



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

Notice of Regular Meeting
June 29, 2011
1:00 PM
District Board Room
Student and Administrative Services Building
and
1400 Kentfield Road, Chico, CA

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

AGENDA

Call to Order

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

Pledge of Allegiance to the Flag

1. Agenda Approval

3. Public Comments on Consent Agenda Items

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

4. Approval of Consent Agenda

Approval of Minutes – May 9, 2011	Action	
Approval of Minutes – May 25, 2011	Action	
Approval of New Certificate of Achievement in Plant Protection	Action	11-6671
Approval of Warrants	Action	11-6672
Ratification of Contracts	Action	11-6673
Authorization to Enter into Contracts	Action	11-6674
Disposition of Surplus Property	Information	11-6675
Approval of Personnel Consent Agenda	Action	11-6676

Vice Presidents

Ratification of Contracts

Management

Employment and Change of Status

Academic Contract Employees

Employment and Change of Status

Academic Temporary Employees

Employment

Classified Employees

Employment and Change of Status

Temporary Employees

Employment of special project, substitute, professional expert, seasonal/on call employees; and paid interns

5. Information-Reports

Academic Senate President's Report
Classified Senate President's Report
Student Trustee Comments
Superintendent/President's Report
Public Comments on Items Not on the Agenda
The public may address the Board on items within the Board's jurisdiction; comments are limited to five minutes.
Board Comments

6. Administration

Emeritus Recommendation	Action	11-6677
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7. Human Resources

Adoption of Resolution Numbers 677, Discontinuance of Classified Employee Services	Action	11-6678
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8. Finance/Facilities

Adoption of Resolution No. 675 Authorizing Lease of Real Property to the County of Butte	Action	11-6679
Authorization to Award Lease-Leaseback Agreement Alternates for the Skyway Center Renovation Project	Action	11-6680
Adoption of the 2011-2012 Tentative Budget and Gann Limit Worksheet and Notice of the Public Hearing on the 2011-2012 Budget	Action	11-6681

9. Future Dates and Reports

July 13, 2011	Regular Meeting	Main Campus	1:00 p.m.
August 3, 2011	Regular Meeting	Main Campus	1:00 p.m.

10. Closed Session

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

Pursuant to Government Code section 54957:

- a. EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

11. Adjournment

For Information concerning this Agenda, please contact:
Butte College President's Office
3536 Butte Campus Drive
Oroville, CA 95965
(530) 895-2484

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

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



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

Minutes of Special Meeting
May 9, 2011

The Board of Trustees of the Butte-Glenn Community College District met in special session on Wednesday, May 9, 2011, at the Butte College Center in Chico, California.

Board Members Present

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

Staff Present Dr. Diana Van Der Ploeg, Superintendent/President

1. **Agenda Approval**

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

2. **Public Comments**

There were no public comments.

3. **Administration**

Possible District Donation

Dr. Van Der Ploeg discussed a possible donation from a community member and the desire for matching funds from the District. There were no objections.

4. **Closed Session**

The Board of Trustees of the Butte-Glenn Community College District met in closed session under authority of Government Code Section 54954.5.

The Board interviewed candidates for Butte College Superintendent/President pursuant to Government Code section 54957; and appointed Trustees McGinnis and McLaughlin to negotiate an employment contract on their behalf pursuant to Government Code section 54957.6.

5. **Adjournment**

Board President Boeger adjourned the meeting at 1:00 PM.



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

Minutes of Regular Meeting
May 25, 2011

The Board of Trustees of the Butte-Glenn Community College District met in regular session on Wednesday, May 25, 2011, at 1 PM, in the Board Room at Butte College in Oroville, California.

Board Members Present Mr. Michael Boeger, President
 Mr. William McGinnis, Vice President
 Mr. Louis Cecchi, Clerk
 Mr. Thomas McLaughlin
 Mr. Fred R. Perez
 Mr. David Vodden

Board Members Absent Dr. Allan Forbes
 Ms. Janell Snead, Student Trustee

Staff Members Present Dr. Diana Van Der Ploeg, Superintendent/President
 Mr. Les Jauron, Vice President
 Mr. Andy Suleski, Vice President
 Dr. Jo Anne Cripe, Academic Senate President
 Ms. Teri Jo Buckman, Classified Senate President
 Mr. John Gliha, Foundation Director
 Ms. Claudia Trujillo, Director of Human Resources
 Mr. Jack Lemley, Director of Auxiliary Services
 Mr. Mike Miller, Director of Facilities Planning & Management
 Ms. Kim Jones, Assistant Director of Facilities Planning & Management
 Ms. Kam Bull, Dean of Instruction
 Mr. Mike Dunbaugh, Dean of Instruction
 Ms. Samia Yaqub, Dean of Instruction
 Mr. David Danielson, Dean of Instruction
 Ms. Denise Adams, Director of Allied Health
 Dr. JoAnna Birdsall, Director of Career and Employment Services
 Mr. Craig Rigsbee, Athletic Director
 Ms. Lisa DeLaby, Director of Public Relations
 Mr. Peter Dahl, Staff
 Ms. Cari Plyley, Staff
 Ms. Rachel Wood, Staff

