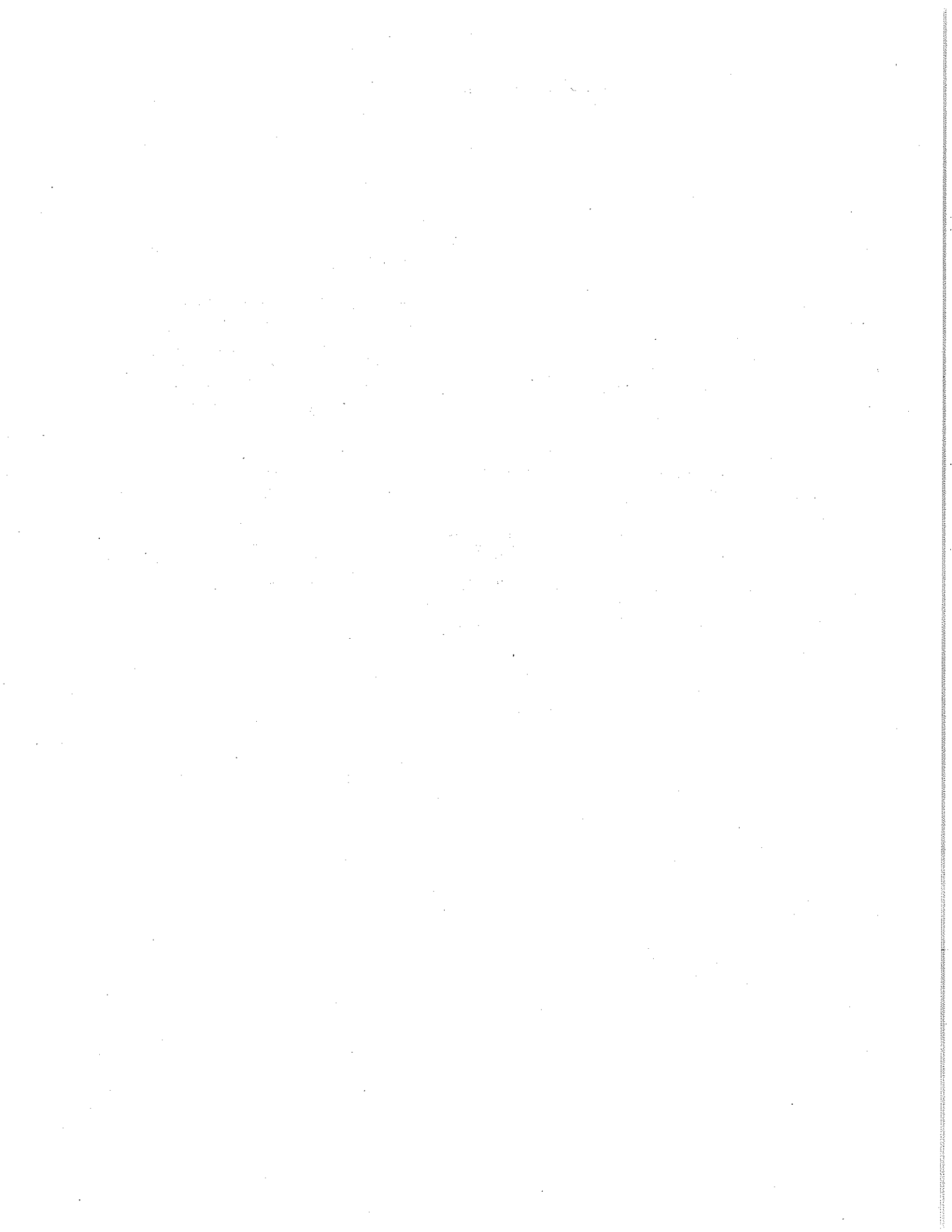
January 26, 2011

Subject: Approval of Warrants	Item No: 11-6617 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Finance	Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By: <i>Dr. Van Der Ploeg</i> Dr. Van Der Ploeg Superintendent/President

It is recommended that the Board of Trustees approve the vendor and payroll warrants for the period of November 12, 2010 to December 31, 2010.

Type of Warrant	Check Sequence	Total
Vendor	520436 - 522734	\$ 7,187,877.39
Payroll	463984 - 464684	\$ 5,056,576.23

Warrant registers are available for review in the Business Office.



**Butte-Glenn Community College District
Meeting of the Board of Trustees**

January 26, 2010

Subject: Ratification of Contracts	Item No: 11-6618 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Finance/Contracts	Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By: <i>Dr. Van Der Ploeg</i> Dr. Van Der Ploeg Superintendent/President

Background

Pursuant to Board Policy 6340, the Board has delegated the authority to enter into contracts on behalf of the District to the Superintendent/President or designee. Contracts made pursuant to such delegation are not enforceable obligations until the Board ratifies them.

Status

The attached Contracts Ratification Report represents contracts entered into on behalf of the District during the month of December 2010. The Superintendent/President or designee has executed the necessary documents.

Recommendation

It is recommended that the Board of Trustees ratify the contracts presented on the attached Contracts Ratification Report.

