



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

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Notice of Regular Meeting  
November 9, 2011  
1:00 PM  
District Board Room  
Student and Administrative Services Building

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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. Student Trustee Oath of Office

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3. Spotlight Presentation

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Office of Student Learning and Economic Development - Performing Arts Department

4. Public Comments on Consent Agenda Items

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

5. Approval of Consent Agenda

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|   |        |         |
|---|--------|---------|
| Approval of Minutes of Special Session - October 5, 2011                                  | Action |         |
| Approval of Minutes of Regular Meeting - October 5, 2011                                  | Action |         |
| Approval of Minutes of Special Session - October 24, 2011                                 | Action |         |
| Approval of Warrants  | Action | 11-6717 |
| Approval of Quarterly Financial Status Report for the Quarter Ended September 30, 2011    | Action | 11-6718 |
| Ratification of Contracts   | Action | 11-6719 |
| Approval to Award Piggyback Contract for Passenger Bus                                    | Action | 11-6720 |
| Adoption of the 2012-13 Budget Criteria   | Action | 11-6721 |
| Approval of New Associate in Arts for Transfer Degree in Communication Studies            | Action | 11-6722 |
| Approval of Personnel Consent Agenda  | Action | 11-6723 |
| <u>Classified Employees</u>   |        |         |
| Employment and Change of status   |        |         |
| <u>Temporary Employees</u>  |        |         |
| Employment and status of substitutes, seasonal/on-call, professional experts, and interns |        |         |

6. **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

7. **Administration**

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|   |             |         |
|---|-------------|---------|
| Foundation Annual Report  | Information | 11-6724 |
| Adoption of Resolution No. 681, Elimination of Classified Employee Services | Action      | 11-6725 |

8. **Future Dates and Reports**

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|                  |                        |             |           |
|------------------|------------------------|-------------|-----------|
| December 7, 2011 | Organizational Meeting | Main Campus | 1:00 p.m. |
|------------------|------------------------|-------------|-----------|

9. **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

Pursuant to Government Code Section 54957.6:

- b. CONFERENCE WITH LABOR NEGOTIATOR  
Name of Agency Negotiator: Andrew Suleski  
Name of organization representing employees: BCEA

10. **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.



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

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Minutes of Special Meeting  
October 5, 2011

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The Board of Trustees of the Butte-Glenn Community College District met in special session on Wednesday, October 5, 2011, at the Butte College Center in Orland, 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. Andy Suleski, Vice President
- Mr. Trevor Stewart, Director of Business Services

**Guests**

- Mr. David Casnocha, Bond Counsel
- Mr. Ryan Vollmer, Bond Underwriter

1. **Agenda Approval**

It was moved by Trustee Vodden, seconded by Trustee Perez, to approve the agenda with the addition of a President's Report. Motion carried unanimously.

2. **Public Comments**

There were no public comments.

3. **President's Report**

Dr. Perry reported that the College is required to refund the Federal Government for Cosmetology financial aid disbursements in the amount of \$272,854. She also reported that the EPA has fined the College \$9,000 for moving a portable building without notification.

4. **General Obligation Bond Refunding Opportunity**

Discussion with Bond Counsel and Bond Underwriter regarding the viability and process of refunding Measure A, Series A, bonds.

David Casnocha, Bond Counsel, recapped the history of community college General Obligation bond funding, and specifically the Butte College Measure A bond. In terms of funding, Butte College made the decision to go with a rate stabilization model and, because we've not been exposed to rate fluctuation, we now have a reserve.

Refunding bonds cannot be issued unless the debt service is lower and the maturity of the bonds stay the same or mature sooner.

Ryan Vollmer, Bond Underwriter discussed the bond issuance schedule, and pointed out that our reserve balance is currently approximately \$8 million, and that property tax income is expected to decline. Based on projected assumptions, the tax rate is expected to increase over the \$20.88 we promised the voters, not considering the reserve fund. Because we have the reserve we will be able to keep taxpayer payments below the statutory \$25 per \$100,000 assessed valuation.

By refunding all the callable bonds, taxpayer savings would be approximately \$3 million, at a cost to the district of \$100,000. As another option, the reserve could be used as a source to pay down some of the refunding bonds, allowing us to then refund a smaller amount.

Staff recommends that the bonds be refunded and we use the reserve to keep the taxpayers at the \$20.88 level. A resolution will be brought to the November 9, 2011, meeting, or sooner with a special board meeting.

5. Adjournment

Board President Boeger adjourned the meeting at 11:10 AM.



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Minutes of Regular Meeting  
October 5, 2011

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The Board of Trustees of the Butte-Glenn Community College District met in regular session on Wednesday, October 5, 2011, at the Butte College Glenn County Center in Orland, 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  
Dr. Samia Yaqub, Interim Vice President  
Mr. Andy Suleski, Vice President  
Mr. Allen Renville, Vice President  
Mr. Les Jauron, Vice President  
Dr. Kenneth Bearden, Academic Senate President  
Mr. Peter Dahl, Classified Senate President  
Mr. Mike Dunbaugh, Dean of Instruction  
Ms. Kam Bull, Dean of Instruction  
Mr. Rudy Flores, Dean of Instruction  
Ms. Kim Jones, Interim Director, Facilities Planning and Management  
Ms. Denise Adams, Director of Health Occupations  
Mr. John Gliha, Foundation Executive Director  
Mr. Trevor Stewart, Director of Business Services  
Mr. Craig Rigsbee, Athletic Director  
Ms. Lisa DeLaby, Director of Public Relations and Marketing  
Ms. Karen Micalizio, Dean of Financial Aid and Special Programs  
Officer Doug Sloan

**Pledge of Allegiance to the Flag**

Trustee Lando 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. **Public Comments on Consent Agenda Items**

There were no public comments.

3. **Approval of Consent Agenda, Items 11-6710 to 11-6714**

It was moved by Trustee McGinnis, seconded by Trustee McLaughlin, to approve the consent agenda as presented. Motion carried unanimously.

Mr. Boeger asked if change orders were completed with Chico Electric. Ms. Jones responded that all were covered within the budget and that the project was completed on time and under budget.

#### 4. Information-Reports

##### Academic Senate President's Report - Dr. Kenneth Bearden

Dr. Bearden reported that the Academic Senate is working on prerequisites, a more strategic approach to scheduling classes, and pedagogical caps. He also reported that the entire Senate Executive Committee, the Curriculum Chair, and the Chair of the Student Success Committee will be attending the State Senate Plenary Session in November.

##### Classified Senate President's Report - Peter Dahl

Mr. Dahl reported that the Classified Senate recently held a book sale that raised \$530, which funds one of the \$500 scholarships that the Classified Senate awards each year; the Senate has a goal of funding four scholarships this year.

##### Student Trustee Comments

The Student Trustee seat is currently vacant.

##### Superintendent/President's Report - Dr. Kimberly Perry

Dr. Perry reported the following:

- The President's Golf Tournament was extremely successful.
- Spirit Day will be held October 13.
- Koffee Klatch with Kim will be held once a month for coffee and conversation.
- Fox News was on campus last week to do a piece on our sustainability efforts.
- The College will receive two awards from CEPCO, Sustainability, and Educator of the Year, Denise Adams, for the Nursing Program.
- Information regarding the status of State Bills of Interest was provided.

##### Public Comments on Items Not on the Agenda

There were no public comments.

##### Board Comments

Trustee Perez announced that 81 players participated in the Golf Tournament, and that the Foundation Spring Gala will be held on March 17, 2012. He also expressed his appreciation for today's Glenn County reception.

Trustee McGinnis reported on his meeting with the Commission on the Future, where one of the topics of discussion was the SB 1143 task force. The task force report can be viewed on the Community College Chancellor's Office website, [www.cccco.edu](http://www.cccco.edu).

Trustee Boeger reported that the Board held a special session this morning to discuss bond refunding. No action was taken.

Trustee Vodden reported that he plans to attend the Community College League annual conference in November with Trustees McGinnis and Lando.

#### 5. Finance/Facilities

##### Board Criteria for 2012-13 Budget Development, 11-6715

The 2012-13 Budget Criteria was presented for information. The criteria, along with any suggested changes, will return for approval at the November 9, 2011, meeting.

#### 6. Future Dates

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

#### 7. Adjournment

Board President Boeger adjourned the meeting at 1:32 PM.



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

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**Minutes of Special Meeting  
October 24, 2011**

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The Board of Trustees of the Butte-Glenn Community College District met in special session on Wednesday, October 24, 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. Andy Suleski, Vice President
- Mr. Allen Renville, Vice President
- Chief Casey Carlson, Butte College Police

**Pledge of Allegiance to the Flag**

Trustee Perez led the Pledge of Allegiance to the Flag.

**1. Agenda Approval**

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

**2. Public Comments**

There were no public comments.

**3. Finance**

**Adoption of Resolution No. 680 - Authorizing the Issuance of Butte-Glenn Community College District 2011 General Obligation Refunding Bonds, 11-6716**

It was moved by Trustee Cecchi, seconded by Trustee Perez, to adopt Resolution No. 680 as presented. Motion carried by the following roll call vote:

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

**4. Announcements**

Dr. Perry announced that the Culture and Community Center is hosting a celebration of life for Jazzi Easter, a Butte College student who died in an accident on Durham Pentz Road. Individuals can come by the Center October 24-27, 9 AM to 4 PM to leave a remembrance or offer condolences.

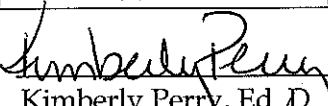
Dr. Perry added that she and Mr. Suleski have contacted the County to discuss the dangerous conditions along Durham Pentz Road; and that the College will be crafting a safety message to go out to students.

**5. Adjournment**

Board President Boeger adjourned the meeting at 1:20 PM.

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

November 9, 2011

|   |   |
|---|---|
| <b>Subject:</b> Approval of Warrants                  | <b>Item No:</b> 11-6717<br><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"/><br><b>Regular</b> <input type="checkbox"/> <b>Consent</b> <input checked="" type="checkbox"/> |
| <b>Submitted By:</b> Andrew Suleski<br>Vice President | <b>Approved By:</b> <br>Kimberly Perry, Ed. D.<br>Superintendent/President                               |

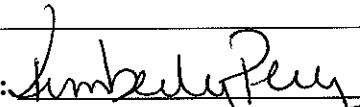
It is recommended that the Board of Trustees approve the vendor, payroll, and financial aid warrants for the period of September 14, 2011 to October 20, 2011.

| Type of Warrant | Check/Voucher Sequence | Total            |
|-----------------|------------------------|------------------|
| Vendor          | 546427 - 548168        | \$ 5,331,822.41  |
| Payroll         | 470446 - 471309        | \$ 2,895,379.04  |
| Financial Aid   | 106403 - 115041        | \$ 10,283,656.81 |

Warrant registers are available for review in the Business Office.

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

November 9, 2011

|  |   |
|--|---|
| <b>Subject:</b> Quarterly Financial Status Report for the Quarter Ended September 30, 2011 | <b>Item No:</b> 11-6718<br><b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>  |
| <b>Category:</b> Finance/Facilities  | Action <input checked="" type="checkbox"/> Information <input type="checkbox"/><br>Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> |
| <b>Submitted By:</b> Andrew Suleski<br>Vice President                                      | <b>Approved By:</b> <br>Kimberly Perry, Ed.D.<br>Superintendent/President    |

**Background**

Education Code Section 84040 specifies that financial information be periodically reported to the California Community Colleges Board of Governors. To comply with this requirement, the District prepares a Quarterly Financial Status Report (Form CCFS-311Q) each fiscal quarter for submission to the Chancellor's Office.

