



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

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Notice of Regular Meeting

October 5, 2011

1:00 PM

Butte College Glenn County Center  
604 E. Walker St. (Hwy. 32), Orland

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*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  
Mr. Tom Lando  
Mr. Thomas McLaughlin  
Mr. Fred R. Perez  
Mr. David Vodden

**Pledge of Allegiance to the Flag**

1. **Agenda Approval**

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

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

3. **Approval of Consent Agenda**

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Approval of Minutes - September 7, 2011	Action	
Approval of Minutes - September 14, 2011	Action	
Approval of Warrants	Action	11-6710
Ratification of Contracts	Action	11-6711
Authorization of Contracts	Action	11-6712
Authorization for Board Travel	Action	11-6713
Approval of Personnel Consent Agenda	Action	11-6714
<u>Academic Employees</u>		
Employment and Change of status		
<u>Academic Temporary Employees</u>		
Employment		
<u>Classified Employees</u>		
Change of status		
<u>Temporary Employees</u>		
Employment of substitute, professional expert, seasonal/on call employees; and unpaid interns		

4. **Information-Reports**

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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 comment on items within the Board's jurisdiction; comments are limited to five minutes.*

Board Comments

5. **Finance/Facilities**

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Board Criteria for 2012-2013 Budget Development	Information	11-6715
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7. **Future Dates and Reports**

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November 9, 2011	Regular Meeting	Main Campus	1:00 p.m.
December 7, 2011	Organizational Meeting	Main Campus	1:00 p.m.

8. **Closed Session**

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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. EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

9. **Adjournment**

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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.



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Minutes of Special Meeting  
September 7, 2011

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The Board of Trustees of the Butte-Glenn Community College District met in special session on Wednesday, September 7, 2011, at the Butte College Board Room.

- Board Members Present**
- Mr. Michael Boeger, President
  - Mr. William McGinnis, Vice President
  - Mr. Louis Cecchi, Clerk
  - Mr. Fred R. Perez
  - Mr. Thomas McLaughlin
  - Mr. David Vodden
- Staff Members Present**
- Dr. Kimberly Perry, Superintendent/President
  - Mr. Allen Renville, Vice President
  - Mr. Andy Suleski, Vice President
  - Mr. Les Jauron, Vice President
  - Dr. Samia Yaqub, Vice President
  - Mr. John Gliha, Foundation Executive Director
  - Mr. Trevor Stewart, Director of Business Services
  - Chief Casey Carlson, College Police
  - Sgt. Doug Sloan, College Police
- Guests**
- Mr. Christopher Clifford
  - Mr. Thomas Lando
  - Mr. Kenji Lee
  - Mr. Rick Krepelka

**Pledge of the Allegiance to the Flag**

Trustee McLaughlin led the Pledge of Allegiance to the Flag.

1. **Agenda Approval**  
It was moved by Trustee Perez, seconded by Trustee Cecchi, to approve the agenda as presented. Motion carried unanimously.
2. **Public Comments**  
There were no public comments.
3. **Interview Prospective Candidates for Vacant Seat, Trustee Area 3**  
The Board interviewed Mr. Thomas Lando, Mr. Kenji Lee, and Mr. Rick Krepelka for the vacant seat.
4. **Approval of Personnel Consent Agenda, 11-6695**  
It was moved by Trustee McGinnis, seconded by Trustee Perez, to approve the Personnel Consent agenda as presented. Motion carried unanimously.
5. **Finance**  
**Measure A - Series A Bond Refunding Opportunity, 11-6696**  
The Board asked for additional research on the issue. It was moved by Trustee McGinnis, seconded by Trustee Vodden, to schedule a special session with staff to review the issue. Motion carried unanimously.

6. **Appointment and Oath of Office - Trustee Area 3**

It was moved by Trustee Vodden, seconded by Trustee Perez, to appoint Mr. Rick Krepelka to Trustee Seat, Area 3, which will expire in 2012. Motion tied by the following roll call vote:

Ayes: Trustees Boeger, Perez, Vodden

Noes: Trustees McGinnis, Cecchi, McLaughlin

It was moved by Trustee McGinnis, seconded by Trustee Cecchi, to appoint Mr. Thomas Lando to Trustee Seat, Area 3, which will expire in 2012. Motion carried by the following roll call vote:

Ayes: Trustees Boeger, McGinnis, Cecchi, McLaughlin, Vodden

Noes: Trustee Perez

Dr. Kimberly Perry administered the Oath of Office to Mr. Thomas Lando, who then took his seat at the table.