Guests Present Phi Theta Kappa Officers and Members

Pledge of Allegiance to the Flag
Trustee Cecchi led the Pledge of Allegiance to the Flag.

1. **Agenda Approval**
Trustee Boeger removed Resolution No. 675, Lease of Real Property, from the agenda, as the item must be voted on by the entire Board and not all were present. It was moved by Trustee Perez, seconded by Trustee Cecchi, to approve the agenda with the removal of Resolution No 675. Motion carried unanimously.

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

There were no public comments.

3. **Approval of Consent Agenda, Items 11-6655 through 11-6665**

Trustee Boeger asked for the removal of item 11-6664 and item 11-6665(1). It was moved by Trustee Cecchi, seconded by Trustee Perez, to approve the consent agenda with the removal of Items 11-6664 and 11-6665(1). Motion carried unanimously.

Appointment of Measure A Citizens' Oversight Committee Members, 11-6664

Although the bond construction program will soon be completed, a final report must be submitted to the Board. Trustee Boeger asked for submission of the report by March 2012. It was moved by Trustee Boeger, seconded by Trustee Perez to approve Item 11-6664. Motion carried unanimously.

Approval of Personnel Consent Agenda, 11-6665

Item Number (1), Ratification of Employment Contract - Superintendent/President. It was moved by Trustee Boeger, seconded by Trustee McGinnis to ratify the contract of Dr. Kimberly Perry, effective July 1, 2011. Motion carried unanimously.

4. **Information-Reports**

Academic Senate President's Report - Jo Anne Cripe

Dr. Cripe reported that faculty raised over \$100 to contribute to the Food for Thought Employee Assistance program in Dr. Van Der Ploeg's name. Dr. Cripe also announced that Ann Shannon, Steve Price, and Christine Trollinger were elected as new senators effective July 1; and that Boyd Trollinger will take over as Curriculum Committee Chair.

Classified Senate President's Report - Teri Jo Buckman

Ms. Buckman reported that Classified staff members have been actively involved this year in various campus committees; and that June 2 is Classified Day at Durham Park. Teri Jo announced that her term as Classified Senate President is ending, and that Peter Dahl will be taking over as President beginning June 1. She thanked the Board for the opportunity to meet with them on behalf of the Classified staff.

Student Trustee Comments - Janell Snead

Ms. Snead was not present.

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

- Dr. Van Der Ploeg thanked Teri Jo for her service as Classified Senate president.
- Thanks to Lisa DeLaby, Yvonne Langer, and all who worked to make the Open House successful.
- Students representing Phi Theta Kappa reported on the number of awards they received at the recent International Convention.
- Cameron Hoffman, A.S. Vice President, presented the A.S. Annual Report.
- CEO's from North State colleges met at Feather River College recently to discuss financial strategies.
- The District has continued budget planning, and we are positioning ourselves to weather the current financial times.
- Thanks to Mike Dunbaugh and John Gliha for planning the Public Safety media day.

The Board presented Dr. Van Der Ploeg with a farewell gift.

Public Comments on Items Not on the Agenda

There were no public comments.

Board Comments

Trustee Perez reported on the success of the Glenn County Fair, and the presence of Butte College. Additionally, he invited everyone to come out and support the Roadrunner Market on Saturdays at the Chico Mall.

Trustee McGinnis announced the recognition of Allan Forbes and Lou Cecchi by the Community College League for twenty years of service. He also reported on his attendance at the Statewide CBO conference.

5. **Administration**

2010-11 Emeritus Recommendations, 11-6666

It was moved by Trustee Perez, seconded by Trustee Cecchi, to grant Emeritus status to Richard Dunn, Glenn Hoffman, and Gabriela Lugo de Arnsdorf. Motion carried unanimously.