The Chancellor's Office report requires the reporting of unrestricted revenues, expenditures, and fund balance. The supporting documentation reflects the revised unrestricted and restricted budgets and the combined total activity to date.

**Status**

The Quarterly Financial Status Report for the quarter ended September 30, 2011, indicates that the District is financially stable and details the following:

- 29% of the total estimated revenue has been charged or received (20% unrestricted).
- 21% of the total expected expenditures have been expended (22% unrestricted).
- The Reserve for Contingency is 5% of total expenditures.
- Changes in revenue and expenditures have occurred due to revisions to categorical funding and adjustments made by programs.
- 

**Recommendation**

It is recommended that the Board of Trustees approve the Quarterly Financial Status Report (CCFS-311Q) for the quarter ended September 30, 2011.

Butte-Glenn Community College District  
 Revenue/Expenditures  
 As of September 30, 2011

|  | Adopted Budget<br>Combined<br>11-12 | Unrestricted<br>Fund 11<br>1st Quarter<br>Revised | Restricted<br>Fund 12<br>1st Quarter<br>Revised | Fund 11 12<br>Combined<br>1st Quarter<br>Revised | Actuals<br>To Date<br>Combined |            |
|--|-------------------------------------|---|---|--|--------------------------------|------------|
| <b>REVENUE</b>   |                                     |   |   |  |                                |            |
| <b>Beginning Balance</b>   | <b>\$16,165,443</b>                 |   |   | <b>\$16,141,245</b>                              |                                |            |
| 8110 Forest Reserve  | 25,254                              | 25,254  | -   | 25,254   | -                              |            |
| 8120 Higher Education Act - TRIO                                   | 273,606                             | -   | 269,682   | 269,682  | 30,662                         |            |
| 8121 College Work Study - Admin                                    | 16,418                              | 16,418  | -   | 16,418   | -                              |            |
| 8122 College Work Study - Wages                                    | 304,070                             | -   | 304,070   | 304,070  | -                              |            |
| 8123 College Work Study - Job Devel.                               | 34,702                              | 34,702  | -   | 34,702   | -                              |            |
| 8124 College Work Study - Comm. Service                            | 24,292                              | -   | 24,292  | 24,292   | -                              |            |
| 8130 Workforce Investment  | 271,975                             | -   | 271,975   | 271,975  | -                              |            |
| 8131 Adult Education   | 13,034                              | -   | 13,034  | 13,034   | -                              |            |
| 8132 Private Industry Council                                      | 21,262                              | -   | 21,262  | 21,262   | -                              |            |
| 8136 Foster Care   | 116,315                             | -   | 18,156  | 18,156   | -                              |            |
| 8140 Transitional Assistance to Needy Families (TANF)              | 70,330                              | -   | 66,813  | 66,813   | -                              |            |
| 8151 Supplemental Educational Opportunity Grants (SEOG) - Admin.   | 13,117                              | 13,117  | -   | 13,117   | -                              |            |
| 8152 Pell Grant - Admin.   | 17,500                              | 17,500  | -   | 17,500   | -                              |            |
| 8160 Veterans' Attendance Allowance                                | 1,531                               | -   | 3,031   | 3,031  | -                              |            |
| 8170 Perkins   | 1,276,741                           | -   | 1,291,741                                       | 1,291,741  | -                              |            |
| 8194 Small Business Development                                    | 385,617                             | -   | 386,106   | 386,106  | -                              |            |
| 8195 Title III   | 319,670                             | -   | 580,246   | 580,246  | 76,613                         |            |
| 8199 Other Federal Revenue   | 701,451                             | -   | 929,408   | 929,408  | 62,504                         |            |
| <b>8100 TOTAL FEDERAL REVENUE</b>                                  | <b>3,886,885</b>                    | <b>106,991</b>                                    | <b>4,179,816</b>                                | <b>4,286,807</b>                                 | <b>169,779</b>                 | <b>4%</b>  |
| 8612 State General Apportionment                                   | 39,189,542                          | 39,189,542  | -   | 39,189,542                                       | 8,467,544                      |            |
| 8615 Enrollment Fee Admin.   | 53,382                              | 53,382  | -   | 53,382   | 22,982                         |            |
| 8616 Basic Skills  | 471,824                             | -   | 471,824   | 471,824  | 45,507                         |            |
| 8619 Prior Year Corrections  | 3,588                               | 3,588   | -   | 3,588  | -                              |            |
| 8621 CalWorks  | 385,290                             | -   | 438,928   | 438,928  | 122,900                        |            |
| 8622 Extended Opportunity Programs and Services (EOPS)             | 876,253                             | -   | 876,253   | 876,253  | 233,083                        |            |
| 8623 Cooperative Agency Resources and Education (CARE)             | 229,058                             | -   | 229,058   | 229,058  | 60,930                         |            |
| 8624 Disabled Student Services and Programs (DSPS)                 | 452,020                             | -   | 452,020   | 452,020  | 116,505                        |            |
| 8625 Matriculation   | 356,294                             | -   | 356,294   | 356,294  | 94,774                         |            |
| 8626 Telecommunications  | 3,379,000                           | -   | 7,850,667                                       | 7,850,667  | 7,850,667                      |            |
| 8627 Student Financial Aid Admin.                                  | 455,638                             | -   | 478,333   | 478,333  | 125,436                        |            |
| 8631 Transitional Assistance to Needy Families (TANF)              | 70,330                              | -   | 66,814  | 66,814   | -                              |            |
| 8633 Funds for Student Success - MESA (Math, Engineering, Science) | 50,500                              | -   | 55,141  | 55,141   | -                              |            |
| 8635 Faculty and Staff Diversity                                   | 6,340                               | -   | 6,340   | 6,340  | 1,775                          |            |
| 8636 Foster Care Grant   | 116,315                             | -   | 250,786   | 250,786  | -                              |            |
| 8638 Technology Center   | 2,830,353                           | -   | 2,830,353                                       | 2,830,353  | 2,547,318                      |            |
| 8639 Transfer and Articulation                                     | -                                   | -   | 4,416   | 4,416  | -                              |            |
| 8641 Part-time Faculty   | 226,894                             | 226,894   | -   | 226,894  | 64,849                         |            |
| 8657 Economic Development  | 1,566,774                           | -   | 2,365,991                                       | 2,365,991  | 428,565                        |            |
| 8659 Other Categorical Programs                                    | 4,318                               | -   | 7,494   | 7,494  | -                              |            |
| 8671 Homeowners' Exemptions Taxes                                  | 147,939                             | 147,939   | -   | 147,939  | -                              |            |
| 8672 Timber Yield Tax  | 51,200                              | 51,200  | -   | 51,200   | -                              |            |
| 8681 State Lottery Proceeds  | 1,487,799                           | 1,325,799   | 162,000   | 1,487,799  | -                              |            |
| 8699 Other State Revenue   | 36,295                              | -   | 431,267   | 431,267  | 98,053                         |            |
| <b>8600 TOTAL STATE REVENUE</b>                                    | <b>52,446,946</b>                   | <b>40,998,344</b>                                 | <b>17,333,979</b>                               | <b>58,332,323</b>                                | <b>20,280,888</b>              | <b>35%</b> |
| 8811 Secured Taxes   | 12,654,723                          | 12,654,723  | -   | 12,654,723                                       | -                              |            |
| 8812 Supplemental Roll Taxes                                       | 312,562                             | 312,562   | -   | 312,562  | -                              |            |
| 8813 Unsecured Taxes   | 564,103                             | 564,103   | -   | 564,103  | -                              |            |
| 8816 Prior Year Taxes  | 12,700                              | 12,700  | -   | 12,700   | -                              |            |
| 8817 Educational Revenue Augmentation Fund (ERAF)                  | (3,232,600)                         | (3,232,600)                                       | -   | (3,232,600)                                      | -                              |            |
| 8818 Redevelopment - Local   | 31,788                              | 31,788  | -   | 31,788   | 32,416                         |            |
| 8829 Gifts and Contributions                                       | 3,815                               | -   | 3,815   | 3,815  | 822                            |            |
| 8839 Contract Education  | 1,681,529                           | -   | 1,711,729                                       | 1,711,729  | 24,878                         |            |
| 8841 Sale of Catalogs  | 5,139                               | 5,139   | -   | 5,139  | -                              |            |
| 8842 Auto Shop Customer Repairs/Sales                              | 40,000                              | -   | 40,000  | 40,000   | 3,251                          |            |
| 8842 Sale of Equipment and Supplies                                | 5,500                               | 5,500   | -   | 5,500  | -                              |            |
| 8842 Sale of Nurse's Supplies                                      | 10,000                              | -   | 10,000  | 10,000   | 3,071                          |            |
| 8851 Grazing Lease   | 1,000                               | 1,000   | -   | 1,000  | -                              |            |
| 8852 Facility Rentals  | 23,048                              | 10,000  | 13,048  | 23,048   | 4,000                          |            |

Butte-Glenn Community College District  
 Revenue/Expenditures  
 As of September 30, 2011

|  | Adopted Budget<br>Combined<br>11-12 | Unrestricted<br>Fund 11<br>1st Quarter<br>Revised | Restricted<br>Fund 12<br>1st Quarter<br>Revised | Fund 11 12<br>Combined<br>1st Quarter<br>Revised | Actuals<br>To Date<br>Combined |            |
|--|-------------------------------------|---|---|--|--------------------------------|------------|
| 8859 Other Rentals and Leases                  | 1,500                               | 1,500   | -   | 1,500  | 571                            |            |
| 8861 Interest                                  | 550,000                             | 550,000   | -   | 550,000  | 122                            |            |
| 8872 Community Service Classes                 | 71,229                              | -   | 71,229  | 71,229   | 1,350                          |            |
| 8874 Enrollment Fees                           | 3,000,000                           | 3,000,000   | -   | 3,000,000  | 1,556,817                      |            |
| 8876 Health Service Fees                       | 538,282                             | -   | 538,282   | 538,282  | 264,151                        |            |
| 8877 Material Fees                             | 185,600                             | 239,890   | -   | 239,890  | 121,260                        |            |
| 8879 Student Records/ID Card                   | 184,292                             | 42,859  | 141,433   | 184,292  | 152,052                        |            |
| 8880 Non-Resident Student Fees                 | 1,222,500                           | 1,222,500   | -   | 1,222,500  | 634,685                        |            |
| 8881 Transportation Fees                       | 1,698,984                           | -   | 1,915,688                                       | 1,915,688  | 932,885                        |            |
| 8882 Audit Fees                                | 3,800                               | 3,800   | -   | 3,800  | 922                            |            |
| 8884 Student Rep Fee                           | 61,283                              | -   | 61,283  | 61,283   | 12,615                         |            |
| 8885 Other Student Fees & Charges              | 68,000                              | 68,000  | -   | 68,000   | 2,333                          |            |
| 8886 Technology Access Fee                     | 285,000                             | 285,000   | -   | 285,000  | 162,170                        |            |
| 8888 Library Charges                           | 19,323                              | -   | 19,323  | 19,323   | 2,131                          |            |
| 8893 Prior Year Outlawed Warrants              | 3,000                               | 3,000   | -   | 3,000  | 5,274                          |            |
| 8894 Workers Comp. Reimbursements              | 28,000                              | 28,000  | -   | 28,000   | -                              |            |
| 8896 Safety Credits                            | 44,400                              | -   | 44,400  | 44,400   | -                              |            |
| 8897 Parking Meters & Fines                    | 20,000                              | 20,000  | -   | 20,000   | 197                            |            |
| 8899 Other Local Revenue                       | 201,870                             | -   | 938,250   | 938,250  | 23,947                         |            |
| <b>8800 TOTAL LOCAL REVENUE</b>                | <b>20,300,370</b>                   | <b>15,829,464</b>                                 | <b>5,508,480</b>                                | <b>21,337,944</b>                                | <b>3,941,920</b>               | <b>18%</b> |
| 8980 Incoming Transfers                        | 570,000                             | 570,000   | -   | 570,000  | -                              |            |
| <b>8000 TOTAL REVENUE</b>                      | <b>77,204,201</b>                   | <b>57,504,799</b>                                 | <b>27,022,275</b>                               | <b>84,527,074</b>                                | <b>24,392,587</b>              | <b>29%</b> |
| <b>TOTAL REVENUE AND<br/>BEGINNING BALANCE</b> | <b>\$93,369,644</b>                 |   |   | <b>\$100,668,319</b>                             |                                |            |