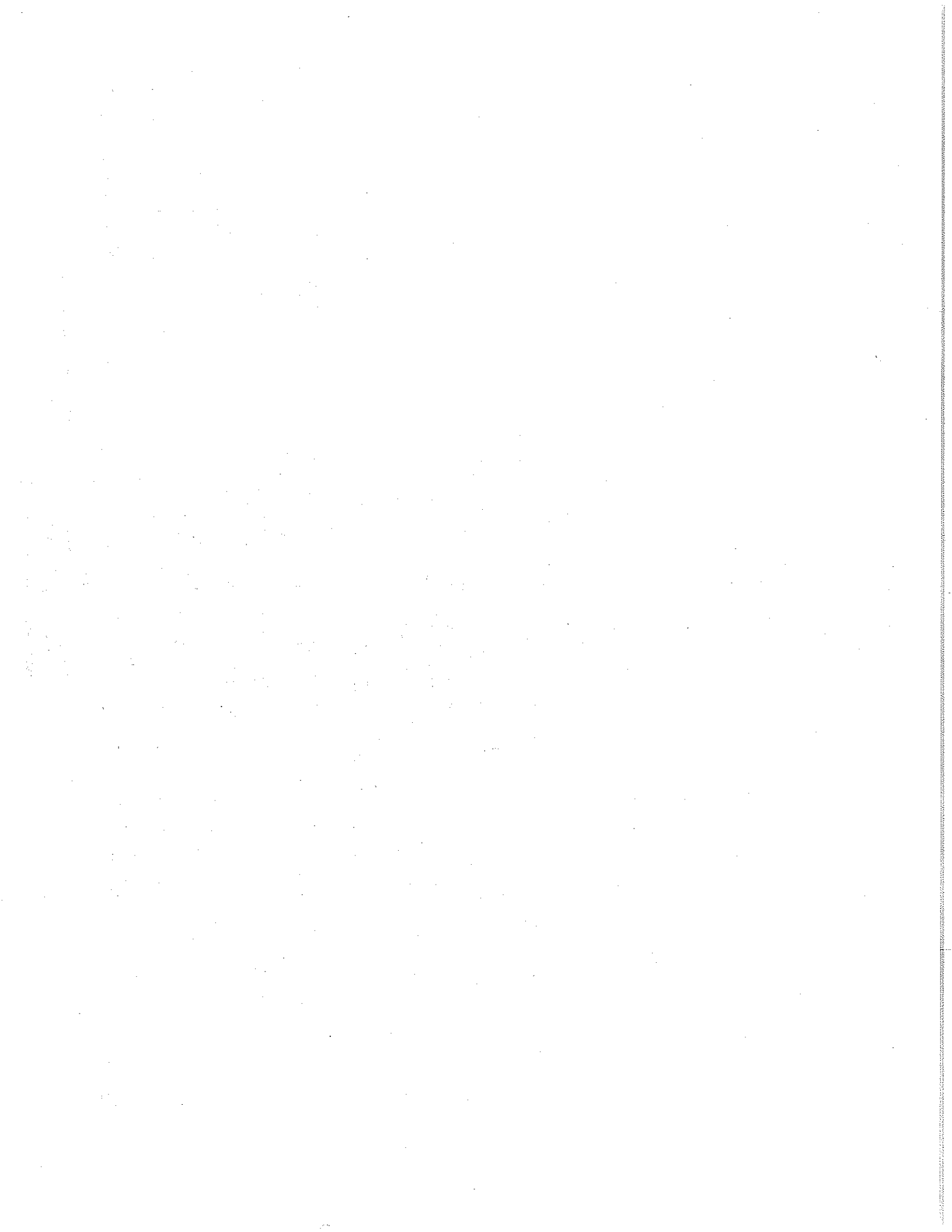
**Butte-Glenn Community College District
Contracts Ratification Report
Contracts Signed by the Superintendent/President or Designee
December 1-31, 2010**

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue / (Cost)	Originated by: District	Approved by: District
12/14/10	N/A	A Bright Starr Preschool & Daycare	Career Work Experience Education Agreement	\$0.00	JOB PLACEMENT	Renville
12/10	N/A	Community Living Options	ButteWorks Work Study Program Agreement	NTE 40% of eligible compensation paid	JOB PLACEMENT	Renville
1/3/11	6/9/11	Private Industry Council of Butte County Inc.	Individual Referral Training Agreement to provide funding for student tuition, fees, and expenses	\$1,500.00	CAREER SVCS	Renville
11/1/10	6/30/13	Prestige Assisted Living of Chico	Clinical Affiliation Agreement	\$0.00	HEALTH OCCUPNS	Meier
1/1/11	12/31/11	Ray Morgan Company	Maintenance Agreement	Minimum (\$1,654.80)	SBDC	Meier
1/1/11	12/31/11	CA Department of Fish and Game	Commission on Peach Officer Standards & Training (POST) Regular Basic Course with a Fish & Game Emphasis	NTE (\$15,000)	PUBLIC SAFETY ED	Meier
7/1/10	6/30/11	AmeriPride Uniform Services	Rental Service Agreement Transportation Dept	Exp based on use of service	FPM	Suleski
7/1/10	6/30/11	AmeriPride Uniform Services	Rental Service Agreement Custodial Dept	Exp based on use of service	FPM	Suleski
7/1/10	6/30/11	AmeriPride Uniform Services	Rental Service Agreement Ag Dept	Exp based on use of service	AGRICULTURE	Meier
7/1/10	6/30/11	AmeriPride Uniform Services	Rental Service Agreement Auto Dept	Exp based on use of service	AUTO	Meier
12/1/10	6/30/11	Santa Clara Community College District	Distance Education Captioning and Transcription Grant Funding Application and Agreement	\$2,884.60	ACCOUNTING	Meier
12/17/10	2/28/11	CA California Conservation Corps	CA Corporate College Services Phase Two of Career Pathway Development	\$9,485.00	ECON WORK DEV	Meier
3/1/10	9/30/10	Mission College	Amendment to Services Agreement to extend services and increase compensation	(\$484.00)	ECON WORK DEV	Meier
10/1/10	11/30/13	InSites	Fund for the Improvement of Postsecondary Education (FIPSE) Program, Teaching for Rural Academic Basic Achievement and Job Opportunities (TRABAJO) Project Grant Services	(\$75,000.00)	STUDENT LEARNING & ECON DEV	Meier
11/16/10	N/A	MiraCosta College	California Corporate College Membership	\$500 annually	ECON WORK DEV	Meier
9/1/10	12/31/10	Long Beach Community College District	Services supporting Global Corporate College Program Delivery Assignment TSA Training Project	(\$10,351.42)	ECON WORK DEV	Meier
1/22/11	5/31/11	Butte County Office of Education Migrant Education Region 2	LEAP Academy funding	\$10,000.00	RECRUIT/OUTREACH	Renville
7/1/10	6/30/11	CA Commission on Peace Officer Standards and Training (POST)	Amendment to Agreement for training services to increase compensation and expand scope of work	\$6,042.00	PUBLIC SAFETY ED	Meier
12/1/10	12/31/10	MiraCosta College	Services supporting SB70/CITE/Young Entrepreneurs Project Grant	(\$50,000.00)	SBDC	Meier
7/1/10	6/30/11	RM Associates	Amendment to Subcontract for Services supporting CCCC EWD Program Grant Training & Development Institute Project to increase compensation and extend term	(\$10,800.00)	ECON WORK DEV	Meier