6. **Finance/Facilities**

Adoption of Resolution Nos. 673 and 674, Contract Approval: California Department of Education Leadership Development Institutes, 11-6667

It was moved by Trustee Cecchi, seconded by Trustee Perez, to adopt Resolution No. 673 (2010-11 contract). Motion carried by the following roll call vote:

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

It was moved by Trustee McGinnis, seconded by Trustee Perez, to adopt Resolution No. 674 (2011-12 contract). Motion carried by the following roll call vote:

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

Adoption of Resolution No. 675, Authorizing Lease of Real Property to the County of Butte, 11-6668

Resolution No. 675, Lease of Real Property, was removed from the agenda, as the item must be voted on by the entire Board.

Skyway Center Renovation, 11-6669

The Board previously awarded \$4,331,245 to Modern Building Inc. for site work, Auto Technology, and Foster and Kinship Care construction at the Skyway Center. An additional \$663,335 would be required to completely build out the project with Economic Development and additional classrooms. Pricing in the original bid is firm until August 1. This item will return in June for Board action.

7. **Human Resources**

Adoption of Resolution Number 676, Discontinuance of Classified Employee Services, 11-6670

It was moved by Trustee McGinnis, seconded by Trustee Cecchi, to adopt Resolution No. 676. Motion carried by the following roll call vote:

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

8. **Future Dates and Reports**

June 29, 2011	Regular Meeting	Main Campus	1:00 p.m.
July 13, 2011	Regular Meeting	Main Campus	1:00 p.m.

9. **Closed Session**

The Board of Trustees of the Butte-Glenn Community College District met in closed session under authority of Government Code Section 54954.5. There was no reportable action.

10. **Adjournment**

Board President Boeger adjourned the meeting at 2:03 PM.

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

June 29, 2011

Subject: Approval of New Certificate of Achievement in Plant Protection	Item No: 11-6671 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Student Learning & Economic Development	Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Dr. Ken Meier Vice President	Approved By: <i>Dr. Van Der Ploeg</i> Dr. Van Der Ploeg Superintendent/President

Background

Pest Control Advisors (PCAs) are licensed professional production consultants who serve California agriculture and horticulture producers. PCAs specialize in pest management, but they are also an important resource to producers in a wide range of production concerns related to plant health. A PCA is licensed by the State of California to engage in the following activities: provide pest management recommendations which must be in writing, act as an authority on any agricultural use, and solicit sales of products or services for agricultural use.

PCA specialties are diverse: helping to maintain highway vegetation; solving weed congestion in public waterways; assisting in pest-free greenhouses, golf courses, turf and landscape; or ensuring the growth of healthy, abundant food, fiber and ornamentals from over 9.9 million acres of California farm and public lands. PCAs operate within the concepts of Integrated Pest Management systems which involve high regard for the well being of the environment and include sustainable practices.

Status

The Butte College Agriculture and Environmental Sciences Department has developed this Certificate of Achievement in Plant Protection to prepare students for PCA careers.

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

Recommendation

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



California Community Colleges

APPLICATION FOR APPROVAL—NEW CREDIT PROGRAM

Application Date

Plant Protection PROPOSED PROGRAM TITLE	Lyman Hagen CONTACT PERSON
Butte COLLEGE	Department Chair TITLE
Butte-Glenn DISTRICT	530.895.2593 PHONE NUMBER
Fall 2011 PROJECTED PROGRAM START DATE	hagenly@butte.edu E-MAIL ADDRESS

GOAL(S) OF PROGRAM (CHECK ALL THAT APPLY):
 CAREER TECHNICAL EDUCATION (CTE) TRANSFER OTHER

TYPE OF PROGRAM (CHECK ALL THAT APPLY):
 A.A. DEGREE A.S. DEGREE CERTIFICATE OF ACHIEVEMENT: 18+ semester (or 27+ quarter) units
 12-18 semester (or 18-27 quarter) units

PLANNING SUMMARY

Recommended T.O.P. Code	0103.10	Estimated FTE Faculty Workload	.5
Units for Degree Major or Area of Emphasis		Number of New Faculty Positions	.5
Total Units for Degree		Est. Cost, New Equipment	\$ 0
Required Units-Certificate	42	Cost of New/Remodeled Facility	\$ 0
Projected Annual Completers	15	Est. Cost, Library Acquisitions	\$ 0
Projected Net Annual Labor Demand (CTE)	120	When will this program undergo review as part of college's Program Evaluation Plan?	Month/Semester <u>Fall</u> Year <u>2013</u>

DEVELOPMENT CRITERIA NARRATIVE & DOCUMENTATION

Attach a document that describes the development of the proposed program, addressing the five criteria as listed below. Number the sections of the narrative to match the lists below. If appropriate, you may note that a section is "not applicable" but do not re-number the sections. Provide documentation in the form of attachments as indicated.