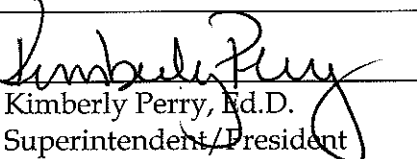
Butte-Glenn Community College District  
Revenue/Expenditures  
As of September 30, 2011

|  | Adopted Budget<br>Combined<br>11-12 | Unrestricted<br>Fund 11<br>1st Quarter<br>Revised | Restricted<br>Fund 12<br>1st Quarter<br>Revised | Fund 11 12<br>Combined<br>1st Quarter<br>Revised | Actuals<br>To Date<br>Combined |            |
|--|-------------------------------------|---|---|--|--------------------------------|------------|
| <b>EXPENSES</b>                              |                                     |   |   |  |                                |            |
| 1100 Instruction, Regular                    | 11,488,681                          | 11,056,957  | 777,006   | 11,833,963                                       | 2,359,358                      |            |
| 1200 Non-instruction, Regular                | 6,120,815                           | 5,141,451   | 1,097,321                                       | 6,238,772  | 1,535,882                      |            |
| 1300 Instruction, Non-regular                | 6,603,239                           | 6,474,997   | 164,161   | 6,639,158  | 1,608,268                      |            |
| 1400 Non-instruction, Non-regular            | 1,221,437                           | 779,619   | 521,014   | 1,300,633  | 288,695                        |            |
| <b>1000 TOTAL ACADEMIC SALARIES</b>          | <b>25,434,172</b>                   | <b>23,453,024</b>                                 | <b>2,559,502</b>                                | <b>26,012,526</b>                                | <b>5,792,203</b>               | <b>22%</b> |
| 2100 Non-instruction, Regular                | 13,447,141                          | 10,627,177  | 3,764,424                                       | 14,391,601                                       | 3,352,705                      |            |
| 2200 Instructional Aids, Regular             | 970,396                             | 904,926   | 92,462  | 997,388  | 215,610                        |            |
| 2300 Non-instruction, Non-regular            | 1,453,154                           | 502,679   | 1,196,127                                       | 1,698,806  | 364,263                        |            |
| 2400 Instructional Aids, Non-regular         | 325,287                             | 243,220   | 81,792  | 325,012  | 55,928                         |            |
| <b>2000 TOTAL CLASSIFIED SALARIES</b>        | <b>16,195,978</b>                   | <b>12,278,002</b>                                 | <b>5,134,805</b>                                | <b>17,412,807</b>                                | <b>3,988,506</b>               | <b>23%</b> |
| 3100 STRS (State Teachers Retirement)        | 2,066,056                           | 1,889,682   | 195,199   | 2,084,881  | 398,365                        |            |
| 3200 PERS (Public Employees Retirement)      | 1,561,838                           | 1,209,919   | 415,406   | 1,625,325  | 405,429                        |            |
| 3300 OASDI (Old Age, Survivors & Disability) | 1,542,446                           | 1,217,052   | 381,389   | 1,598,441  | 393,418                        |            |
| 3400 Health, Dental, & Life Insurance        | 9,643,703                           | 7,786,549   | 1,188,370                                       | 8,974,919  | 1,331,219                      |            |
| 3450 Retiree Benefits Normal Cost            | 484,321                             | 400,898   | 93,308  | 494,206  | 112,450                        |            |
| 3500 State Unemployment Insurance            | 712,526                             | 606,438   | 120,841   | 727,279  | 178,022                        |            |
| 3600 Workers' Compensation Insurance         | 682,362                             | 579,670   | 119,257   | 698,927  | 167,065                        |            |
| 3700 Alternate Retirement Plan               | -                                   | 26  | 1,041   | 1,067  | 1,509                          |            |
| 3900 Income Protection Insurance             | 223,995                             | 186,130   | 42,773  | 228,903  | 51,996                         |            |
| <b>3000 TOTAL EMPLOYEE BENEFITS</b>          | <b>16,917,247</b>                   | <b>13,876,364</b>                                 | <b>2,557,584</b>                                | <b>16,433,948</b>                                | <b>3,039,473</b>               | <b>18%</b> |
| 4200 Duplicating Supplies                    | 69,299                              | 53,638  | 51,900  | 105,538  | 22,051                         |            |
| 4300 Supplies, Instructional                 | 659,145                             | 365,049   | 389,867   | 754,916  | 109,141                        |            |
| 4500 Supplies, Non-instructional             | 1,246,135                           | 788,668   | 525,452   | 1,314,120  | 272,499                        |            |
| <b>4000 TOTAL SUPPLIES</b>                   | <b>1,974,579</b>                    | <b>1,207,355</b>                                  | <b>967,219</b>                                  | <b>2,174,574</b>                                 | <b>403,691</b>                 | <b>19%</b> |
| 5100 Personal Services & Consultants         | 3,717,725                           | 1,367,708   | 2,832,349                                       | 4,200,057  | 637,692                        |            |
| 5200 Travel, Conference & Mileage            | 702,966                             | 402,616   | 687,274   | 1,089,890  | 203,375                        |            |
| 5300 Dues & Memberships                      | 223,372                             | 85,166  | 146,325   | 231,491  | 58,548                         |            |
| 5400 Insurance                               | 862,700                             | 836,667   | 26,033  | 862,700  | 453,553                        |            |
| 5500 Utilities & Housekeeping Services       | 777,543                             | 752,726   | 31,367  | 784,093  | 39,951                         |            |
| 5600 Rents, Leases & Repairs                 | 2,031,831                           | 1,792,544   | 272,316   | 2,064,860  | 908,757                        |            |
| 5700 Legal, Election & Audit                 | 151,400                             | 151,200   | 400   | 151,600  | 23,735                         |            |
| 5800 Other Services & Expenses               | 6,875,319                           | 727,274   | 10,646,730                                      | 11,374,004                                       | 1,936,055                      |            |
| <b>5000 OTHER OPERATING EXPENSES</b>         | <b>15,342,856</b>                   | <b>6,115,901</b>                                  | <b>14,642,794</b>                               | <b>20,758,695</b>                                | <b>4,261,666</b>               | <b>21%</b> |
| <b>TOTAL 1000-5000</b>                       | <b>75,864,832</b>                   | <b>56,930,646</b>                                 | <b>25,861,904</b>                               | <b>82,792,550</b>                                | <b>17,485,539</b>              | <b>21%</b> |
| 6100 Site Improvements                       | 26,844                              | 26,844  | -   | 26,844   | 4,844                          |            |
| 6200 Buildings                               | 17,017                              | 15,067  | 3,000   | 18,067   | 716                            |            |
| 6300 Library Books                           | 46,427                              | 26,929  | 39,498  | 66,427   | 18,151                         |            |
| 6400 Equipment                               | 310,508                             | 157,880   | 260,540   | 418,420  | 49,991                         |            |
| 6500 Lease Purchase Agreements               | 86,871                              | 86,871  | -   | 86,871   | 58,896                         |            |
| 6600 Capitalized Equipment                   | 334,831                             | 20,608  | 538,427   | 559,035  | 7,500                          |            |
| <b>6000 TOTAL CAPITAL EXPENSES</b>           | <b>822,498</b>                      | <b>334,199</b>                                    | <b>841,465</b>                                  | <b>1,175,664</b>                                 | <b>140,098</b>                 | <b>12%</b> |
| <b>1000 - 6000 TOTAL EXPENDITURES</b>        | <b>76,687,330</b>                   | <b>57,264,845</b>                                 | <b>26,703,369</b>                               | <b>83,968,214</b>                                | <b>17,625,637</b>              | <b>21%</b> |
| 7100 Debt Retirement                         | 1,100,255                           | 1,100,255   | -   | 1,100,255  | 181,236                        |            |
| 7300 Interfund Transfers                     | 330,500                             | 330,500   | -   | 330,500  | -                              |            |
| 7500 Student Financial Aid                   | 120,809                             | 30,809  | 90,000  | 120,809  | 51,526                         |            |
| 7600 Other Payments to Students              | 206,192                             | 19,275  | 228,906   | 248,181  | 19,977                         |            |
| <b>7000 TOTAL OTHER OUTGO</b>                | <b>1,757,756</b>                    | <b>1,480,839</b>                                  | <b>318,906</b>                                  | <b>1,799,745</b>                                 | <b>252,739</b>                 | <b>14%</b> |

| Butte-Glenn Community College District<br>Revenue/Expenditures<br>As of September 30, 2011 | Adopted Budget<br>Combined<br>11-12 | Unrestricted<br>Fund 11<br>1st Quarter<br>Revised | Restricted<br>Fund 12<br>1st Quarter<br>Revised | Fund 11 12<br>Combined<br>1st Quarter<br>Revised | Actuals<br>To Date<br>Combined |            |
|--|-------------------------------------|---|---|--|--------------------------------|------------|
| <b>TOTAL EXPENDITURES</b>  | <b>78,445,086</b>                   | <b>58,745,684</b>                                 | <b>27,022,275</b>                               | <b>85,767,959</b>                                | <b>17,878,376</b>              | <b>21%</b> |
| <b>Reserves:</b>   |                                     |   |   |  |                                |            |
| 9710 Reserve for Contingencies   | 3,922,254                           |   |   | 4,288,398  |                                |            |
| 9721 Reserve for Retiree Benefit Liability Transfer  | 1,500,000                           |   |   | 1,500,000  |                                |            |
| 9728 Reserve for Budget Planning   | 9,502,304                           |   |   | 9,111,962  |                                |            |
| <b>Total Reserves</b>  | <b>14,924,558</b>                   |   |   | <b>14,900,360</b>                                |                                |            |
| <b>TOTAL EXPENDITURES AND<br/>ENDING BALANCE</b>   | <b>\$93,369,644</b>                 |   |   | <b>\$100,668,319</b>                             |                                |            |