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**Butte-Glenn Community College District
Contracts Ratification Report
Contracts Signed by the Superintendent/President or Designee
December 1-31, 2010**

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue / (Cost)	Originally by District Department	Approved by District Administrator
11/11/10	N/A	Global Corporate College	Program Delivery Agreement Transportation Security Administration (TSA) Officer Training International Recruitment Agent	\$7,500 per course delivery (\$650) per student referral	ECON WORK DEV	Meier
12/1/10	12/1/13	DEC Education	Test and Inspection Services Student Health Services Modular Project	(\$13,003.65)	FPM	Suleski
10/1/10	7/30/11	Holdrege & Kull	Dallas Telelearning Courseware Use and License Agreements	(\$1,000.00)	DISTANCE ED	Meier
8/20/10	8/19/11	Dallas County Community College District	Amendment to Master Agreement for Internet Service Provision for all California Community Colleges via CalREN Network to set cost of service to a flat annual fee	(\$225,000)/yr	CCC TECH CENTER	Jauron
12/14/10	N/A	Corporation for Education Network Initiatives in California (CENIC)	Amendment to Agreement to expand scope of work to include CCC Online Grant Application Project and increase compensation	(\$5,339.00)	CCC TECH CENTER	Jauron
7/1/08	12/30/10	Leonard Robison	Amendment Technology Services Agreement supporting FCCC Early Assessment Program subagreement to expand scope of work and increase compensation	(\$2,400.00)	CCC TECH CENTER	Jauron
7/21/10	6/30/11	Michael Babcock	Chancellor's Office allocation to create the Library Leadership fund to provide support and leadership for the CCC Libraries	(\$300,000.00)	CCC Tech Center	Jauron
7/1/10	6/30/12	California Community Colleges Council of Chief Librarians	Technology Services Agreement supporting Transfer Counselor Website Grant	(\$1,500.00)	CCC TECH CENTER	Jauron



**Butte-Glenn Community College District
Meeting of the Board of Trustees**

January 26, 2011

Subject: Authorization to Enter into Contracts	Item No: 11-6619 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Finance/Contracts	Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By: <i>Dr. Van Der Ploeg</i> Dr. Van Der Ploeg Superintendent/President

Background

Pursuant to Board Policy 6340, the Board has delegated the authority to enter into contracts on behalf of the District to the Superintendent/President or designee. Contracts for work to be done, services to be performed, or for goods, equipment, or supplies to be furnished or sold to the District that exceed the amounts specified in Public Contract Code (PCC) Section 20651 require prior approval by the Board.

Status

The relevant amounts specified in PCC Section 20651 as adjusted annually are currently \$78,900 for contracts to purchase equipment, materials, supplies, services, and repair; and \$15,000 for contracts for a public project.

The District proposes to enter into the contract(s) described on the attached Contracts Authorization Report. All contracts are put through an approval process which includes verification of funds available in the budget.

Recommendation

It is recommended that the Board of Trustees approve the contract(s) listed on the Contracts Authorization Report and authorize the Superintendent/President or designee to enter into the contract(s) and execute necessary contract documents.

**Butte-Glenn Community College District
Contracts Authorization Report**
Contracts, Grants and Change Orders Submitted for Approval and Authorization by the Board

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Cost)	Originated by: District Department	Approved by: District Administrator
9/1/10	6/30/15	Enloe Medical Center	RN Program Funding	\$327,940.00	HEALTH OCCPNS	Meier

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

January 26, 2011

Subject: Contract Approval: Design Professional Services, Architectural Services, Technology Building Remodel Project	Item No: 11-6620 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Finance/Facilities	Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By: <i>Dr. Van Der Ploeg</i> Dr. Van Der Ploeg Superintendent/President

Background

In March 2009, the District released a Request for Proposal (RFP) for Architectural Services, inviting firms to submit their qualifications and proposals to provide architect services for the Skyway Center Project and other projects. Twelve firms submitted proposals, and five firms were selected for interviews. The District found that CH&D Architects (CH&D), of Sacramento, California, offered the best value and determined that award of the contract to CH&D would serve the District's best interests.

Status

The Technology Building Remodel Project involves a complete renovation of the building to provide eight classrooms, one drop-in computer lab, twelve offices, and two tutoring spaces that are close to faculty offices to better assist students with their instructional needs. The project includes upgrades to the HVAC system, lighting system, and classroom technology systems that will be energy efficient and meet the current District standards.

The District proposes to procure architect services from CH&D to complete the design for the Technology Building Remodel Project. The District finds that contracting directly with CH&D to provide these services would serve the District's best interests as CH&D: (1) has successfully completed the conceptual planning and cost modeling for the Technology Building Remodel Project; (2) has a clear understanding of the project objectives and has the resources available to promptly begin services; (3) has proposed to provide the required services for the not-to-exceed amount of \$291,572, which is fair and reasonable as consistent with the fees and reimbursable expenses charged by CH&D for similar work performed for the District; and (4) has qualified as a design professional through the District's request for proposal process.

Under California Public Contract Code Section 20651(c), the Governing Board may authorize the District to contract directly with CH&D for design professional services. Based upon CH&D's qualifications and its proposal, the District proposes to enter into a contract with CH&D to provide the above-described design professional services for the not-to-exceed amount of \$291,572.

Recommendation

It is recommended that the Board of Trustees authorize the District to enter into a contract with CH&D Architects of Sacramento, California, to provide architectural design professional services for the District's Technology Building Remodel Project, per the contract terms and conditions, for the not-to-exceed amount of \$291,572. It is further recommended that the Board of Trustees authorize the district to execute appropriate contract documents in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting.