7. **Adjournment**

Board President Boeger adjourned the meeting at 2:51 PM.



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

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**Minutes of Regular Meeting  
September 14, 2011**

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The Board of Trustees of the Butte-Glenn Community College District met in regular session on Wednesday, September 14, 2011, in the District Board Room, 3536 Butte Campus Drive, Oroville, California.

**Board Members Present**

Mr. Michael Boeger, President  
Mr. William McGinnis, Vice President  
Mr. Louis Cecchi, Clerk  
Mr. Tom Lando  
Mr. Thomas McLaughlin  
Mr. Fred R. Perez  
Mr. David Vodden

**Staff Members Present**

Dr. Kimberly Perry, Superintendent/President  
Mr. Allen Renville, Vice President  
Mr. Andy Suleski, Vice President  
Mr. Les Jauron, Vice President  
Dr. Samia Yaqub, Interim Vice President  
Dr. Kenneth Bearden, Academic Senate President  
Mr. Peter Dahl, Classified Senate President  
Ms. Kam Bull, Dean of Instruction  
Ms. Denise Adams, Director of Allied Health  
Mr. Jack Lemley, Director of Auxiliary Services  
Mr. Trevor Stewart, Director of Business Services  
Ms. Claudia Trujillo, Director of Human Resources  
Mr. Mike Dunbaugh, Dean of Instruction  
Mr. Rudy Flores, Dean of Instruction  
Mr. John Gliha, Foundation Executive Director  
Chief Casey Carlson, Campus Police  
Mr. Steve DeMaggio, Director of Dining Services  
Ms. Kim Jones, Interim Director of Facilities Planning and Management  
Ms. Teri Jo Buckman, Staff  
Ms. Dorinda Salvo, Faculty  
Ms. Sharon Ewing, Staff  
Mr. Don Robinson, Faculty  
Mr. Christopher Armitage, Faculty  
Ms. Sonya Rose, Faculty  
Ms. Vanessa Evensiosky, Staff  
Mr. James Cheatham, Staff  
Mr. Tyler Pinkney, Staff  
Ms. Kathleen Castellucci, Staff  
Ms. Cheryl Pustejovsky, Staff  
Ms. Eileena Oney, Staff

**Visitors**

Mr. Christopher Clifford

**Pledge of Allegiance to the Flag**

Trustee Perez led the Pledge of Allegiance to the Flag.

**1. Agenda Approval**

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

**2. Introduction of New Faculty and Staff**

The following new faculty and staff members were introduced to the Board: Christopher Armitage, Sonya Rose, Vanessa Evensiosky, James Cheatham, Tyler Pinkney, Kathleen Castellucci, Cheryl Pustejovsky, and Eileena Oney; Kathleen Rogahn was unable to attend.

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

There were no public comments.

**4. Approval of Consent Agenda, Items 11-6697 to 11-6707**

It was moved by Trustee Cecchi, seconded by Trustee Perez to approve the consent agenda as presented. Motion carried unanimously. Trustee Lando abstained from Item 11-6700, Authorization of Contracts.

**5. Information-Reports****Academic Senate President's Report – Dr. Kenneth Bearden**

Dr. Bearden reported that:

- The Academic Senate has heard from many faculty about the optimistic climate that is emerging on campus with the appointments of Dr. Perry as Superintendent/President and Dr. Samia Yaqub as Interim Vice President.
- The Academic Senate is currently focusing on enrollment management, particularly enrollments over cap; and prerequisite approval and enforcement.
- Butte College will host the statewide area A Academic Senate meeting in October.

**Classified Senate President's Report – Peter Dahl**

Mr. Dahl reported that

- Classified Senate held its first meeting last week, establishing an emphasis for the year of building the connection between the Senate and the Classified Staff.
- The Senate will be holding a meet and greet on October 20, and will hold a second one in the Spring.
- The Senate set a goal to establish a fourth scholarship.

**Student Trustee Comments – Janell Snead**

Due to academic commitments, Ms. Snead has resigned from the Board. Mr. Boeger appointed Trustees Lando and Vodden to sit with Dr. Perry on a committee to appoint a new trustee.