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

November 9, 2011

|   |   |
|---|---|
| <b>Subject:</b> Ratification of Contracts             | <b>Item No:</b> 11-6719<br><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"/><br><b>Regular</b> <input type="checkbox"/> <b>Consent</b> <input checked="" type="checkbox"/> |
| <b>Submitted By:</b> Andrew Suleski<br>Vice President | <b>Approved By:</b> <br>Kimberly Perry, Ed.D.<br>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 September 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  
September 1-30, 2011**

| Contract Effective Date | Contract Expiration Date | Contractor  | Contract Purpose  | Contract Value Revenue/(Cost)      | Originated by: District Department | Approved by: District Administrator |
|-------------------------|--------------------------|---|---|------------------------------------|------------------------------------|-------------------------------------|
| 7/1/11                  | 6/30/12                  | BOG, California Community Colleges Chancellor's Office  | Grant Agreement CTE Perkins IB Statewide Collaborative Health Occupations     | \$270,000.00                       | HWI                                | Yaqub                               |
| 8/15/11                 | 8/14/12                  | U.S. Environmental Protection Agency  | Grant Agreement Rice Huls as Alternative Building                             | \$14,475.00                        | BIOLOGY                            | Yaqub                               |
| 9/17/11                 | 9/17/11                  | Oroville Union High School District   | Facility Use Agreement Football Game  | \$0.00                             | ATHLETICS                          | Yaqub                               |
| 9/30/11                 | 5/11/12                  | Bitwell Presbyterian Church   | Facility Use Agreement BCLDI Meeting Space                                    | (\$1,200.00)                       | PROF DEVELOP                       | Yaqub                               |
| 9/22/11                 | 9/22/11                  | San Diego Community College District  | Facility Use Agreement California Corporate College Training                  | \$0.00                             | ECON WORK DEV                      | Yaqub                               |
| 9/26/11                 | N/A                      | Rabo Chiropractic   | Career Work Experience Education Agreement                                    | \$0.00                             | JOB PLACEMENT                      | Renville                            |
| 9/8/11                  | N/A                      | Head Start Glenn County   | Federal Work Study Program Off Campus Project Agreement                       | \$0.00                             | JOB PLACEMENT                      | Renville                            |
| 9/30/11                 | 12/31/14                 | USDA Forest Service   | Amendment to Agreement to extend period                                       | \$0.00                             | RECRUIT & OUTREACH                 | Renville                            |
| 9/1/11                  | 12/31/11                 | Alliance for Workforce Development Inc.   | Training Services for Pathways out of Poverty Grant                           | \$125,000.00                       | HWI                                | Yaqub                               |
| 7/1/11                  | 6/30/12                  | BOG, California Community Colleges Chancellor's Office  | State Advisory Committee for Health Occupations                               | \$38,000.00                        | HWI                                | Yaqub                               |
| 7/1/11                  | 12/31/11                 | Full Capacity Marketing, Inc.   | Services supporting CCCCCO EWD Training & Development Institute Project       | (\$34,629.00)                      | ECON WORK DEV                      | Yaqub                               |
| 7/1/11                  | 6/30/12                  | Full Capacity Marketing, Inc.   | Services supporting CCCCCO EWD Training & Development Institute Project       | (\$95,673.00)                      | ECON WORK DEV                      | Yaqub                               |
| 9/9/11                  | 10/9/11                  | DPMG Corporation  | Services supporting California Corporate College                              | (\$2,656.00)                       | ECON WORK DEV                      | Yaqub                               |
| 8/22/11                 | 6/29/12                  | Virtual VRI   | Video Remote Sign Language Interpreting Services                              | (\$40,000.00)                      | DSPS                               | Renville                            |
| 9/27/11                 | 9/27/16                  | Elite Education International Yinfengruitu (Beijing) International Education Consultant Co., Ltd. | International Recruiting Services   | (\$700)/semester (first 2)/student | RECRUIT & OUTREACH                 | Renville                            |
| 9/27/11                 | 9/27/16                  | Jinan Ivy Education   | International Recruiting Services   | (\$700)/semester (first 2)/student | RECRUIT & OUTREACH                 | Renville                            |
| 9/12/11                 | 9/12/16                  | International Student Recruitment Services Pte Ltd.   | International Recruiting Services   | (\$700)/semester (first 2)/student | RECRUIT & OUTREACH                 | Renville                            |
| 9/12/11                 | 9/12/16                  | Acelader Education Consultant Co Ltd.   | International Recruiting Services   | (\$700)/semester (first 2)/student | RECRUIT & OUTREACH                 | Renville                            |
| 9/27/11                 | Complete                 | Datatel   | Colleague Student & Financial Aid Services Consulting Services                | (\$4,000.00)                       | IT                                 | Jauron                              |
| 9/27/11                 | 9/26/12                  | Regroup   | Emergency Notification Platform Services                                      | (\$8,950.00)                       | IT                                 | Jauron                              |
| 1/1/11                  | 6/30/13                  | Community Action Agency of Butte County Esplanade House   | Clinical Affiliation Agreement  | \$0.00                             | HEALTH OCCUPNS                     | Yaqub                               |
| 8/1/11                  | 6/8/12                   | Sequoia Equities-Craig Hall   | 2011-12 Dorm Dollar Authorized Vendor Agreement                               | Revenue based on Voucher use       | DINING SERVICES                    | Suleski                             |
| 9/6/11                  | 9/20/11                  | Farmworker Institute for Education and Leadership Development                                     | Solar PV Design and Installation Training with NABCEP Entry Level Examination | \$11,368.00                        | CONTRACT ED                        | Yaqub                               |
| 7/1/11                  | 8/31/12                  | Research and Planning Group for California Community Colleges                                     | Cost Effective Student Support Study  | \$0.00                             | RESEARCH                           | Jauron                              |

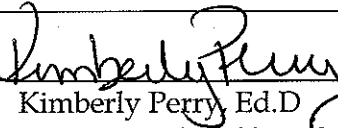
**Butte-Glenn Community College District  
Contracts Ratification Report  
Contracts, Grants and Change Orders Signed by the Superintendent/President or Designee  
September 1-30, 2011**

| Contract Effective Date | Contract Expiration Date | Contractor                            | Contract Purpose  | Contract Value Revenue / (Cost) | Originated by District Department | Approved by District Administrator |
|-------------------------|--------------------------|---------------------------------------|---|---------------------------------|-----------------------------------|------------------------------------|
| 7/1/11                  | 12/31/11                 | CW Electric                           | Administration Drive Loop LED Light Poles                       | (\$10,750.00)                   | FPM                               | Suleski                            |
| 7/1/11                  | 12/31/11                 | CW Electric                           | Administration to Business Ed Stairway LED Light Poles          | (\$11,610.00)                   | FPM                               | Suleski                            |
| 7/1/11                  | 8/31/11                  | MD Shelton General Engineering Inc.   | Gym Gas Value Repair  | (\$3,620.00)                    | FPM                               | Suleski                            |
| 7/1/11                  | 6/30/12                  | Barstow College                       | CCCCO Secondary Circuit Assessment                              | \$16,542.45                     | CCC TECH CENTER                   | Jauron                             |
| 7/1/11                  | 6/30/12                  | Cabrillo College                      | CCCCO Secondary Circuit Assessment                              | \$11,378.97                     | CCC TECH CENTER                   | Jauron                             |
| 7/1/11                  | 6/30/12                  | Cerritos CCD                          | CCCCO Secondary Circuit Assessment                              | \$10,234.08                     | CCC TECH CENTER                   | Jauron                             |
| 7/1/11                  | 6/30/12                  | Chaffey College                       | CCCCO Secondary Circuit Assessment                              | \$10,986.30                     | CCC TECH CENTER                   | Jauron                             |
| 7/1/11                  | 6/30/12                  | Citrus College                        | CCCCO Secondary Circuit Assessment                              | \$11,859.21                     | CCC TECH CENTER                   | Jauron                             |
| 7/1/11                  | 6/30/12                  | Diablo Valley College                 | CCCCO Secondary Circuit Assessment                              | \$9,347.04                      | CCC TECH CENTER                   | Jauron                             |
| 7/1/11                  | 6/30/12                  | Diablo Valley College                 | CCCCO Secondary Circuit Assessment                              | \$15,567.66                     | CCC TECH CENTER                   | Jauron                             |
| 7/1/11                  | 6/30/12                  | Foothill-DeAnza CCD                   | CCCCO Secondary Circuit Assessment                              | \$8,104.77                      | CCC TECH CENTER                   | Jauron                             |
| 7/1/11                  | 6/30/12                  | Glendale CCD                          | CCCCO Secondary Circuit Assessment                              | \$10,880.37                     | CCC TECH CENTER                   | Jauron                             |
| 7/1/11                  | 6/30/12                  | Long Beach CCD                        | CCCCO Secondary Circuit Assessment                              | \$10,753.74                     | CCC TECH CENTER                   | Jauron                             |
| 7/1/11                  | 6/30/12                  | Mira Costa College                    | CCCCO Secondary Circuit Assessment                              | \$37,387.44                     | CCC TECH CENTER                   | Jauron                             |
| 7/1/11                  | 6/30/12                  | North Orange County CCD               | CCCCO Secondary Circuit Assessment                              | \$7,687.08                      | CCC TECH CENTER                   | Jauron                             |
| 7/1/11                  | 6/30/12                  | Rancho Santiago CCD                   | CCCCO Secondary Circuit Assessment                              | \$0.00                          | CCC TECH CENTER                   | Jauron                             |
| 7/1/11                  | 6/30/12                  | Sacramento County Office of Education | CCCCO Secondary Circuit Assessment                              | \$56,325.78                     | CCC TECH CENTER                   | Jauron                             |
| 7/1/11                  | 6/30/12                  | San Diego CCD                         | CCCCO Secondary Circuit Assessment                              | \$10,540.53                     | CCC TECH CENTER                   | Jauron                             |
| 7/1/11                  | 6/30/12                  | Santa Clarita CCD                     | CCCCO Secondary Circuit Assessment                              | \$11,497.95                     | CCC TECH CENTER                   | Jauron                             |
| 7/1/11                  | 6/30/12                  | Solano CCD                            | CCCCO Secondary Circuit Assessment                              | \$14,505.30                     | CCC TECH CENTER                   | Jauron                             |
| 7/1/11                  | 6/30/12                  | Sonoma CCD                            | CCCCO Secondary Circuit Assessment                              | \$15,254.82                     | CCC TECH CENTER                   | Jauron                             |
| 7/1/11                  | 6/30/12                  | West Valley Mission CCD               | CCCCO Secondary Circuit Assessment                              | \$37,255.86                     | CCC TECH CENTER                   | Jauron                             |
| 7/1/11                  | 6/30/12                  | Yosemite CCD                          | CCCCO Secondary Circuit Assessment                              | \$18,135.00                     | CCC TECH CENTER                   | Jauron                             |
| 7/1/11                  | 6/30/12                  | Yuba CCD                              | CCCCO Secondary Circuit Assessment                              | (\$1,000.00)                    | CCC TECH CENTER                   | Jauron                             |
| 9/1/11                  | 6/30/12                  | Roberta Delgado                       | Technology Services supporting Transfer Counselor Website Grant |                                 | CCC TECH CENTER                   | Jauron                             |
| 9/1/11                  | 6/30/12                  | Dan Nannini                           | Technology Services supporting Transfer Counselor Website Grant | (\$1,000.00)                    | CCC TECH CENTER                   | Jauron                             |
| 8/2/11                  | 8/4/11                   | Jonae Pistoresi                       | Services supporting Training & Development Institute Project    | (\$5,500.00)                    | ECON WORK DEV                     | Yaqub                              |

14

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

November 9, 2011

|  |  |
|--|--|
| <b>Subject:</b> Approval to Award Piggyback Contract for 62-Seat Passenger Bus | <b>Item No:</b> 11-6720<br><b>Enclosure:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>   |
| <b>Category:</b> Finance/Contracts   | <b>Action Regular</b> <input checked="" type="checkbox"/> <input type="checkbox"/> <b>Information Consent</b> <input type="checkbox"/> <input checked="" type="checkbox"/> |
| <b>Submitted By:</b> Andrew Suleski<br>Vice President                          | <b>Approved By:</b> <br>Kimberly Perry, Ed.D<br>Superintendent/President                 |

**Background**

The District Transportation department has three CNG (compressed natural gas) buses purchased in 2000 with mileage exceeding 300,000 miles. The CNG fuel tanks are mandated to be replaced over the next few years. Replacement of tanks for each bus is estimated to cost between \$30,000 and \$40,000 per bus.