Criteria A. Appropriateness to Mission

1. Statement of Program Goals and Objectives
2. Catalog Description
3. Program Requirements
4. Background and Rationale

Criteria C. Curriculum Standards

13. Display of Proposed Sequence
 14. Transfer Applicability (if applicable)
- Attachment: Outlines of Record for Required Courses
 Attachment: Transfer Documentation (if applicable)

Criteria B. Need

5. Enrollment and Completer Projections
 6. Place of Program in Curriculum/Similar Programs
 7. Similar Programs at Other Colleges in Service Area
 8. Labor Market Information & Analysis (CTE only)
 9. Employer Survey (CTE only)
 10. Explanation of Employer Relationship (CTE only)
 11. List of Members of Advisory Committee
 12. Recommendations of Advisory Committee
- Attachment: Labor / Job Market Data (CTE only)
 Attachment: Employer Survey (CTE only)
 Attachment: Minutes of Key Meetings

Criteria D. Adequate Resources

15. Library and/or Learning Resources Plan
16. Facilities and Equipment Plan
17. Financial Support Plan
18. Faculty Qualifications and Availability

Criteria E. Compliance

19. Based on model curriculum (if applicable)
20. Licensing or Accreditation Standards
21. Student Selection and Fees

SUBMIT ORIGINAL AND TWO COPIES OF THIS FORM AND ALL ATTACHMENTS

Criteria A. Appropriateness to Mission

1. Statement of Program Goals and Objectives

The Butte College Agriculture and Environmental Sciences Department serves our community by providing diverse experiential learning opportunities in a progressive curriculum, using advanced technology, industry cooperation, and alumni support to prepare students for productive futures.

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.

2. Catalog Description

Pest Control Advisors are licensed professional production consultants who serve California agriculture and horticulture producers. PCAs specialize in pest management, but they are also an important resource to producers in a wide range of production concerns related to plant health. A PCA is licensed by the State of California to engage in the following activities:

- Provide pest management recommendations which must be in writing.
- Hold self as an authority on any agricultural use.
- Solicit sales of products or services for agricultural use.

PCA specialties are diverse and may help maintain highway vegetation; solve weed congestion in public waterways; assist in pest-free greenhouses, golf courses, turf and landscape; or ensure the growth of healthy, abundant food; fiber and ornamentals from over 9.9 million acres of California farm and public lands. PCAs operate within the concepts of Integrated Pest Management systems which involve high regard for the well being of the environment and include sustainable practices.

3. Program Requirements

Forty-two semester units of specific college course work along with twenty-four months of related work experience will meet the qualifications to take the PCA exam. Community college courses are the ideal way for students who previously completed a degree in another field or do not intend to complete a 4 year degree to enter into this career path. (see attached applicable course list)

4. Background and Rationale

Butte College is positioned to prepare students for job opportunities that pay very well as a PCA. Two new distance education courses have been developed and approved by the board of education and the Department of Pesticide Regulation that when added to our existing repertoire will provide students with the necessary units for a 42 unit certificate.

In 2008 the California state Department of Pesticide Regulation altered the educational requirements to become a PCA. These changes now allow students to complete the educational requirements at a community college while also accomplishing two years of work experience.

Potential Impact

The USDA's National Institute of Food and Agriculture predicts that more than 54,000 agriculture related jobs will be created each year between 2010 and 2015. Many of these openings will likely be in the area of specialty crop production. While these openings occur, the industry faces declining enrollment in crop science courses. A 2008 USDA review showed that between 1984 and 2003 the number of Bachelor's degrees awarded in agronomy and crop sciences decreased by nearly one third.

This Pathway to PCA project will initially impact the career choices and college major selections of the students but eventually will lead to more talented people available for employment to the specialty crop industry. With decreasing enrollment in crop science programs at the University level, this influx of new talent is imperative to keeping the specialty crop industry viable and competitive into the future.

Criteria B. Need

5. Enrollment and Completer Projections

There exists a strong demand to fill courses at the community college level. The demand is especially strong for distance and hybrid courses which allow students not living in the area and those working full time to take classes.

The annual enrollment will be 35 students with a goal of having 30 complete the course work and earn the certificate.

6. Place of Program in Curriculum/Similar Programs

The certificate program will be part of the Agriculture Science and Environmental Horticulture programs as they both deal with plants and pests. With two new courses, Integrated Pest Management and Plant Protection Materials taken along with currently offered courses in Physical, Biological Sciences and Natural Sciences, Agriculture and Environmental Horticulture courses students can complete a certificate in two years.

7. Similar Programs at other Colleges in Service Area.

Currently there is not a certificate program in Plant Protection within our service area. Mt SAC Community College in southern California has an approved certificate program.