**Superintendent/President's Report – Dr. Kimberly Perry**

Dr. Perry welcomed Tom Lando to the Board and reported the following:

- The September 13, 2011 edition of Roadrunner Tracks contains a brief summary of events over the last 2 - 3 weeks with some highlights being:
  - The campus hosted the Board of Governors this past week.
  - The Public Safety Center dedicated a ½ ton piece of the World Trade Center north tower at a memorial ceremony on September 11.
  - The 55<sup>th</sup> Fish and Game Academy class graduation was held on August 12.
  - The Foundation Scholarship Ceremony was held August 22, awarding \$87,600 to our students.
- There are a number of legislative bills on the Governor's desk awaiting action, including AB 131, the California Dream Act part 2, AB 684, Redistricting, and a bill to delay the fee increase for community college students.
- Our next Board meeting on October 5 will start with a reception for Glenn County residents.

**Public Comments on Items Not on the Agenda**

There were no public comments.

**Board Comments**

Trustee McGinnis noted that the President Obama has cited a potential pot of money for community college renovation. Ms. Jones indicated that, given the current knowledge about how the funds will be disseminated, Butte College doesn't have any proposals that would qualify.

Trustee Perez provided reminders for the President's Golf Tournament to be held on September 26 and the Spring Gala to be held in March 2012.

**6. Finance**

**Adoption of Resolution No. 679, Contract Approval: California Community Colleges Chancellor's Office, Health Workforce Initiative Statewide Advisory Committee, 11-6708**

It was moved by Trustee Perez, seconded by Trustee Cecchi, to adopt Resolution No. 679 as presented. Motion carried by the following roll call vote:

- ayes - Trustees Boeger, Cecchi, Lando, McGinnis, McLaughlin, Perez, Vodden
- noes - none
- absent - none

**Public Hearing and Adoption of 2011-12 Final Budget, 11-6709**

Board President Boeger opened the public hearing on the 2011-12 Budget at 1:33 p.m. Hearing no public comments, the hearing was closed at 1:34 p.m. It was moved by Trustee McGinnis, seconded by Trustee Vodden, to adopt the 2011-12 Final Budget. Motion carried unanimously.

Trustee Boeger commended staff for the fine work on the budget document.

Trustee McGinnis noted that the operating budget was half of what it was ten years ago; and commended the staff for working within that tight framework.

**7. Future Dates**

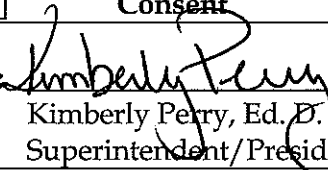
October 5, 2011	Regular Meeting and Community Reception	Glenn County Center	1:00 p.m.
November 9, 2011	Regular Meeting	Main Campus	1:00 p.m.

**8. Adjournment**

Board President Boeger adjourned the meeting at 1:45 PM.

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

October 5, 2011

<b>Subject:</b> Approval of Warrants	<b>Item No:</b> 11-6710 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Finance	<b>Action</b> <input checked="" type="checkbox"/> <b>Information</b> <input type="checkbox"/> <b>Regular</b> <input type="checkbox"/> <b>Consent</b> <input checked="" type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Vice President	<b>Approved By:</b>  Kimberly Perry, Ed. D. Superintendent/President

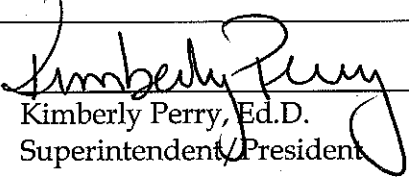
It is recommended that the Board of Trustees approve the vendor, payroll, and financial aid warrants for the period of August 17, 2011 to September 13, 2011.

Type of Warrant	Check/Voucher Sequence	Total
Vendor	545387 - 546426	\$ 3,210,498.08
Payroll	469894 - 470445	\$ 2,468,892.09
Financial Aid	100001 - 106402	\$ 7,433,730.41

Warrant registers are available for review in the Business Office.

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

October 5, 2011

<b>Subject:</b> Ratification of Contracts	<b>Item No:</b> 11-6711 <b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Category:</b> Finance/Contracts	<b>Action</b> <input checked="" type="checkbox"/> <b>Information</b> <input type="checkbox"/> <b>Regular</b> <input type="checkbox"/> <b>Consent</b> <input checked="" type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Vice President	<b>Approved By:</b>  Kimberly Perry, Ed.D. 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 August 2011. The Superintendent/President or Vice President for Administration 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, Grants and Change Orders Signed by the Superintendent/President or Designee  
August 1-31, 2011**