**Status**

Staff recommended through unit planning that it is in the District's best interest to use additional funds from student transportation fees to begin a planned rotation of the aging bus fleet. The District Facilities Department staff has specified a new Thomas replacement bus, Model CHSY, that meets safety and capacity requirements for District Transportation, from BUSWEST Inc., the authorized distributor of Thomas buses in our area.

Public Contract Code Section 20652 authorizes community college districts to "piggyback" on publicly bid contracts in lieu of issuing a request for bids when it is in the best interest of the District. A contract has been previously bid and awarded by Hemet Unified School District of Hemet California. The contract has been reviewed and meets District requirements.

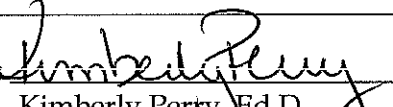
**Recommendation**

It is recommended that the Board determine it is in the best interest of the District to use the Hemet Unified School District contract to purchase a new Thomas bus to replace one of the three CNG buses.

It is further recommended that the Board approve the award of a contract to BUSWEST for a bus, in an amount not to exceed \$217,000.00, and authorize the District to execute and deliver 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**

November 9, 2011

|   |   |
|---|---|
| <b>Subject:</b> Adoption of the 2012-13 Budget Criteria | <b>Item No:</b> 11-6721<br><b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>  |
| <b>Category:</b> Finance                                | <b>Action</b> <input checked="" type="checkbox"/> <b>Information</b> <input type="checkbox"/><br><b>Regular</b> <input type="checkbox"/> <b>Consent</b> <input checked="" type="checkbox"/> |
| <b>Submitted By:</b> Andrew Suleski<br>Vice President   | <b>Approved By:</b> <br>Kimberly Perky, Ed.D.<br>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 proposed Budget Criteria recommended by the President's Leadership Team and the Planning & Budget Committee was presented to the Board for information at their October 5, 2011, meeting.

**Recommendation**

It is recommended the Board of Trustees adopt the Budget Criteria for 2012-13.

# BUTTE-GLENN COMMUNITY COLLEGE DISTRICT

## BUDGET CRITERIA 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;
- balance student access and sufficient resources to support 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;
- 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.

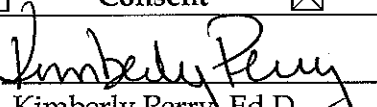
## **Procedural Guides**

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;
- identifies significant but unfunded items not included in the budget; and
- highlights unusual items and/or provides information on substantive changes from previous budgets.

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

November 9, 2011

|  |   |
|--|---|
| <b>Subject:</b> Approval of New Associate in Arts for Transfer Degree in Communication Studies | <b>Item No:</b> 11-6722<br><b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>  |
| <b>Category:</b> Student Learning & Economic Development                                       | <b>Action</b> <input checked="" type="checkbox"/> <b>Information</b> <input type="checkbox"/><br><b>Regular</b> <input type="checkbox"/> <b>Consent</b> <input checked="" type="checkbox"/> |
| <b>Submitted By:</b> Dr. Samia Yaqub<br>Interim Vice President                                 | <b>Approved By:</b> <br>Kimberly Perry Ed.D.<br>Superintendent/President                                  |

**Background**

The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an "associate degree for transfer," a newly established variation of the associate degrees traditionally offered at a California community college. The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn one of these degrees, students must complete a minimum of 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is a designated "high-unit" major).

**Status**

The appropriate instructional areas on campus and the Curriculum Committee have approved the attached AA-T Degree in Communication Studies. The interim Vice President for Student Learning concurs with this approval.

**Recommendation**

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

Application Date  
August 27, 2011



California Community Colleges

**SUBSTANTIAL CHANGES TO AN APPROVED CREDIT PROGRAM**

|   |  |   |
|---|--|---|
| <b>Communication Studies</b><br>TITLE OF PROPOSED PROGRAM   |  | <b>Stacey Bartlett</b><br>CONTACT PERSON      |
| <b>Same</b><br>Studies<br>TITLE OF EXISTING PROGRAM (IF DIFFERENT)  |  | Chairperson, Communication<br>TITLE           |
| <b>1506.00</b><br>EXISTING PROGRAM T.O.P. CODE  | <b>19042</b><br>EXISTING PROGRAM CONTROL NUMBER    | <b>530.895.2243</b><br>PHONE NUMBER           |
| <b>Butte College</b><br>COLLEGE   | Butte-Glenn Community College District<br>DISTRICT | <b>bartlettst@butte.edu</b><br>E-MAIL ADDRESS |
| <b>Fall 2011 8.22.11</b><br>PROJECTED START DATE FOR CHANGE   |  |   |
| <b>GOAL(S) OF PROGRAM (CHECK ALL THAT APPLY):</b>   |  |   |
| <input type="checkbox"/> CAREER TECHNICAL EDUCATION (CTE) <input checked="" type="checkbox"/> TRANSFER <input type="checkbox"/> OTHER |  |   |

**Type of change requested: Check only one.**

- Add new Certificate of Achievement
- Add Degree to Existing Certificate Program
- Add new Major or Area of Emphasis to Existing Degree

**TYPE OF PROGRAM (SELECT ONLY ONE):**

- A.A. DEGREE
- A.S. DEGREE
- AA-T DEGREE (for transfer)\*
- AS-T DEGREE (for transfer)\*

**CERTIFICATE OF ACHIEVEMENT:**

- 18+ semester (or 27+ quarter) units
- 12-18 semester (or 18-27 quarter) units

**Planning Summary:**

Projected Start Date  Projected Annual Completers

| FIELDS  | AS LISTED IN<br>CURRENT INVENTORY | AS REVISED |
|---|-----------------------------------|------------|
| Program Control Number                        | 19042                             |            |
| TOP Code                                      | 150600                            |            |
| Local Title                                   | Communication Studies             |            |
| Units for Degree Major or<br>Area of Emphasis | 18                                |            |
| Total Units for Degree                        | 60                                |            |
| Certificate Units                             |                                   |            |

# Butte College Communication Studies Narrative Requirements for approval of AA-T

## CCC 510 NARRATIVE REQUIREMENTS

### Criteria A. Appropriateness to Mission

#### 1. Statement of program goals and objectives for existing program, including new changes.

Mission Statement: 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.

The Communication Studies transfer program at Butte College aligns directly with this mission and has been designed to provide in-depth knowledge and outcomes for students while preparing them for transfer to a baccalaureate major in Communication Studies at California State University by offering two different degree options. As the majority of Butte College students transfer to California State University, Chico, the Communication Studies curriculum at Butte College closely mirrors the undergraduate requirements for that institution and it is reflected in our existing Communication Studies Associate in Arts degree. The addition of the Associate in Arts in Communication Studies for Transfer degree further supports the Butte College mission by including more varied coursework and by expanding the potential for transfer within the greater CSU system. In addition to transferable courses, completing lower division courses, and achieving either of two degree options, this program promotes the Butte College mission by encouraging its students to become thoughtful, literate, and responsible citizens.

#### 2. Catalog description for existing program, including new option.

The Communication Studies program at Butte College prepares students for transfer to a baccalaureate major in Communication Studies for the California State University. In addition, this program offers vital communication skills that are in demand by virtually every company and most organizations. Students with a degree in Communication Studies are prepared to succeed in numerous professions; in fact, many studies cite "effective communication" as the number one skill in demand in today's workplace. Students majoring in Communication Studies explore communication theories and skills needed in our complex world. These include: oral and written communication, critical thinking, interpersonal communication, intercultural awareness and sensitivity, and effective group interaction, among others. We offer two degree options:

#### Degree options:

- Associate in Arts in Communication Studies (AA)
- Associate in Arts in Communication Studies for Transfer (AA-T)

The Associate's in Arts (AA) in Communication Studies degrees are intended for students who plan to earn an AA degree in Communication Studies in support of career or other academic endeavors or who plan to specifically transfer to CSU, Chico. The associate in arts (AA) and associate in science (AS) degrees require the completion of all Butte College graduation requirements including specified major degree requirements as detailed in the catalog. Students are encouraged to contact a counselor or see [www.assist.org](http://www.assist.org).

To earn this degree, students must complete all of the requirements outlined in the catalog and must earn a C or better in the following courses required for the major:

|         |                                    |         |
|---------|------------------------------------|---------|
| CMST 2  | Public Speaking                    | 3 units |
| CMST 4  | Group Discussion                   | 3 units |
| CMST 9  | Intercultural Communication        | 3 units |
| CMST 10 | Interpersonal Communication        | 3 units |
| CMST 12 | Intercollegiate Speech Competition | 3 units |
| CMST 14 | Argumentation and Debate           | 3 units |

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Total Required Major Units

18 units

**The Associate in Arts in Communication Studies for Transfer** is intended for students who plan to complete a bachelor's degree in Communication Studies at a CSU campus. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major. Students transferring to a CSU campus that does accept this degree will be required to complete no more than 60 units after transfer to earn a bachelor's degree. This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. In all cases, students should consult with a counselor for more information on university admission and transfer requirements.

The associate transfer degrees (AA-T or AS-T) require completion and certification of the California State University General Education (CSU GE) or the Intersegmental General Education Transfer Curriculum (IGETC) as well as the specific AA-T or AS-T major degree requirements. Students earning either an AA-T or an AS-T will not be held to additional Butte College graduation requirements (including Physical Education and the multicultural competency). Students should work with a counselor to identify major coursework that can be used to fulfill CSU GE or IGETC categories.

To earn this degree, students must complete all of the requirements outlined in the catalog and must earn a C or better in the **following courses required for the major:**

|   |    |
|---|----|
| CMST 2 Public Speaking or CMST 2H Honors Public Speaking..... | 3  |
| Group A: Any 2 courses from the following.....                | 6  |
| CMST 4 Group Discussion (3)                                   |    |
| CMST 10 Interpersonal Communication (3)                       |    |
| CMST 14 Argumentation and Debate (3)                          |    |
| Group B: Any 2 courses from the following .....               | 6  |
| Any Group A course not used above                             |    |
| CMST 6 Oral Interpretation (3)                                |    |
| CMST 9 Intercultural Communication (3)                        |    |
| CMST 12 Intercollegiate Speech Competition (3)                |    |
| RTVF/SOC 12 Mass Media and Society (3)                        |    |
| Group C: Any 1 course from the following.....                 | 3  |
| Any Group A or Group B course not used above                  |    |
| CMST 13 Gender and Communication (3)                          |    |
| RTVF/JOUR 2 Introduction to Newswriting (3)                   |    |
| <hr/>   |    |
| Total Required Major Units.....                               | 18 |

All courses must be completed with a grade of C or better. GPA minimum obtainment is 2.0. Double counting courses in GE and the major is permissible. Consult with an advisor or a counselor to plan the courses necessary to achieve your academic goal.

**3. New Program Requirements**

**Associate in Arts in Communication Studies for Transfer**

Required Core Courses:

|   |   |
|---|---|
| CMST 2 Public Speaking or CMST 2H Honors Public Speaking..... | 3 |
| Groups A: Any 2 courses from the following.....               | 6 |
| CMST 4 Group Discussion (3)                                   |   |
| CMST 10 Interpersonal Communication (3)                       |   |
| CMST 14 Argumentation and Debate (3)                          |   |
| Group B: Any 2 courses from the following .....               | 6 |
| Any Group A course not used above                             |   |
| CMST 6 Oral Interpretation (3)                                |   |
| CMST 9 Intercultural Communication (3)                        |   |
| CMST 12 Intercollegiate Speech Competition(3)                 |   |
| RTVF/SOC 12 Mass Media and Society (3)                        |   |

|   |       |
|---|-------|
| Group C: Any 1 course from the following.....                     | 3     |
| Any Group A or Group B course not used above                      |       |
| CMST 13 Gender and Communication (3)                              |       |
| RTVF/JOUR 2 Introduction to Newswriting (3)                       |       |
| Required Subtotal required for the major.....                     | 18    |
| CSU General Education or IGETC Pattern .....                      | 34-41 |
| Transferable Electives (as needed to reach 60 transferable units) |       |
| DEGREE TOTAL .....  | 60    |

All courses must be completed with a grade of C or better. GPA minimum obtainment is 2.0. Double counting courses in GE and the major is permissible. Consult with an advisor or a counselor to plan the courses necessary to achieve your academic goal.