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

January 26, 2011

Subject: Establishment of Nonresident Tuition Fee, 2011-2012	Item No: 11-6621 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Finance	Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By: <i>Dr. Van Der Ploeg</i> Dr. Van Der Ploeg Superintendent/President

Background

Education Code Section 76140 requires each district governing board to establish the nonresident tuition fee no later than February 1 for the subsequent fiscal year. The Code specifies that one of seven options be used to establish the fee: (1) District average cost. The amount that was expended by the district for the expense of education in the preceding fiscal year increased by the projected percent increase in the United States Consumer Price Index and divided by the FTES (including nonresident students) attending in the district in the preceding fiscal year; (2) The same procedures as above except that instead of district figures, statewide expense of education and statewide FTES are used; (3) An amount not to exceed the fee established by the governing board of any contiguous district; (4) No more than district average cost; no less than statewide average cost; (5) Highest year statewide average tuition; (6) District average cost with 10% or more noncredit FTES and; (7) No more than 12 comparable states' average tuition.

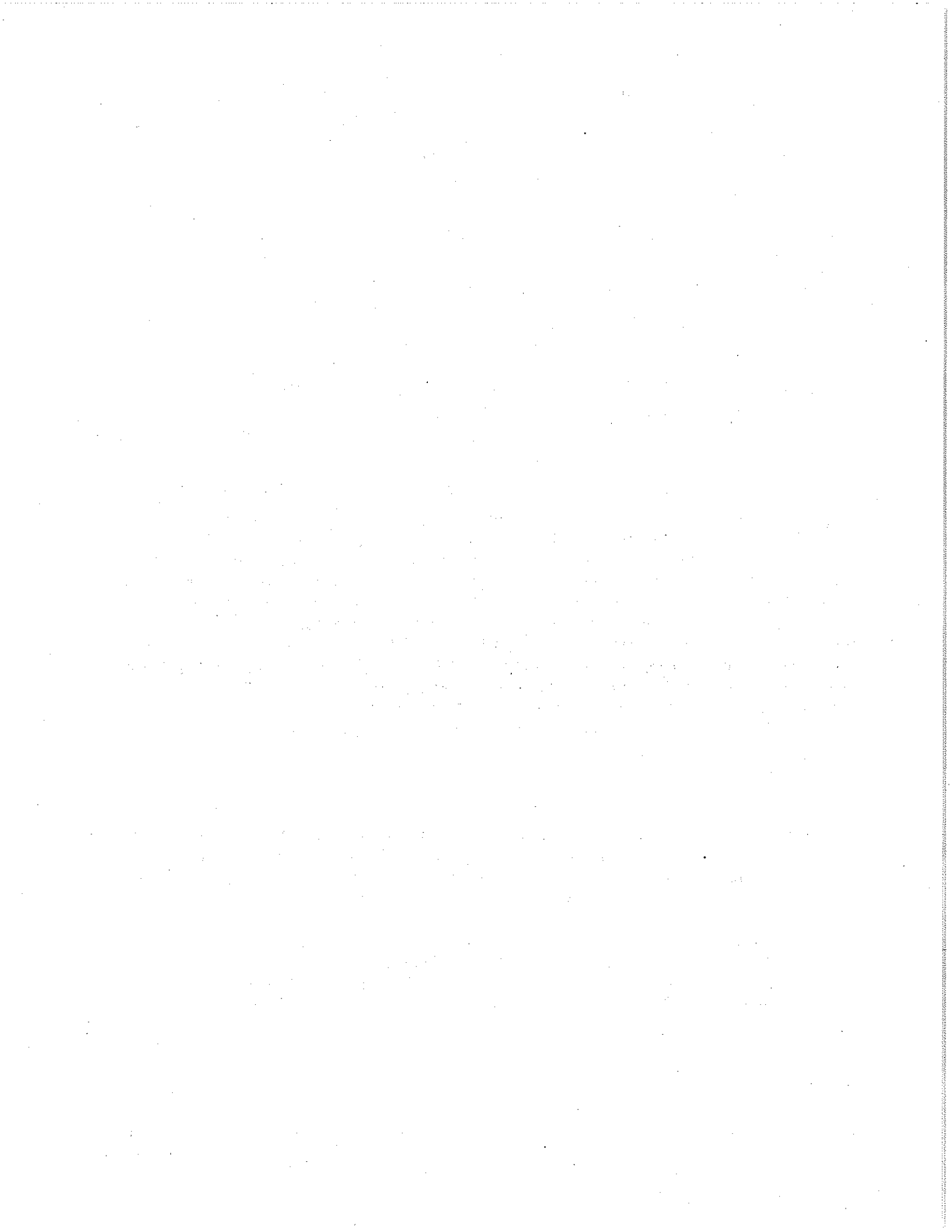
Status

The District expects to generate an estimated \$1,040,000 in nonresident tuition for 2010-2011 based on a per unit fee of \$190. The fees paid by the nonresident students remain within the District for use in the general fund and are charged in addition to enrollment fees. No state apportionment revenue is received for nonresident students.

The Statewide average cost for 2011-2012 is \$176 per unit. The district average cost is \$227. The district average cost is significantly higher than the Statewide average cost due to technology programs operated by the district for the Chancellor's Office. The District will utilize Option 5 where the amount will be no less than the statewide average cost and no more than the district average cost.


Recommendation

It is recommended that the Board of Trustees increase the nonresident tuition fee to \$200 per unit for the 2011-2012 academic year.