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Cost)	Originated by: District Department	Approved by: District Administrator
8/3/11	N/A	Jesus Center	Federal Work Study Program Off Campus Project Agreement	\$0.00	JOB PLACEMENT	Renville
8/15/11	N/A	Butte County Superior Court - SHARP	Federal Work Study Program Off Campus Project Agreement	\$0.00	JOB PLACEMENT	Renville
8/22/11	N/A	Hope Center	Federal Work Study Program Off Campus Project Agreement	\$0.00	JOB PLACEMENT	Renville
7/1/11	6/30/12	BOG, California Community Colleges Chancellor's Office	Grant Agreement Economic and Workforce Development Strategic Priority Leadership, Coordination and Technical Assistance	\$172,500.00	HWI	Yaqub
7/1/11	6/30/12	BOG, California Community Colleges Chancellor's Office	Grant Agreement Economic and Workforce Development Training & Development Institute	\$237,525.00	ECON WORK DEV	Yaqub
7/1/11	6/30/12	BOG, California Community Colleges Chancellor's Office	Grant Agreement Economic and Workforce Development Health Workforce Initiative	\$205,000.00	HWI	Yaqub
7/1/11	6/30/12	Enloe Medical Center	Clinical Affiliation Agreement	\$0.00	HEALTH OCCUPNS	Yaqub
7/1/11	6/30/12	Butte County Public Health	Amendment to Clinical Affiliation Agreement	\$0.00	HEALTH OCCUPNS	Yaqub
7/1/11	10/31/12	Mercy Medical Center Mt. Shasta	Amendment to Clinical Affiliation Agreement	\$0.00	HEALTH OCCUPNS	Yaqub
7/1/11	9/30/11	Mercy Medical Center Redding	Amendment to Clinical Affiliation Agreement	\$0.00	HEALTH OCCUPNS	Yaqub
7/1/11	N/A	Peg Taylor Center/Innovative Health Care Services	Amendment to Clinical Affiliation Agreement	\$0.00	HEALTH OCCUPNS	Yaqub
7/1/11	6/30/13	Prestige Assisted Living	Amendment to Clinical Affiliation Agreement	\$0.00	HEALTH OCCUPNS	Yaqub
7/1/11	6/30/13	Prestige Assisted Living of Chico	Amendment to Clinical Affiliation Agreement	\$0.00	HEALTH OCCUPNS	Yaqub
7/1/11	12/31/11	Providence Health & Services Washington	Amendment to Clinical Affiliation Agreement	\$0.00	HEALTH OCCUPNS	Yaqub
7/1/11	6/30/13	Riverside Convalescent	Amendment to Clinical Affiliation Agreement	\$0.00	HEALTH OCCUPNS	Yaqub
7/1/11	12/31/11	Renown Health Inc.	Amendment to Clinical Affiliation Agreement	\$0.00	HEALTH OCCUPNS	Yaqub
7/1/11	6/30/12	Seneca Hospital	Amendment to Clinical Affiliation Agreement	\$0.00	HEALTH OCCUPNS	Yaqub
7/1/11	6/30/12	Skyway Surgical Center LLC	Amendment to Clinical Affiliation Agreement	\$0.00	HEALTH OCCUPNS	Yaqub
7/1/11	10/31/12	Catholic Healthcare West St. Elizabeth Community Hospital	Amendment to Clinical Affiliation Agreement	\$0.00	HEALTH OCCUPNS	Yaqub
7/1/11	6/30/13	Wind Chime of Chico	Amendment to Clinical Affiliation Agreement	\$0.00	HEALTH OCCUPNS	Yaqub
7/1/11	N/A	Justeson Ranch Inc.	updating terms and conditions Month-To-Month Commercial Lease Agreement 2491 Carmichael Drive, Chico	(\$3,999.88)/month	FOSTER CARE	Renville

**Butte-Glenn Community College District  
Contracts Ratification Report  
Contracts Signed by the Superintendent/President or Designee  
August 1-31, 2011**