**4. Background and Rationale**

The Communication Studies program at Butte College has, since its inception, provided instruction for the Communication courses mandated as general education requirements for the California State University system. Furthermore, providing a degree in Communication Studies places the discipline in the forefront of the transfer education portion of the college’s mission. The importance of this program can be found in an array of research. For example, the U.S. Department of Labor consistently recommends that communication skills will be in demand across occupations; in many national surveys of managers, oral communication skills are consistently identified as valuable for both obtaining employment and successful job performance; and finally, executives of Fortune 500 companies indicate that college students need better communication skills, as well as the ability to work in teams with people from diverse backgrounds. The degrees offered in our program supports all of the needs indicated in this research. In addition to the importance noted above, the existing AA degree provides articulation to the local CSU with an agreed upon emphasis of coursework between our programs. However, there are benefits to the new AA-T degree such as opportunities for more varied coursework and increased potential for transfer within the greater CSU system.

**Criteria B. Need**

**6. Place of proposed change in the curriculum**

Butte College offers an existing AA degree in Communication Studies aimed toward transferring students to CSU, Chico and earning units in general education. The addition of the Associate in Arts in Communication Studies for Transfer degree may increase the number of students enrolling into our program as a result of increasing visibility provided by statewide and campus-wide transfer initiatives and with the added value of double counting units. We anticipate that some students may wish to move between these two degree programs and we will coordinate with counseling and advising to assist all students seeking either of the two degrees.

**Course Descriptions for AA-T Communication Studies**

**COMMUNICATION STUDIES (CMST)**

**CMST 2 - Public Speaking**

**3 Units**

Recommended Preparation: Reading Level IV; English Level IV

Transfer Status: CSU/UC

51 hours Lecture

This course is a study of 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.

**CMST 2H - Honors Public Speaking**

**3 Units**

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

Transfer Status: CSU/UC

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.

**CMST 4 - Group Discussion****3 Units**

Recommended Preparation: Reading Level IV; English Level IV

Transfer Status: CSU/UC

51 hours Lecture

This course emphasizes group discussion for problem solving, leadership skills, listening skills, information gathering, and analysis. Study of the dynamics and techniques of task groups, panel discussions symposiums and committees.

**CMST 6 - Oral Interpretation****3 Units**

Recommended Preparation: Reading Level IV; English Level IV

Transfer Status: CSU/UC

51 hours Lecture

This course covers the study and practice of oral skills essential to effective communication of the intellectual and emotional meaning of a literary selection or manuscript to an audience.

**CMST 9 - Intercultural Communication****3 Units**

Recommended Prep: Reading Level IV; English Level IV

Transfer Status: CSU/UC

51 hours Lecture

This course provides an understanding of the dynamics of intercultural communication. The focus is on categories of culture and intercultural sensitivity. Emphasis will be placed on communication perceptions, self-awareness and worldviews.

**CMST 10 - Interpersonal Communication****3 Units**

Recommended Preparation: Reading Level IV; English Level IV

Transfer Status: CSU

51 hours Lecture

This course is the study of communication processes using analysis of one-to-one interactions in settings including family, friendship, intimate and work situations. The course examines effective and appropriate uses of verbal and non-verbal messages in the initiation, development, maintenance, and termination of personal and professional relationships.

**CMST 12 - Intercollegiate Speech Competition****1 - 4 Units**

Recommended Preparation: Reading Level III; English Level II

Transfer Status: CSU

17 - 68 hours Lecture

This course covers preparation and practice for participation in public presentations. Debate, oratory, extempore, impromptu, oral interpretation, and expository speaking are emphasized. Includes research, analysis, evidence, reasoning, case construction, and refutation techniques. Since skills/proficiencies are enhanced by supervised repetition and practice, this course may be repeated to a maximum of 4 units. Open Entry/Open Exit.

**CMST 13 - Gender and Communication****3 Units**

Recommended Preparation: Reading Level IV; English Level IV

Transfer Status: CSU

51 hours Lecture

This course introduces students to gender-related communication; integrating theory and practice in order to heighten awareness of the importance of gender as a communication variable. Emphasis on perception, verbal, nonverbal similarities and differences are examined in interpersonal, small group, and public settings.

**CMST 14 - Argumentation and Debate****3 Units**

Prerequisite(s): CMST 2, ENGL 2

Transfer Status: CSU/UC

51 hours Lecture

This course presents basic argumentation theory including research, methods of analysis, use and tests of evidence, refutation, and the logical responsibilities of advocacy. Preparation and presentation of cases for and against propositions or points of view through debate and public address.

**RADIO-TV FILM/SOCIOLOGY (RTVF/SOC)**

**RTVF/JOUR 2 - Introduction to Newswriting**

**3 Units**

Prerequisite(s): ENGL 119

Recommended Preparation: Reading Level IV; English Level IV

Transfer Status: CSU

51 hours Lecture

This course provides instruction in all aspects of newswriting. Emphasis is placed upon information gathering, news reporting, feature and complex story writing, ethics, press law, and critical thinking.

**RTVF/SOC 12 - Mass Media and Society**

**3 Units**

Recommended Preparation: Reading Level IV; English Level IV

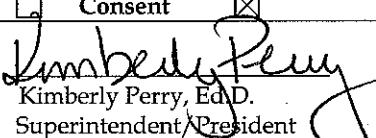
Transfer Status: CSU/UC

51 hours Lecture

A study of print, broadcast, film, the Internet and other media systems to understand how they influence our society and culture. Topics include communications theory, media monopolies, gender and minority stereotyping, propaganda and advertising, etc.

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

November 9, 2011

|   |   |
|---|---|
| <b>Subject:</b> Approval of Personnel Consent Agenda  | <b>Item No:</b> 11-6723<br><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"/><br><b>Regular</b> <input type="checkbox"/> <b>Consent</b> <input checked="" type="checkbox"/> |
| <b>Submitted By:</b> Andrew Suleski<br>Vice President | <b>Approved By:</b> <br>Kimberly Perry, Ed.D.<br>Superintendent/President                                 |

**Recommendation**

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

**CLASSIFIED**

- Employment of Admissions and Records Technician, Senior (Due to Incumbent Resignation) - Kimberley Begbie  
40 hours per week, 12 months per year  
Status: Probationary  
Salary: Range 24  
Effective: November 10, 2011
- Employment of Clerk II, Chico Center (Due to Incumbent Promotion) - Jason Hardy  
40 hours per week, 11 months per year  
Status: Probationary  
Salary: Range 10  
Effective: November 14, 2011
- Employment of Telephone Systems and Data Cabling Technician, Information Technology (Due to Incumbent Retirement) - Joshua Bordelon  
40 hours per week, 12 months per year  
Status: Probationary  
Salary: Range 33  
Effective: December 1, 2011
- Employment of Bus Operators (Due to Incumbent Retirement and Ongoing Need) - Judith Evans, Judy Higgins  
40 hours per week, 9 months per year  
Status: Probationary  
Salary: Range 18  
Effective: November 14, 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 IT User Support Services Technician - Luke Sathrum  
Effective: October 15, 2011

**TEMPORARY EMPLOYEES\***

- Substitutes:**  
Call Center Representatives - Kathleen Huber (09/12/11-09/23/11), Carol Skripek (09/12/11-01/31/12)  
Salary: \$13.80 per hour  
Clerk II, Contract Education - Lydie Bassow  
Salary: \$13.13 per hour (09/26/11-12/16/11)  
User Support Services Technician, Information Technology - Claire Armer  
Salary: \$19.98 per hour (10/17/11-01/31/12)  
Seasonal Registration Worker II, Admissions and Records - Gudrun Sweatt  
Salary: \$14.51 per hour (10/25/11-11/08/11)  
Admissions and Records Technician - Kathy Kronen  
Salary: \$16.00 per hour (10/24/11-01/31/12)

Account Clerk II, Business Services – Julie Scarpelli

Salary: \$16.00 per hour (10/24/11-06/30/12)

7. Seasonal/On-Call

Seasonal Crime Scene Actors, Law Enforcement Academy – Shar Daniels (10/06/11-06/30/12), Shelby Sherlock (11/10/11-06/30/12)

Salary: \$8.00 per hour

Student Orientation and Events Assistant – Leo Savage-Low

Salary: \$16.00 per hour (11/10/11-01/31/12)

Seasonal Crime Scene Evaluator, Law Enforcement Academy – James Dodge

Salary: \$16.61 per hour (11/10/11-06/30/12)

Seasonal Registration Workers I, Admissions and Records – Barbara Edwards, Janell Powell, Jeneva Smith, Therese Morris

Salary: \$12.50 per hour (11/10/11-06/30/12)

8. Professional Experts:

Professional Expert, EMT/Paramedics – Keith Castillo (07/01/11-06/30/12), John Costa, Chris Lewis (10/01/11-06/30/12), Michael Painter (07/01/11-06/30/12)

Salary: \$14.46 per hour

Firefighter I Academy, Manipulative Skills/Evaluators – Teal Busse (07/01/11-06/30/12), Ryan Crane (09/26/11-06/30/12), James Lucanic (09/15/11-06/30/12), Chris Mickelson (07/01/11-06/30/11), Carrie Pell (10/14/11-06/30/12), Tanya Wygant (07/01/11-06/30/11)

Salary: Manipulative Skills: \$10.25 per hour

Manipulative Skills Evaluator: \$16.61 per hour

Professional Expert, Nursing – Marna Carli

Salary: \$20.00 per hour (07/01/11-06/30/12)

Professional Expert, FP&M – Michael Miller

Salary: \$63.00 per hour (09/19/11-12/31/11)

Professional Expert, Associated Students – Rebecca Hansen

Salary: \$20.00 per hour (01/01/12-05/31/12)

9. Internships:

Unpaid Interns:

Football Interns, PE/Athletics – Brad Rose, Matt Segura (08/01/11-12/31/11)

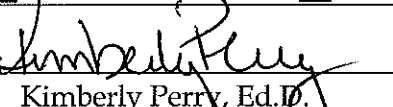
Baseball Intern, PE/Athletics – Joseph Vetting (09/01/11-05/31/12)

\*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

November 9, 2011

|   |   |
|---|---|
| <b>Subject:</b> Foundation Annual Report<br>2010-2011 | <b>Item No:</b> 11-6724<br><b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>  |
| <b>Category:</b> Administration                       | <b>Action</b> <input type="checkbox"/> <b>Information</b> <input checked="" type="checkbox"/><br><b>Regular</b> <input checked="" type="checkbox"/> <b>Consent</b> <input type="checkbox"/> |
| <b>Submitted By:</b> Les Jauron<br>Vice President     | <b>Approved By:</b> <br>Kimberly Perry, Ed.D.<br>Superintendent/President                                 |

**Background**

Annually, the Butte College Foundation submits a report to the Board of Trustees to summarize activities for the year.

**Status**

Attached for the Board's review is the report reflecting activities of the Butte College Foundation during the 2010-2011 fiscal year.

John Gliha, Foundation Executive Director, will present the report and answer any questions from the Board.