**Butte-Glenn Community College District
Meeting of the Board of Trustees**

January 26, 2011

Subject: Approval of Personnel Consent Agenda	Item No: 11-6622 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Human Resources	Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By:  Dr. Van Der Ploeg Superintendent/President

Recommendation

It is recommended that the Board of Trustees approve the personnel agenda, as follows:

MANAGEMENT

- Promotion of Associate Dean for Chico and Glenn Centers; BCIS and Business Education to Dean for Chico and Glenn Centers; BCIS and Business Education (Due to Reorganization) - Rudy Flores
Salary: From: MSC 25
To: MSC 26
Effective: January 1, 2011
- Promotion of Director for Library Services and Socio-cultural/Social and Behavioral Sciences to Dean for Library Services and Socio-cultural/Social and Behavioral Sciences (Due to Reorganization) - Luo-Zhu Cen
Salary: From: MSC 24
To: MSC 26
Effective: January 1, 2011

Information Item: *The following resignation previously accepted by the President on behalf of the Board per Board Policy:*

- Resignation of Director, IT Systems - Lawrence "Andy" Miller
Effective: January 8, 2011

ACADEMIC*

- Employment of Temporary Instructors, Winter Session 2011 - Lynn Cockerham, Ellen Hamilton
Part-Time Instructors recommended for employment effective Winter Session 2011, per EC 87482.5.
- Employment of Temporary Instructors, Spring Semester 2011 - Attachment "A"
Part-Time Instructors recommended for employment effective Spring Semester 2011, per EC 87482.5.
- Reassignment of LEAD Instructor to Curriculum Development Project (13.33% load) - Nicole LaGrave
Effective: Spring Semester 2011
- Reassignment of English Instructor to Curriculum Development Project (13.33% load) - Leslie Henson
Effective: Spring Semester 2011

CLASSIFIED*

- Employment of Administrative Secretary - Grants, CAS (Due to Incumbent Resignation) - Kathleen Rogahn
40 hours per week, 12 months per year
Status: Probationary
Salary: Range 25
Effective: February 1, 2011
- Voluntary Transfer/Reassignment of Administrative Secretary III, Career and Employment Services, to Administrative Secretary III, Art and Digital Art and Design - Krista Collette
Effective: January 1, 2011
- Voluntary Transfer/Reassignment of Administrative Secretary III, Job Placement - Work Experience to Administrative Secretary III, Career and Employment Services - Carrie Grahman
Effective: January 1, 2011

11. Reclassification of Administrative Secretary to the Assistant/ Associate Dean (Chico), to Administrative Secretary to the Dean (Chico) (Due to Reorganization) - Jennifer Close
 Salary: From: Range 26
 To: Range 27
 Effective: January 1, 2011
12. Reclassification of Administrative Secretary to the Assistant/ Associate Dean (Library), to Administrative Secretary to the Dean (Library) (Due to Reorganization) - Janet Palermo
 Salary: From: Range 26
 To: Range 27
 Effective: January 1, 2011
13. Employee Placement onto 39 Month Re-Employment List per Education Code Section 88195 - Dale McCullough
 Effective: December 8, 2010

TEMPORARY EMPLOYEES*

14. **Special Projects:**
Administrative Secretary II, FP&M - Felisabeth Dayoan
 Salary: \$17.23 per hour (01/18/11 - 06/30/11)
15. **Substitutes:**
Children's Program Specialist Assistant, CDC - Cody Frailey
 Salary: \$14.51 per hour (01/24/11 - 06/30/11)
Bus Operator, FP&M - Judy Higgins
 Salary: \$16.00 per hour (12/06/10 - 06/30/11)
Custodian I, FP&M - Xiong Lor
 Salary: \$14.51 per hour (01/03/11 - 06/30/11)
Desktop and Network Specialist, Enterprise Networks - James Cheatham
 Salary: \$19.98 per hour (01/10/11 - 06/30/11)
16. **Seasonal/On-Call:**
Law Enforcement Academy Seasonal Crime Scene Actors - Mathew Dunbaugh, Kyle Grandstaff, Kari Rostron, (01/27/11 - 06/30/11), Erik Scofield (11/19/10 - 06/30/11)
 Salary: \$8.00 per hour
Law Enforcement Academy Seasonal Crime Scene Evaluator - Shannon Peterson
 Salary: \$16.61 per hour (01/08/11 - 06/30/11)
Bookstore Clerks - Travis Chatters, Molly Gallivan, Joan Johnson, Dixie Likens, Kim Shannon
 Salary: \$11.04 per hour (12/01/10 - 06/30/11)
Registration Worker I, Admissions and Records - Kathleen Hubar
 Salary: \$12.50 per hour (01/24/11 - 06/30/11)
Registration Workers II, Admissions and Records - Verne Lang, Marguerite Van Dame, Carol Skripek
 Salary: \$14.51 per hour (01/24/11 - 06/30/11)
17. **Professional Experts:**
Firefighter I Academy, Manipulative Skills Evaluator - Craig Cox (01/17/11 - 06/30/11)
 Salary: Manipulative Skills \$10.25 per hour
 Manipulative Skills Evaluator \$16.61 per hour
Sign Language Interpreters, Student Services - Noreen Austin, Barbara Holcraft, Linda Lehman
 Salary: \$23.00 per hour (11/17/10 - 06/30/11)
MLEDS Driver, Public Safety Education and Training Center - Shaun Mahanay
 Salary: \$16.61 per hour (07/01/10 - 06/30/11)
Professional Expert, Economic Workforce Development - Matthew Williams
 Salary: \$100.00 per hour (01/01/11 - 06/30/11)
18. **Internships**
 Paid Interns:
CDC Interns - Clara Barber, Abigail Clark
 Salary: \$8.50 per hour (01/24/11 - 06/30/11)

*Contingent upon successful completion of background check.

ALL SALARY PLACEMENTS WILL BE IN ACCORDANCE WITH RULES AND REGULATIONS FOR PLACEMENT ON THE BOARD OF TRUSTEES APPROVED SALARY SCHEDULE, AS NEGOTIATED.