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue / (Cost)	Originated by District Department	Approved by District Administrator
8/1/11	7/31/12	Butte County Office of Education	Amendment to Facilities Use Agreement Computer Training Center at 2152 Robinson Street, Oroville to extend term and change fees	(\$30)/week + (\$25)/hour used	CHICO/GLENN CTRS	Yaqub
7/1/11	6/30/12	Paradise Police Department	Letter of Agreement Firing Range Use	\$150.00	PUBLIC SAFETY	Yaqub
7/1/11	6/30/12	Butte County District Attorney's Office	Letter of Agreement Firing Range Use	\$150.00	PUBLIC SAFETY	Yaqub
7/1/11	6/30/12	California Department of Justice	Letter of Agreement Firing Range Use	\$0 - Fee waived based on Use	PUBLIC SAFETY	Yaqub
7/1/11	6/30/12	Oroville Police Department	Letter of Agreement Firing Range Use	\$150.00	PUBLIC SAFETY	Yaqub
7/1/11	6/30/12	Reedley College (State Center Community College District)	Cooperative Agreement supporting Statewide Discipline/Industry Collaborative Project	\$15,000.00	AG	Yaqub
7/1/11	6/30/12	Santa Clarita Community College District	Distance Education Captioning and Transcription Grant Funding Application and Agreement	\$331.00	DISTANCE ED	Yaqub
6/3/11	1/31/12	California Conservation Corps	Amendment to Agreement Career Pathway Project Phase 2.5a to increase scope of work, extend term, and increase compensation	\$10,900.00	ECON WORK DEV	Yaqub
5/10/11	8/15/11	Bravo Expressions	Services supporting Career Pathways Phase 2.5a Project	(\$650.00)	ECON WORK DEV	Yaqub
8/2/11	8/4/11	Jonae Pistorresi	Services supporting Training & Development Institute Project	(\$1,000.00)	ECON WORK DEV	Yaqub
7/1/11	12/31/11	RM Associates	Services supporting Training & Development Institute Project	(\$10,800.00)	ECON WORK DEV	Yaqub
3/23/11	6/30/11	Rio Hondo College	Amendment to Subcontract supporting CCCC Discipline/Industry Collaborative for Health Occupations Grant	\$0.00	HWI	Yaqub
8/11/11	6/30/12	School Datebooks	2011 Custom Book	(\$6,499.99)	ASSOCIATED STUDENTS	Renville
8/17/11	N/A	Bank of America	Telephone Wire Transfer Agreement	\$0.00	BUSINESS SERVICES	Suleski
8/22/11	12/16/11	MBS Service Company, Inc.	Book Rental Program Schedule Fall 2011	Revenue based on rentals	BOOKSTORE	Suleski
7/1/11	6/30/12	California Commission on Peace Officer Standards and Training	Driving Simulator, Force Option Simulator and Mobile Driving Simulator course training for qualified law enforcement personnel	\$78,717.00	PUBLIC SAFETY	Yaqub
1/1/11	6/30/11	The CSU, Chico Research Foundation	Small Business Development Center services	\$105,000.00	SBDC	Yaqub
8/17/11	8/17/14	Microsoft	Participation Agreement for Enrollment of Education Solutions / Campus and School Agreement	(\$73,009.00)	IT	Jauron
7/1/11	6/30/12	Samadhi Life	Technology Services Agreement supporting Telecommunications and Technology Infrastructure Program (TTIP) North Grant	(\$14,625.00)	CCC TECH CENTER	Jauron
8/17/11	6/30/15	Butte College Foundation and California Community College Chancellor's Office	Amendment to MOU supporting CCCCO TRIS Fund to extend term	\$0.00	CCC TECH CENTER	Jauron
8/17/11	N/A	XAP Corporation and Escrow Associates, LLC	Third Party Escrow Agreement CCC Apply and eTranscript CA projects	(\$1,500) annually	CCC TECH CENTER	Jauron

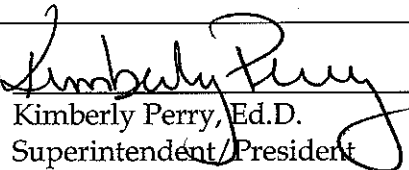
**Butte-Glenn Community College District  
Contracts Ratification Report  
Contracts Signed by the Superintendent/President or Designee  
August 1-31, 2011**