**BUTTE COLLEGE FOUNDATION  
EXECUTIVE SUMMARY  
November 2011**

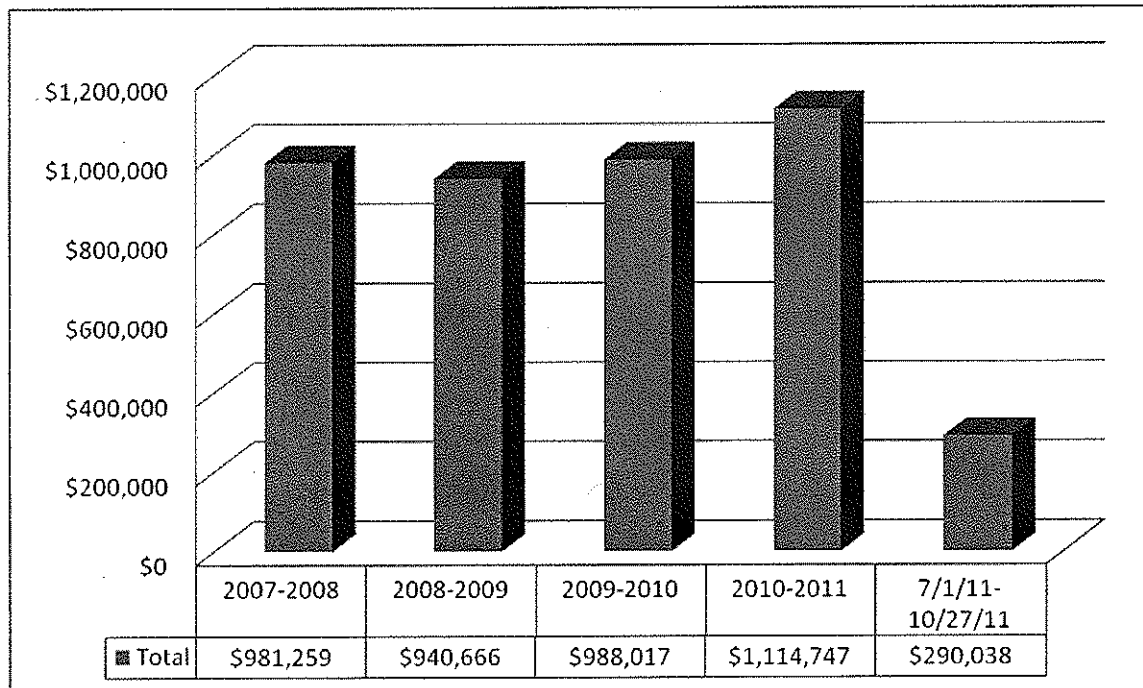
The Butte College Foundation operates on a fiscal year of July 1 through June 30. Revenues that are presented for this and last fiscal year are unaudited figures.

**Mission Statement:**

The mission of the Butte College Foundation is to help ensure the academic development and excellence of students through financial and other forms of support; to establish scholarship programs and services that benefit our students; to constantly evaluate our funding priorities to identify areas critical to our success; and to create fundraising initiatives that will support the programs and services of Butte College.

Gift-Based Revenue: \$ 1,113,522

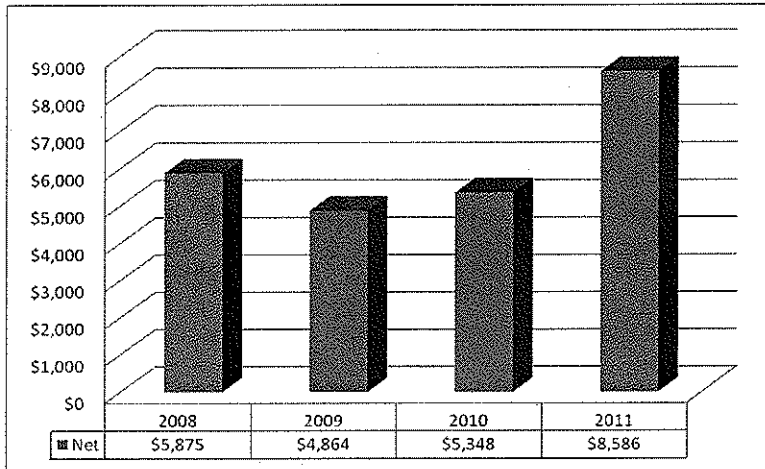
|                           | 2007-2008 | 2008-2009 | 2009-2010 | 2010-2011   | 7/1/11-10/27/11 |
|---------------------------|-----------|-----------|-----------|-------------|-----------------|
| <b>Gifts &amp; Grants</b> | \$856,466 | \$872,509 | \$863,491 | \$998,051   | \$271,873       |
| <b>Sponsorships</b>       | \$57,495  | \$55,134  | \$55,156  | \$63,878    | \$17,865        |
| <b>Gifts-in-Kind</b>      | \$67,298  | \$13,023  | \$69,370  | \$52,818    | \$6,300         |
| <b>Total</b>              | \$981,259 | \$940,666 | \$988,017 | \$1,114,747 | \$290,038       |



### President's Cup Golf Tournament:

The 7th Annual President's Cup Golf Tournament was held on September 26, 2011 at the Butte Creek Country Club, Chico. This year, the Tournament was attended by 82 golfers. A portion of the proceeds from the Tournament are allocated each year to the BC President's unrestricted Foundation account.

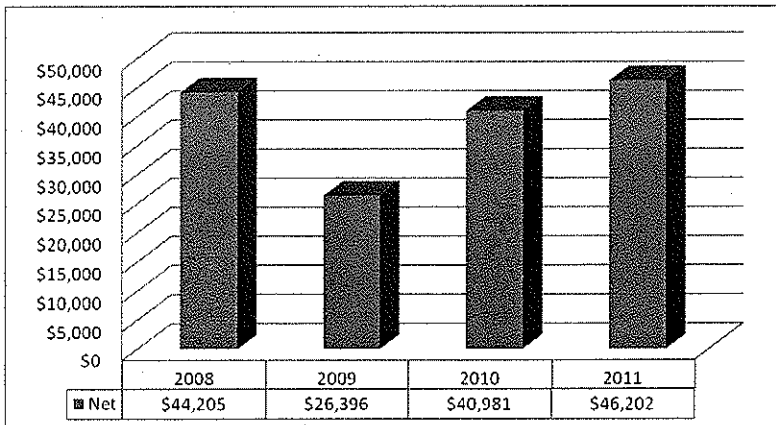
Net 2008: \$ 5,875  
Net 2009: \$ 4,864  
Net 2010: \$ 5,348  
Net 2011: \$ 8,586



### Spring Gala:

The Spring Gala was held on March 26, 2011 at the Bell Memorial Union on the Chico State Campus. Proceeds from the Gala are designated to be divided between the Athletics Department and the Butte College Foundation. This year, 221 people attended the Gala. Next year's Gala is scheduled to be held on March 17, 2012.

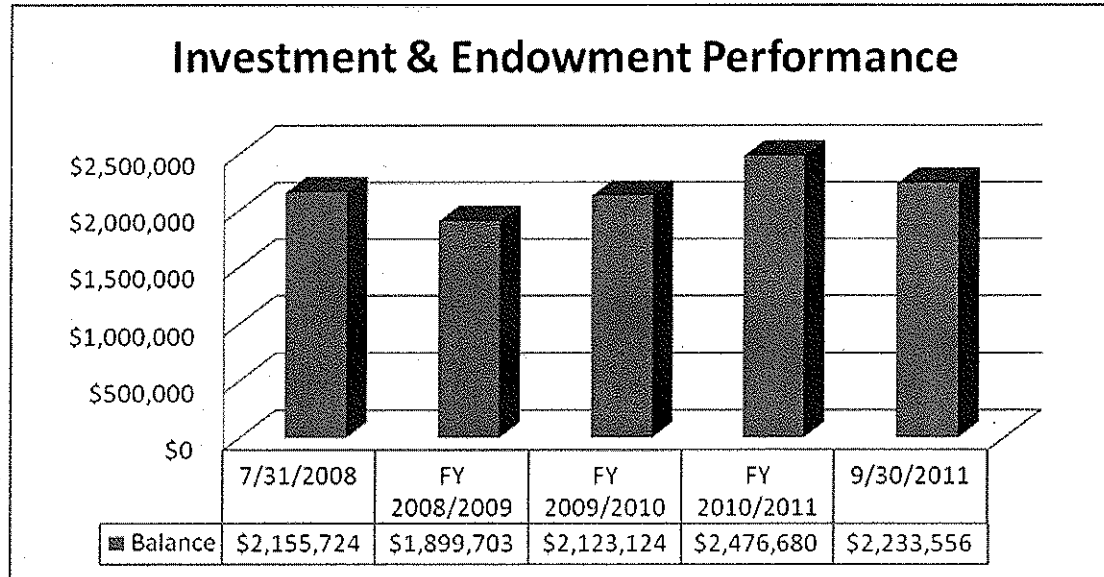
Net 2008: \$ 44,205  
Net 2009: \$ 26,396  
Net 2010: \$ 40,981  
Net 2011: \$ 46,202



**Investment & Endowment Performance:**

The Butte College Foundation investment accounts are managed by Payden & Rygel (Los Angeles, CA). During fiscal year 2010-11, the funds appreciated a return on investment of 13.65% (*Income/Avg Assets*).

The BCF portfolio was shifted to a more defensive stance during the first quarter of 2011-12, changing the stock composition to favor high dividend-paying value stocks and preferred stocks. There was a corresponding reduction in small-cap and non-US stocks and we sold our emerging market position. This repositioning was designed to reduce overall portfolio volatility.



**Fall 2010 Foundation Grants: \$ 10,000 (12 grants)**

- \$ 500 TRiO – Achievement Recognition Supplies
- \$ 500 Recruitment – Summer Connection Food Upgrade
- \$ 610 Biology & MESA – Soil Analysis Kit
- \$ 640 Orientation – Student Leadership Academy
- \$ 750 ESL – Janitorial Training Program
- \$ 1,000 BIT & Public Safety – Demo Walls for New Classroom
- \$ 1,000 Cultures & Civilizations Club – Shakespeare Festival Travel
- \$ 1,000 Student Health Services – Emergency Medication Fund
- \$ 1,000 Student Health Services – Orthopedic Equipment
- \$ 1,000 Nursing – Kaplan Testing Program
- \$ 1,000 Nursing – National Student Nursing Convention Travel
- \$ 1,000 Phi Theta Kappa – Travel to Conference

Scholarships (2010-11): \$ 329,483 (487 students)

BC Foundation Scholarships: \$ 90,759 (158 students)

Agency Scholarships: \$ 238,724 (329 students)

**New Scholarship Endowments:**

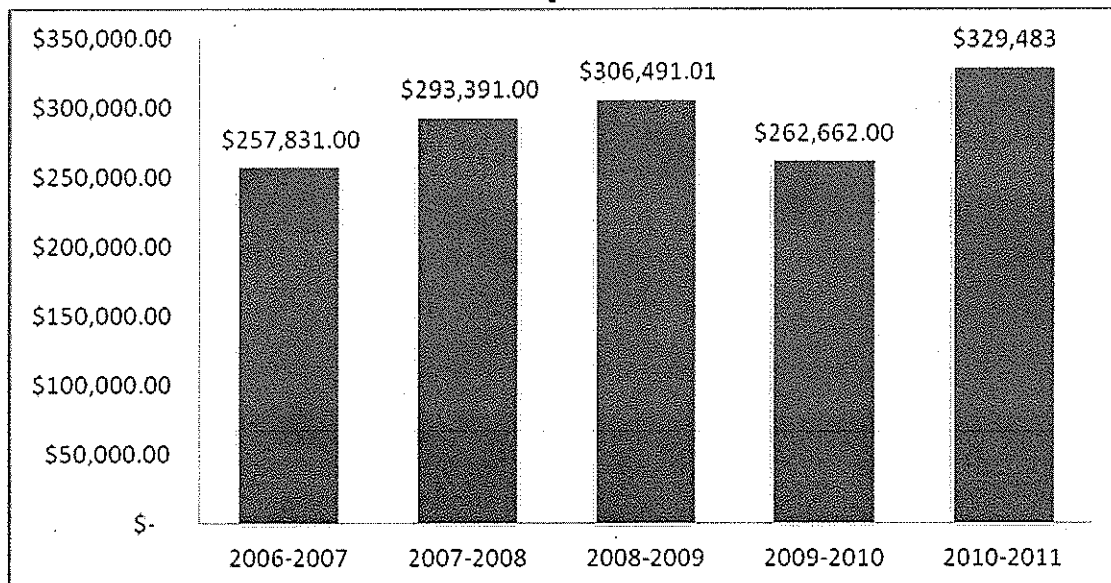
- The Nicolina J. Milani Scholarship Endowment
- The Betty Thrasher Scholarship Endowment
- The Sierra Central Credit Union Scholarship, as part of the Osher Initiative for California Community College Students

The BCF held its annual Scholarship Reception for scholarship recipients on August 22<sup>nd</sup> in the Center for Academic Success. The reception was attended by 166 students and their families. Almost \$88,000 in scholarships were awarded during to evening by scholarship donors or their representatives.