**BUTTE-GLENN COMMUNITY COLLEGE DISTRICT
MEETING OF THE BOARD OF TRUSTEES
JANUARY 26, 2011**

**TEMPORARY INSTRUCTORS – SPRING SEMESTER 2011
ATTACHMENT “A”**

<u>LAST NAME</u>	<u>FIRST NAME</u>		<u>LAST NAME</u>	<u>FIRST NAME</u>
Adams	Eric		Bilsborough	Linda
Agliolo	Michael		Blachley	John
Alexander	Dale		Blodget	Tom
Alexander	Jesse		Bokavich	Casey
Allen	Margaret		Bootman	Scott
Anderson	Heidi		Bordenkircher	Jesse
Andrew	Thurza		Brands	Christiana
Andrews	Mary		Bremner	Jeanne
Appel	Rolfe		Brindley	Peter
Arthur	Carol		Brockman	David
Asbury	Timothy		Broshears	James
Azevedo	Daniel		Brossoit	Paul
Babb	William		Brown	Monica
Babin	Nolan		Brown	Ronald
Bailey	Leonard		Brown	Virginia
Baker	Jean		Brown	Wendy
Ballantyne	Robert		Brydon	Pamela
Ban	Stephen		Burgan	Louise
Banks	Christopher		Burks	Stacey
Bantum	Camilla		Burrow	Jeffrey
Barber	George		Busch	Paula
Barket	Ann-Terese		Buzan	Melinda
Barkve	James		Buzza	Windsor
Barrett	Thomas		Bynoe	Cynthia
Barros	Paula		Cadd	Linda
Bartel	Juliet		Cahill	Lori
Battles	Cheryl		Calbert	Jerry
Baum	Sarah		Campbell	Donald
Beaupre	Tracy		Candelaria	Kelly
Beissel	Natalie		Cannon	Beth
Bellamy	Jennifer		Carrier	Alan
Bequette	David		Carrillo	John
Berman	Dave		Cato	David
Bertsch	Michael		Cavenecia	Melana
Beveridge	David		Chan	Monica

LAST NAME	FIRST NAME		LAST NAME	FIRST NAME
Chastain	Linda		Desilva	Anna
Chelotti	Kristin		Dexter	Karen
Chinchay	Marco		Dickenson	Jeffrey
Churchill	Margaret		Dimas-Powell	Kathleen
Clark	Leland		Dineen	Leland
Clemens	Ronald		Dixon	Claude
Clippinger	Terence		Dorrington	Danielle
Clowser	Janet		Duch	Andrew
Cluver	Theodore		Dulgar	Scott
Cockerham	Lynn		Dulyea	Kevin
Cole	Tom		Dunn	Elizabeth
Collins	Brian		Dunn	Jhan
Collins	Larry		Duran-Roach	Australia
Collins	Susan		Durkin	Christopher
Colon Simon	Blanca		Eagan	Virginia
Cone	Robert		Edgmon	Michael
Cooke	Bradley		Edsill	Julia
Coolidge	Julia		Edwards	Adrienne
Cottriel	Marne		Eggen	Ann
Coulombe	Julie		Eggen	Jessica
Coulombe	Kevin		Elke	David
Cowell	Jean		Ellis	Amanda
Craig	John		Ensslin	Teresa
Crawford	Jeffery		Epperson	Ruth
Cripe	Kenneth		Escobar	Sandra
Crosby	Nandi		Evaro	Heidi
Crosswhite	Donald		Facchini	Lynn
Crowhurst	Timothy		Fairchild	Sabrina
Cummins	Jon		Farrell	Brenton
Cuneo	James		Fedrizzi	Victor
Curtis	Lawrence		Fellers	Ryan
Curtis	Marilyn		Feltman	Joshua
Curtis	Myron		Fennel	Jeffrey
Dalton	Lola		Ferris	Melinda
Daniell	Dana		Ferro	Sam
Davis	Michael		Finkbiner	Donald
Davis	Michelle		Fleming	Elizabeth
Davison	Bryce		Flesher	Douglas
Dawson	Susan		Flores	Elias
Day	Tina		Flores	Jenny
Dearborn	Heidi		Follestad	Karla
Demaggio	Julie		Forrester	Jeffrey

<u>LAST NAME</u>	<u>FIRST NAME</u>		<u>LAST NAME</u>	<u>FIRST NAME</u>
Fourcroy	John		Hamilton	Ellen
Fowler	Russell		Haraughty	Gema
Fredericks	Kelly		Harris	Lydia
Fridrich	Tonia		Harrison	James
Fuchs	Delina		Hart	Diane
Gale	Stephen		Harvel	Nancy
Garcia	Timothy		Hasek	Bruce
Gardner	Carol		Hayes	Billy
Garner	David		Hearne	Susan
Garvey-Jenkins	Luann		Hendriks	Geert
Garzoli	Julie		Hennessy	April
Gascoyne	Thomas		Henrick	Meredith
Gehrke	Clancy		Heredia	Ruben
German	Laurel		Heston	Koby
Gilman	Elizabeth		Higbee	Cori
Gingerich	Scott		Higgins	Robert
Gisske Nelson	Linda		Hightower	Jennifer
Gnass	June		Hilderbrand	Suzanne
Goggia	Catherine		Hillyard	Stephen
Gonzales	Amy		Honea	Kory
Gonzales	Jennifer		Hope	Martha
Gonzalez Cuadros	Irma		Howard	Sue
Goodes	John		Howland	Jacqueline
Gordon	Beverley		Hubbard	William
Granger	Elizabeth		Huck	Sophy
Graves	Judith		Hudin	Cathryn
Greb	Linda		Huffman	Robin
Greenberg	Donna		Hughes	Gary
Grenko	Suellen		Hutcheson	Donald
Griggs	Daniel		Invernon	Louis
Grimes	Saxon		Iturreria	Ellen
Gruber	Corey		Ivey	Dennis
Gunnell	Margaret		Jackson	Joshua
Gust	Karen		Jacobson	Herbert
Haasl	David		Jeter	Sharon
Haeberle	John		Johnson	Charles
Haley	Patrick		Johnston	Margaret
Hall	Christelle		Jones	Agatha
Hall	David		Jones	Gregory
Hall	Steven		Jones	Larry
Hames	John		Jones	Todd