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue / (Cost)	Originated by: District Department	Approved by: District Administrator
8/4/11	6/30/12	Unicon Inc.	Amendment to Technology Services Agreement supporting Open CCC Apply project increase compensation for FY11-12	(\$591,350.00)	CCC TECH CENTER	Jauron
6/30/11	6/30/12	Leonard Robison	Amendment to Technology Services Agreement supporting TTIP North Grant Help Desk and Library Electronic Resources RFP Project to expand scope of work, extend term, increase compensation	(\$12,500.00)	CCC TECH CENTER	Jauron
7/1/11	6/30/12	Peter Bahr	Technology Services Agreement supporting Telecommunications and Technology Infrastructure Program (TTIP) North Grant Strategic Planning Project	(\$10,000.00)	CCC TECH CENTER	Jauron
7/1/11	6/30/12	Leonard Robison	Technology Services Agreement supporting Telecommunications and Technology Infrastructure Program (TTIP) North Grant eTranscript CA & Open CCC Apply Projects	(\$60,500.00)	CCC TECH CENTER	Jauron
7/1/11	6/30/12	Joseph Giroux	Technology Services Agreement supporting Telecommunications and Technology Infrastructure Program (TTIP) North Grant eTranscript CA, Open CCC Apply, & ePortfolio CA Projects	(\$30,675.00)	CCC TECH CENTER	Jauron
7/1/11	6/30/12	Mark Howell	Technology Services Agreement supporting Telecommunications and Technology Infrastructure Program (TTIP) North Grant eTranscript CA, CCC Apply, & Open CCC Apply Projects	(\$55,750.00)	CCC TECH CENTER	Jauron
10/19/11	10/20/11	Hilton San Diego	Group Sales Agreement supporting TTIP North Grant Telecommunications and Technology Advisory Committee meeting	(\$2,400.00)	CCC TECH CENTER	Jauron
7/1/11	8/31/11	MJ Shelton	FPM Fuel Island Asphalt Repair	(\$10,960.00)	FPM	Suleski
7/1/11	8/31/11	MJ Shelton	Sewer System Manhole Repair	(\$2,280.00)	FPM	Suleski
7/1/11	10/1/11	Accularm Security Systems	Campus Center Bookstore Interior Cameras and DVR	(\$8,056.07)	FPM	Suleski
8/12/11	N/A	Chico Electric/DPR Energy	Solar Phase III Project Change Order No. 1	\$116,343.26	FPM	Suleski
8/12/11	N/A	Chico Electric/DPR Energy	Solar Phase III Project Change Order No. 2	(\$7,022.00)	FPM	Suleski
8/12/11	N/A	Chico Electric/DPR Energy	Solar Phase III Project Change Order No. 3	(\$63,364.49)	FPM	Suleski
8/12/11	N/A	Chico Electric/DPR Energy	Solar Phase III Project Change Order No. 4	(\$22,347.53)	FPM	Suleski
8/12/11	N/A	Chico Electric/DPR Energy	Solar Phase III Project Change Order No. 5	(\$18,416.77)	FPM	Suleski
8/12/11	N/A	Chico Electric/DPR Energy	Solar Phase III Project Change Order No. 6	(\$16,627.42)	FPM	Suleski
8/12/11	N/A	Chico Electric/DPR Energy	Solar Phase III Project Change Order No. 7	(\$1,876.57)	FPM	Suleski
8/12/11	N/A	Chico Electric/DPR Energy	Solar Phase III Project Change Order No. 8	(\$28,686.76)	FPM	Suleski
8/17/11	N/A	Chico Electric/DPR Energy	Solar Phase III Project Change Order No. 9	(\$64,730.63)	FPM	Suleski
8/17/11	N/A	Chico Electric/DPR Energy	Solar Phase III Project Change Order No. 10	(\$7,081.33)	FPM	Suleski

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

October 5, 2011

<b>Subject:</b> Authorization of Contracts	<b>Item No:</b> 11-6712 <b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Category:</b> Finance/Contracts	<b>Action</b> <input checked="" type="checkbox"/> <b>Information</b> <input type="checkbox"/> <b>Regular</b> <input type="checkbox"/> <b>Consent</b> <input checked="" type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Vice President	<b>Approved By:</b>  Kimberly Perry, Ed.D. 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**

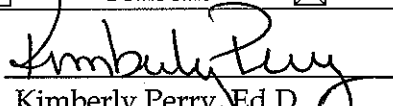
It is recommended that the Board of Trustees approve the contract(s) listed on the Contracts Authorization Report and authorize the Superintendent/President or designee to enter into the contract(s) and execute necessary contract documents.

**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
10/1/11	3/31/12	Butte County Office of Education	Services supporting CCCCCO CTE Community Collaborative Grant	(\$140,000.00)	HWI	Yaqub

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

October 5, 2011

<b>Subject:</b> Authorization for Board Travel	<b>Item No:</b> 11-6713 <b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Category:</b> Administration	<b>Action</b> <input checked="" type="checkbox"/> <b>Information</b> <input type="checkbox"/> <b>Regular</b> <input type="checkbox"/> <b>Consent</b> <input checked="" type="checkbox"/>
<b>Submitted By:</b> Diana Van Der Ploeg President	<b>Approved By:</b>  Kimberly Perry, Ed.D. Superintendent/President

**Status**

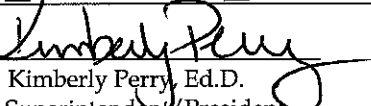
Trustees Bill McGinnis, Tom Lando, and David Vodden wish to attend the 2011 Annual Conference of the Community College League, November 17-19, in San Jose, CA.