**Other:**

- The BCF exceeded its Title III – Building University Transfer & Teaching Excellence goals for FY10-11.
- BC Trustees Scholarship Endowment: \$ 7,325  
The \$300 scholarship was awarded to Olivia Polkinghorne, majoring in Communications. Olivia enjoys writing and music, but says studying history, languages and political science have an emerging interest for her. She has a proficiency in Spanish and would like the opportunity to study abroad to hone her foreign language skills. For fun, she writes poetry, sonnets and ballads. Olivia is also an “amazing” vocalist and excels at volleyball.

### Scholarships Awarded



## Alumni & Friends – Public Relations:

An important function of the BCF is the relationship management of BC Alumni. Utilizing the email marketing function of the Butte College Foundation website ([www.ButteFoundation.org](http://www.ButteFoundation.org)), the BCF sent e-based Alumni & Friends Newsletters. These were each distributed to nearly 4,000 constituents who have opted to receive email updates. The Butte College Foundation has also actively been promoting scholarship announcements and alumni retention through Facebook (<http://tinyurl.com/bcf2010>).

The BCF collaborated with BC Law and Fire Academies to hold an open house at the Public Safety Training Grounds on May 4<sup>th</sup>. Prominent members of the community were teamed-up with BCF members and were taken through a series of “Field Officer Training” exercises. These exercises were designed to illustrate some of the life saving techniques used by emergency and law enforcement personnel, and to familiarize the participants with the Scenario Village project.

The BCF and the BC Training Place, through a grant provided by Constellation Energy (Baltimore, MD), sponsored a free Green Building Workshop open to local contractors. This 3-day hand-on training was held at the Public Safety Training Grounds May 3-5 where classes were offered to introduce the fundamentals of green building techniques. Forty-four participants were awarded certificates of completion for these hands-on exercises covering basic theory and design requirements.

The BCF operated the Roadrunner Community Marketplace (CMP) at the Chico Mall. Special events and activities associated with the CMP projected provided a great BC/BCF positive public exposure and alumni engagement, as well as assisting numerous local youth charities to give their programs public exposure. The CMP income projections and overall financial return did not meet projected targets, and operations were ceased in early August pending the results of a Federal Agricultural Department Farmer’s Market Grant.

## BC Outstanding Alumni 2010-2011:

### Bill Berryhill

Butte College Alumnus, Assemblyman Bill Berryhill, represents the people of the 26th California Assembly District, which includes the cities of Stockton, Turlock, Manteca, Ceres, Modesto, Patterson, Ripon, and Escalon.

A fourth generation Californian, Bill’s roots in agriculture and public service are deep. For more than thirty years he has farmed wine grapes in Stanislaus and San Joaquin counties and operated successful custom grape harvesting businesses. He founded the cornerstone of his agricultural operations – BB Vineyards – in 1978. He also served on the boards of both Allied Grape Growers and the Stanislaus County Farm Bureau.

Bill is an avid hunter, outdoorsman, and wildlife artist. He is a partner in a 700 acre wetland restoration project in the Sacramento-San Joaquin delta, and is a member of Ducks Unlimited, the National Rifle Association, the Greater Stockton Chamber of Commerce, and the Stanislaus and San Joaquin County Farm Bureaus.

### David E. Lundberg

Butte College Alumnus, David E. Lundberg, has served on the Butte County Farm Bureau Board for 14 years, two of which he served as President. David is a third generation rice farmer and has been active in the agri business industry & farming rice for over 30 years. He served as Treasurer on the Rice Research Board from 2001 to 2004. He also was a member of the California Farm Bureau Rice Advisory State Committee, for which he was Chairman for four years. He has been a member of the Butte County Farm, Home 4H Support Group Board from 2008 to the present.

An outdoorsman and hunter, David has also served on the Richvale Hunting Area Board from 1988 to the present, including serving as Treasurer. David and his wife, Debbie, are Chico residents and have two children, Ryan and Lindsey.

#### George W. Morris

Chief George Morris, CAL FIRE, received a Certificate in EMT I Non-Ambulance Certification, and an A.S. with Honors in Fire Science from Butte College. George started his career as a California Division of Forestry (CDF, now known as CAL FIRE) Seasonal Firefighter in Humboldt County in 1973 as a summer job when he was 17 years old. He continued to serve as a seasonal firefighter until 1977 when he was promoted to a permanent firefighter position in San Mateo County Fire Department.

During his career, Chief Morris received many professional certifications in fire service disciplines from several colleges, returning to Butte College in 1993 to further pursue his education and complete his degree in Fire Science.

Some of Chief Morris's interests include furniture building, woodturning and photography. After completing his degree, George also took several photography classes at Butte College. George and his wife Kim have been married for 35 years and have two boys, George and Stephen, who are both firefighters for CAL FIRE.

#### New BC Foundation Board Members:

##### Preston Dickinson – Retired

A resident of Chico, Preston is Butte College alumnus. Preston's career included being the Senior Field Representative for Senator Sam Aanestad, prior to which he Director of External Affairs for AT&T. He served as Vice President of the United Way of Butte and Glenn Counties, as well as on the Board of Directors for both the Chico Chamber of Commerce and the Yuba-Sutter Economic Development Corporation.

##### Lynda Kelley – State Farm Insurance

A resident of Chico, Lynda operates State Farm Insurance in Willows. She has a Bs degree in Business Administration and a MA in Social Science. She is a member of the Willows Chamber of Commerce and past president of the Willows Rotary Club.

##### Jenny Murgia – Tri Counties Bank

A resident of Chico, Jenny has a daughter attending Butte College as a freshman. Now managing a Chico branch, Jenny was the manager at the Willows Tri Counties Bank office. She also served on the Glenn Medical Center Foundation Board.

##### Diane Norrbom – Rabobank

A resident of Chico, Diane is a Vice President for Rabobank. She is a returning Foundation Board member and a past-president. Diane also belongs to the Chico Morning Rotary Club.

##### Mike Walsh – Beacon Services

A resident of Oroville, Mike owns his own business, Beacon Services. Beacon Services (Rackerby, CA) provides staff training and management consultation in Education Administration, Youth Development, and Staff Development. Mike also serves as the newest member of the Butte County Board of Education.

Butte College Foundation - Board of Directors:

Larry Hartt, President  
Rick Krepelka, President Elect  
Pat Pascale, Vice President  
Diane Norrbom, Secretary  
Jim Bond, Treasurer  
John Dahlmeier, Past President  
Dr. Kimberly Perry, BC President  
Fred Perez, BC Trustee

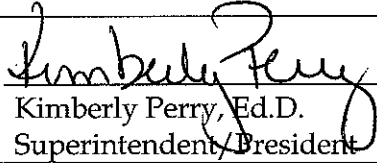
Daniel Alexander  
Jose Ascencio  
Preston Dickinson  
Bruce Enyeart  
Doug Flesher  
Ruth Ann Hansen  
Margaret Hughes

Lynda Kelly  
Jason Larrabee  
Tom Lando  
Jenny Murgia  
Steve Olmos  
Stan Thompson  
David Vodden (Pres., July-March)

Hannie Voyles  
Mike Walsh  
Jerry Wimmer  
Eileen Worthington  
Linda Zorn

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

November 9, 2011

|  |   |
|--|---|
| <b>Subject:</b> Adoption of Resolution No. 681<br>Elimination of Classified Employee<br>Services | <b>Item No:</b> 11-6725<br><b>Enclosure:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>  |
| <b>Category:</b> Personnel   | <b>Action</b> <input checked="" type="checkbox"/> <b>Information</b> <input type="checkbox"/><br><b>Regular</b> <input checked="" type="checkbox"/> <b>Consent</b> <input type="checkbox"/> |
| <b>Submitted By:</b> Andrew Suleski<br>Vice President  | <b>Approved By:</b> <br>Kimberly Perry, Ed.D.<br>Superintendent/President                                 |

**Background**

Reduction in funding for the Small Business Development Center has made it necessary to eliminate the position of Administrative Secretary - Grants, Small Business Development Center (0.5 FTE).

**Status**

One Administrative Secretary-Grants, Small Business Development Center position will be eliminated (0.5 F.T.E.) effective January 1, 2012.

**Recommendation**

It is recommended that the Board authorize the President, or designee, to effect the layoff notice required by law and to inform the employee of her displacement rights, if any, and her rehire rights.

**BEFORE THE BOARD OF TRUSTEES OF THE  
BUTTE-GLENN COMMUNITY COLLEGE DISTRICT  
BUTTE COUNTY, CALIFORNIA**

**In the Matter of the )  
Elimination of Classified )  
Employee Services Effective the )  
2011-2012 School Year )  
\_\_\_\_\_ )**

**RESOLUTION NO. 681**

**WHEREAS**, due to lack of work and/or lack of funds, this Board hereby finds that it is in the best interest of the BUTTE-GLENN COMMUNITY COLLEGE DISTRICT that, as of the 1st day of January 2012, certain services now being provided by said Butte-Glenn Community College District be discontinued by the following extent:

Elimination of the Position of Administrative Secretary – Grants,  
Small Business Development Center (0.5 F.T.E.)

**NOW, THEREFORE, BE IT RESOLVED**, that as of the 1st day of January 2012, one (1) classified position of the BUTTE-GLENN COMMUNITY COLLEGE DISTRICT be eliminated as hereinabove set forth.

**BE IT FURTHER RESOLVED** that the President of the BUTTE-GLENN COMMUNITY COLLEGE DISTRICT be and is hereby authorized and directed to give notice of termination of employment to one (1) classified employee of the BUTTE-GLENN COMMUNITY COLLEGE DISTRICT pursuant to District rules and regulations and applicable provisions of the Education Code of the State of California not later than 45 days prior to the effective date of layoff/reduction as set forth above.

The foregoing **RESOLUTION** was passed and adopted at a meeting of the Board of Trustees of the BUTTE-GLENN COMMUNITY COLLEGE DISTRICT on the 9th day of November 2011, by the following vote, to wit:

**AYES:**

**NOES:**

**ABSENT OR ABSTAINING:**

**SO ORDERED:**

\_\_\_\_\_  
**Michael Boeger.**  
**President of the Governing Board of the**  
**Butte-Glenn Community College District**