<u>LAST NAME</u>	<u>FIRST NAME</u>		<u>LAST NAME</u>	<u>FIRST NAME</u>
Jorgensen	Bonnie		MacKenzie	Scott
Keefe	Dorothy		Maclean	Gina
Kelly	April		MacPhail	Loretta
Kelso	John		Main	Chris
Kenyon	Rodney		Main	David
Kidd	Carey		Maletic	Stephen
Kiehn	Kenneth		Maloney	Michael
King	Jane		Marinescu	Tiberiu
Kinnee	Thomas		Marks	Crystal
Klassen	Kenneth		Marshall	Bryan
Klein	John		Marshall	Sheri
Kloster	Thomas		Martin	Doug
Knechel	John		Martin	John
Knowlton	Sarah		Martinez	Analia
Koehnen	Lori		Mason	Eileen
Koenig	Kiara		Mathews	Annette
Kongkeoviman	Bounpon		Mazur	Michael
Kozsis	Patricia		McCafferty	Heather
Kraemer	Angela		McConnell	Dawn
Lacefield	Jacqueline		McCormack	Margaret
Langan	Kelly		McCready	Thomas
Lanham	Patrick		McFadden	Greg
Larocca	Philip		McKenzie	Wendy
Larsen	Anne		McLean	Scott
Larson	Michael		McNairn	Marjorie
Laure	Vera		McNatt	Michael
Lee	Yuk King		McPherson	Susan
Lefkowitz	Todd		Meadows	Gary
Leigh	Julie		Megibow	Bonnie
Lema	Brenda		Melton	Gregory
Leonardi	Thomas		Metzger	Stephen
Leveto	Paul		Meyer	Laurie
Lightle	Teresa		Meyer	Nancy
Little	Thomas		Michel	Carol
Locklin	Ryan		Miller	Jerry
Logan	Edwin		Miller	Kathleen
Long	Melissa		Minor	Clark
Lowe	Deanna		Molina	Mario
Luallen	Katy		Monlux	Carrie
Lucena	Linda		Montgomery	Mark
Lundy	Dennis		Moore	Roger
Lydon	Dean		Moreno	Eugenia

<u>LAST NAME</u>	<u>FIRST NAME</u>		<u>LAST NAME</u>	<u>FIRST NAME</u>
Morris	Jason		Reese	Norman
Morrison	Ronald		Reisinger	Jason
Moss	Timothy		Reyes	Maria
Muelrath	Lani		Richards	Teresa
Murphy	Aaron		Ricketts	Eric
Murphy	Michael		Ringer	Bret
Murphy	Michael		Rios	Albert
Myers	Morten		Rivers	John
Nees	Lawrence		Rives	Jodi
Neher	Jeanine		Robinson	Tamara
Nelson-Hall	Jena		Rodgers	Jane
Nevens	Michael		Rodman	Daniel
Newman	Katherine		Roeder	Miriam
Nielsen	Sandra		Rogers	Linda
Nissen	Karen		Rohrer	Judith
Noel	Patrick		Rooney	Shannon
Noor	John		Rosato	Carl
Noraas	Margaret		Rose	Sonya
Nutsch	Rita		Ross	Dennis
O'Neill	Jaime		Rubinoff	Shane
O'Neill	Karen		Ruiz	David
O'Quin	Sharon		Salindong	Anthony
O'Shaughnessy	Patrick		Sarvis	Paul
Overmyer	Charles		Sbarbaro	Victor
Paisley	Dustin		Scheuermann	Laurie
Parker	Adrienne		Schifferle	Kathryn
Pavone	Christopher		Schoelkopf	John
Pedeva-Fazlic	Desislava		Scholar	Gary
Peldo	Curtis		Scott	Cindy
Pershing	Jeffrey		Seipert	Matthew
Peter	Eric		Setzer	Peggy
Peters	Mari		Shahid	Maria
Pierce	Robert		Sharpton	Robert
Pilakowski	Michael		Shaw	Julie
Ping	Jean		Shorrock	Michael
Pittman	David		Silberman	Steve
Plyley	Stefan		Sirianni	David
Proffitt	William		Sjolund	Garrett
Rana	Jagjeet		Skinner	David
Rathbun	Chris		Slightom	Shelly
Raven	Susan		Smiley	Gregory
Raymond	David		Smith	Carson

<u>LAST NAME</u>	<u>FIRST NAME</u>		<u>LAST NAME</u>	<u>FIRST NAME</u>
Smith	Olav		VanHorn	Heather
Smith	Shawn		Vela	Shanna
Smith	Tara		Vincent	Zu
Smith-Peters	Bruce		Vinsky	Jennifer
Snelgrove	Mark		Vranich	Andrew
Snelling	Robert		Waddell	David
Spangler	Jennifer		Wade	Erin
Spath	Lisa		Wallace	Cody
Speer	Mark		Wasinger	Carrie
Springer	Heather		Way	Lori
Sprows	Alexandra		Weesner	Eric
Stanley	Sara		Welton	David
Stephens	Bettye		Wenger	Christopher
Stevens	Robert		West	Frank
Stofa	Robert		Westwood	Lisa
Stone	Kathy		White	Andrea
Stoner-Wood	Jean		White	Jennifer
Strahan	Lori		White	Kelly
Sutton	Khyle		Wicks	Michael
Sweet	Kathy		Wildhaber	Steven
Swire	Barbara		Wilkins	Valinda
Switzer	Charles		Willmann	Mathias
Tange	Mark		Wilpolt	Mark
Tatum	Chiraporn		Wilson	Darrell
Teagarden	Katherine		Winzenz	Thaddaeus
Tellesen	Dylan		Withers	Julie
Tellesen	Hilary		Wittsell	Ricky
Thatcher	Jeanne		Wolfe	Matthew
Thomas	Michael		Wymore	Gretel
Thomas	Russell		Xiong	Moua
Thompson	Stephen		Yeager	Melody
Thomsen	Loris		Zalesny	Matthew
Tokuda	Keiko		Zeichick	David
Topel	John			
Toussaint	Susan			
Tovani	Larry			
Traulsen	Andrew			
Traverso	Erica			
Turner	Kathleen			
Vader	Seth			
Vanella	Carrie			
Vanevenhoven	Charles			

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

January 26, 2011

Subject: Acceptance of 2009-10 Audit Reports	Item No: Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Finance	Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input checked="" type="checkbox"/> Consent <input type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By: <u>Dr. Van Der Ploeg</u> Dr. Van Der Ploeg Superintendent/President

Background

Education Code Section 84040 requires the governing board of the District provide an annual audit of all funds, books, and accounts of the district. The annual financial audit prepared by the District's external contract auditors complies with the California Community Colleges Budget and Accounting Manual, the California Code of Regulations Section 59100, and California Education Code Section 84040.