**Recommendation**

It is recommended that Trustees McGinnis, Lando, and Vodden be authorized to travel as indicated above on behalf of the Butte-Glenn Community College District Board of Trustees.

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

October 5, 2011

<b>Subject:</b> Approval of Personnel Consent Agenda	<b>Item No:</b> 11-6714 <b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Category:</b> Human Resources	<b>Action</b> <input checked="" type="checkbox"/> <b>Information</b> <input type="checkbox"/> <b>Regular</b> <input type="checkbox"/> <b>Consent</b> <input checked="" type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Vice President	<b>Approved By:</b>  Kimberly Perry, Ed.D. Superintendent/President

**Recommendation**

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

**ACADEMIC\***

- Employment of Full-time, Non-Tenure Track, CAD/Drafting Instructor (Grant Funded) (Due to Ongoing Need)  
 - David Anderson  
 Status: Probationary  
 Salary: Placement on the Academic Salary Schedule as determined by education and experience.  
 Effective: October 6, 2011
- Employment of Temporary Instructors, Fall Semester 2011 - Cassie Bryson, Leonardo Giorgetti, Kerstin Grothe, Jennifer Peacock  
 Part-Time Instructors recommended for employment effective Fall Semester 2011, per EC 87482.5.
- Reassignment of Coordinator, Student Learning Outcomes (50%) 2011/2012, to Coordinator, Student Learning Outcomes (25% Fall 2011) and Co-Coordinator, Student Learning Outcomes (12.5% Spring 2012)  
 - Kenneth Bearden  
 Effective: August 1, 2011

**CLASSIFIED**

- Reclassification of Food Services Assistant I, to Food Services Assistant II - Patricia O'Rourke  
 Salary: From: Range 2 To: Range 4  
 Effective: October 1, 2011

**Information Item:** *The following resignation was previously accepted by the Superintendent/President on behalf of the Board per CSEA contract Article 6.21:*

- Resignation of Admissions and Records Technician, Senior - Cindy Phelps  
 Effective: September 28, 2011

**TEMPORARY EMPLOYEES\***

- Substitutes:**  
Food Service Assistant I, Dining Services - Renelle Sepulveda  
 Salary: \$10.75 per hour (09/06/11- 09/20/11)  
Account Clerk II, Business Services - Laurie Masingale  
 Salary: \$16.00 per hour (09/01/11-12/31/11)  
Account Clerk Senior, Business Services - Becky Parker  
 Salary: \$23.63 per hour (09/01/11-12/31/11)
- Seasonal/On-Call**  
Clerk II, Foundation - Julie Scarpelli  
 Salary: \$11.38 per hour (08/29/11- 11/29/11)
- Professional Experts:**  
Professional Expert, EMT/Paramedics - Megan Mapes, Shannon Molarius, Brian Rafe, Kira Simon  
 Salary: \$14.46 per hour (07/01/11-06/30/12)

Sign Language Interpreter, DSPS - Ramona Merritt-Baird

Salary: \$42.00 per hour (08/05/11- 12/16/11)

Bagpiper, Law Enforcement Academy - Elizabeth Quivey

Salary: \$150.00 per hour (09/11/11-06/30/12)

Firefighter I Academy, Manipulative Skills/Evaluators - Matthew Dixon, Tyler Mallinger (09/07/11-06/30/12)

Salary: Manipulative Skills: \$10.25 per hour

Manipulative Skills Evaluator: \$16.61 per hour

Piano Accompanist, Music - Elena Seely

Salary: \$14.46 per hour (08/22/11-05/25/12)

Professional Expert, Contract Education - Robbie Foster

Salary: \$100.00 per hour (09/01/11-06/30/12)

Professional Expert, Foundation - Joshua Siegel

Salary: \$15.97 per hour (09/23/11-12/07/11)

Professional Expert, Economic Workforce Development - Paul Watters

Salary: \$66.00 per hour (07/01/11-06/30/12)

9. Internships:

Unpaid Intern:

Intern, PE/ Athletics - Deborah Carey

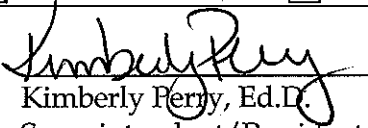
(10/06/11-12/31/11)

\*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**

October 5, 2011

<b>Subject:</b> Board Criteria for 2012-13 Budget Development	<b>Item No:</b> 11-6715 <b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Category:</b> Finance	<b>Action</b> <input type="checkbox"/> <b>Information</b> <input checked="" type="checkbox"/> <b>Regular</b> <input checked="" type="checkbox"/> <b>Consent</b> <input type="checkbox"/>
<b>Submitted By:</b> Andrew Suleski Vice President	<b>Approved By:</b>  Kimberly Perry, Ed.D. Superintendent/President

**Background**

Each year the Board of Trustees adopts criteria to be used in the development of the District's annual budget. The budget document will provide an assessment as to which criteria were or were not accommodated.

**Status**

The initial step in the 2012-13 budget development process is to determine the Board's budget criteria. The 2012-13 budget criteria were drafted from the 2011-12 budget criteria. The document has been reviewed by the President's Leadership Team and the Planning & Budget Committee. The draft 2012-13 Budget Criteria is submitted to the Board for review and discussion.

The criteria with any recommended changes from the Trustees will return to the Board for approval at the November 9, 2011 meeting.

# BUTTE-GLENN COMMUNITY COLLEGE DISTRICT

## BUDGET CRITERIA

~~2011-12~~2012-13

The purposes of the District budget are to provide a) students a high quality, learning-centered education; b) the resources and support needed to deliver effective instruction and services; c) the resources and support to facilitate the teaching-learning process; and d) the means to manage the district in an efficient and cost-effective way.

The criteria listed below are separated into categories that a) reflect philosophy; b) reflect legal, financial or statutory requirements; and c) act as procedural guides. Individual items are not listed in priority order either by category or within each category.

### Philosophy

We seek to develop a budget that:

- makes reasonable and sound projections for all the District's sources of revenue;
- allocates resources to achieve goals established in the District's strategic planning initiatives as approved by the Board;
- provides adequate resources for continued improvement of student outcomes and success;
- provides adequate resources and support for high quality, innovative instructional programs and services to students;
- ~~increases~~ balance student access and ~~provides sufficient resources and to support to meet enrollment goals;~~
- improves classroom productivity, i.e., weekly student contact hours per full-time faculty equivalent, to make progress toward meeting the contractual goal of WSCH per FTEF;
- includes funding necessary to implement and/or continue to implement high priority District goals and Board policies;
- increases and/or maintains sufficient levels of institutional effectiveness while becoming more efficient and cost effective;
- secures additional funding to supplement state apportionment and maximizes all revenue sources (such as, Basic Skills, Scheduled Maintenance, block grants, etc.);
- maximizes the employment of full-time faculty in instruction;
- makes every reasonable attempt to avoid layoffs and/or hold them to a minimum should layoffs ever be necessary to ensure the long-run viability of the institution;
- works to maintain technological currency and efficiency by updating and replacing equipment;
- continues to fund the District's sustainability efforts such as recycling, solar power generation, and mechanical system improvement in order to reduce the District's cost of utilities if the return on investment is reasonable;
- provides adequate resources to maintain buildings and grounds; and
- continues to increase the reserves for unfunded liabilities each year until such unfunded liabilities are eliminated-;
- provides resources to implement recommendations from the accrediting commission and make progress toward implementing accreditation planning agendas identified by the institution-; and
- salaries and benefits do not exceed 84% of total unrestricted budgeted expenditures.

### Legal, Financial and Statutory Requirements

We will develop a budget that:

- achieves and maintains at least a five percent (5%) contingency reserve in the General Fund;
- meets the fifty percent (50%) law, i.e., at least 50% of the current expense of education is allocated to instructional salary and benefits;
- provides for staffing levels required by the Board of Governors in relation to Title 5, Chapter 4, Subchapter 3, Articles 1, 2, and 3. This statute is designed to ensure that districts are making good faith attempts to achieve the long-term goal of a seventy-five percent (75%) full-time faculty to twenty-five percent (25%) part-time faculty ratio;
- includes reasonable provisions to cover all known or projected liabilities to the District (e.g., accumulated vacation, sick leave, retiree benefits, etc.); and
- meets all statutory and legally mandated income/expenditure requirements.

## Procedural Guides

We will develop a budget that:

- is balanced;
- is based upon planning that reflects both current and long-term District needs;
- makes steady progress toward correcting actual or anticipated structural budget issues (e.g. declining revenue, rising costs, lack of ongoing dollars to cover ongoing expenses, etc.) through budget and enrollment strategy and collective bargaining;
- has had campus community involvement and consideration during preparation;
- includes all contractually negotiated costs and expenses;
- includes all known and projected increases in fixed costs;
- ~~salaries and benefits do not exceed 84% of total unrestricted budgeted expenditures;~~
- identifies significant but unfunded items not included in the budget; and
- highlights unusual items and/or provides information on substantive changes from previous budgets.