The primary objectives of the financial audit are: (a) to determine the District's accountability for revenues, the propriety of expenditures, and the extent to which funds have been expended in accordance with prescribed federal and California laws and regulations; (b) to determine whether the District's financial statements are presented fairly in accordance with generally accepted accounting principles; and (c) to recommend appropriate actions in any areas where internal control or compliance with applicable federal and California laws and regulations could be improved.

Proposition 39 requires that the Board of the District conduct annual, independent financial and performance audits to ensure that bond funds have been expended in compliance with the legal requirements of Proposition 39.

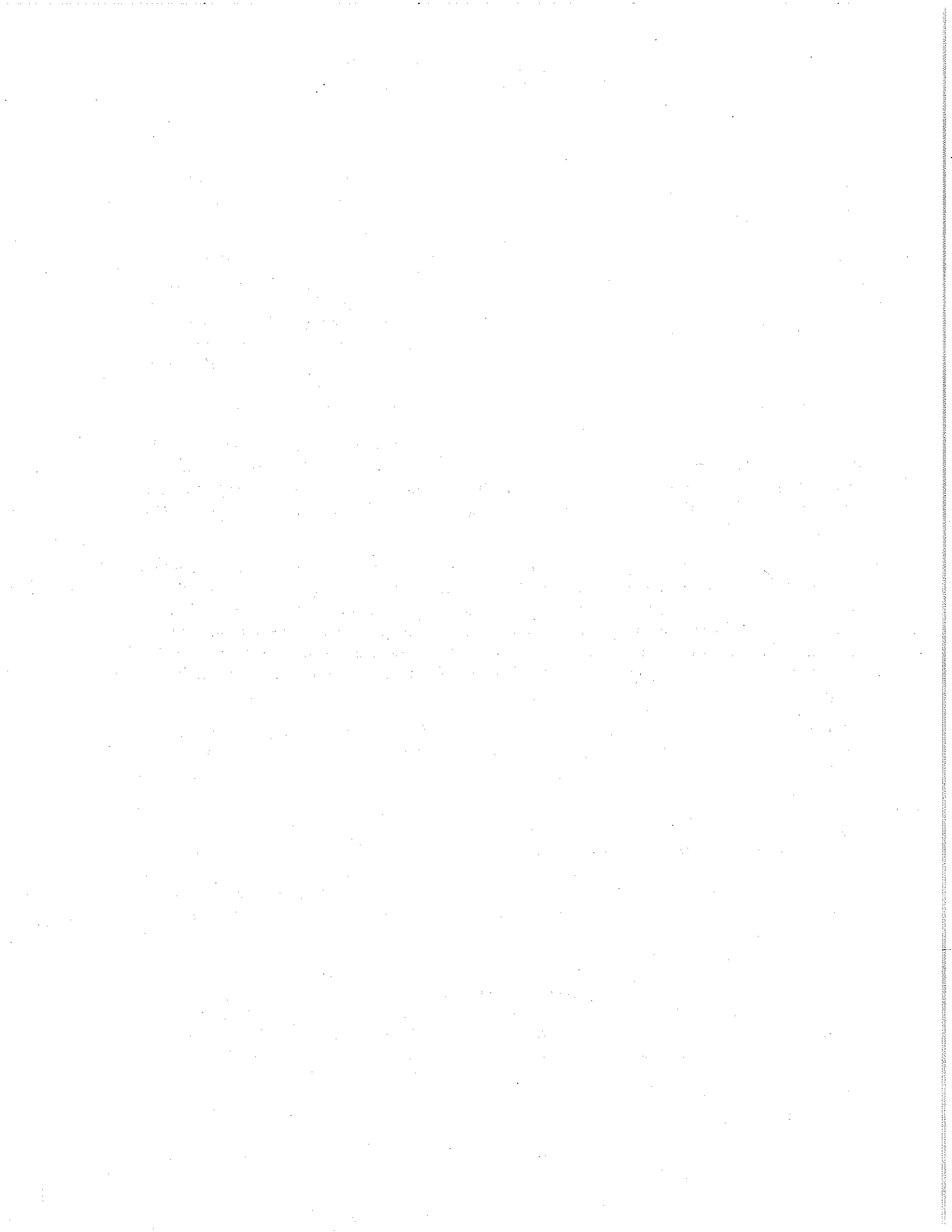
Status

The District's Audit Committee consisting of Trustees Cecchi, Forbes, and Perez, Dr. Van Der Ploeg, Andy Suleski, Al Renville, Ken Meier, Les Jauron, and Trevor Stewart met with the District's auditors, Nystrom & Company, on January 18, 2011, to review the District's annual audit reports for the year ended June 30, 2010. The District received an unqualified (clean) opinion on the financial statements and compliance reports. Prior and current year audit findings and new accounting principles were discussed in detail. All issues were addressed to the Trustees in attendance.

Attached for the Board's review are the Butte-Glenn Community College District's Financial Statements with Independent Auditors' Report and the Measure A Bond Funds Financial Statements with Independent Auditors' Report (including Performance Audit Report) for the year ended June 30, 2010. Members of the public may review the audit reports in the Office of the Vice President for Administration.

Recommendation

It is recommended that the Board accept the Butte-Glenn Community College District's audit reports for the year ending June 30, 2010.



Butte-Glenn Community College District
Meeting of the Board of Trustees

January 26, 2011

Subject: Superintendent/President Search Update	Item No: 11-6624 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Administration	Action <input type="checkbox"/> Information <input checked="" type="checkbox"/> Regular <input checked="" type="checkbox"/> Consent <input type="checkbox"/>
Submitted By: William McGinnis Search Committee Chair	Approved By: <i>Dr. Van Der Ploeg</i> Dr. Van Der Ploeg Superintendent/President

Status

Trustee Bill McGinnis, Superintendent/President Search Committee Chair, will provide an update to the Board on the search status.

Mr. McGinnis will also ask for a Trustee appointment to the Search Committee.