In 2008 the Pathway to PCA Program was created to begin to better promote the PCA opportunity to students and educators by the industry.

Several other community colleges offer similar courses in general Agriculture and Horticulture Science, but most lack the key courses in Integrated Pest Management and Plant Protection

Materials. These two courses will be delivered on-line which was a request from the Agriculture and Natural Resources statewide Advisory Committee. This request came from Jim Aschwanden, the state California consultant to the California Agriculture Teachers Association to create certificates that are needed to serve the agriculture industry.

8. Labor Market Information and Analysis

The California Association of Pest Control Advisers (CAPCA) was established in 1975 to support and promote agricultural pest control advisers (PCAs). To support its members, CAPCA maintains 16 local chapters throughout the State of California. CAPCA represents more than 3,100 licensed PCAs in the state. CAPCA's mission and goals revolve in the following areas:

- Educational Advancement
- Legislative & Regulatory Representation
- Public Relations and Communication/Networking

Demand for PCAs is strong, demographic surveys indicate that within the next decade, approximately 40% of PCAs in California will be retiring representing 1200 positions. This data comes from the 2010 Employer Survey. (Item #9)

9. Employer Survey

CAPCA's Board of Directors foresaw some changes in the industry and membership, and needed more information to prepare for them. With the support of the CAPCA Demographic Survey Committee and assistance provided by Charlton Research Company, a phone survey was conducted in November of 2010 and data was analyzed and compared to the 1999 and 2006 findings. The sampling method used for the survey was random sampling, a segment truly representative of the whole membership and non-member PCAs.

The following represent a sample of the findings from the phone survey that Charlton Research Company conducted. The information learned through this survey will be used to articulate the current demographics of a licensed Pest Control Adviser to all population sectors, both private and public. (This can be documented on CAPCA's website). See attachment of Pest Control Adviser Demographic Profile

What is your age group?

	2010	2006	1999
	%	%	%
18-24	1	0	1
25-34	9	9	10
35-44	11	17	30
45-54	30	35	41
55-64	40	29	14
65+	9	9	4
Other	-	1	-
Type of Pesticide Consulting	%	%	%

Field and Row	16	19	17
Trees and vines	34	30	26
Vegetables	12	11	11
Turf and Ornamentals	10	22	28
Industry, Forestry & Range	4	8	6
Other	13	5	10
Don't know/refused	-	4	2

- Demand for PCAs is strong, demographic surveys indicate that within the next decade, approximately 40% of PCAs in California will be retiring representing 1200 positions.
- PCAs are well paid with above average salaries and have opportunity all across California and in Oregon, Nevada and Arizona.
- In 2008 the Pathway to PCA Program was created to begin to better promote the PCA opportunity to students and educators by industry.
- More than 30 different companies contributed over \$250,000 to get the Pathway to PCA program going. Contributing companies include manufacturers, distributor's retailers and non-profits in the crop protection industry.
- The Agriculture and Natural Resources Accountability Committee funded through a Collaborative Grant between Reedley and Butte College has partnered with the Pathway to PCA program to fund brochures and a website that will host information on how and where to obtain course work for a PCA license. (#refer to meeting minutes). The grant also paid a stipend to an individual to develop two online courses. The AG/NR State Accountability Committee works directly with the Statewide Agriculture and Natural Resources Advisory Committee.
- Butte College is fortunate to have an Associate Faculty person with expertise in this field as well as industry support for this program being located at Butte College.

10. Explanation of Employer Relationship

We are connected to several of the fertilizer and chemical companies through Shannon Douglass the Pathway to PCA Coordinator. Several of the PCA's work as individual consultants and do not work for organizations. There will be several retirements through the state within the next five years and therefore our students will be ready to take those positions. There is a declining enrollment in crop science courses across the country and according to the USDA National Institute of Food and Agriculture more than 54,000 agriculture related jobs will be created each year between 2010 and 2015.

11. List of Advisory Committee Members

See attached Advisory Committee membership and organization structure

12. Recommendations of Advisory Committee Members

The statewide agriculture and natural resources advisory committee recommended that agriculture programs, at some key community colleges put together a 42 unit program that would benefit the entire agriculture industry by offering courses as well as a program to help qualify for the PCA exam and make on-line courses available to employees for license renewal.

Through an Agriculture and Natural Resources collaborative grant between Reedley College and Butte College one of the objectives was to work with the Pathway to PCA program, create some on-line courses that could be offered to anyone in the state for license renewal and then promote and replicate in other areas of the state. This summer there will be two on-line courses; Integrated Pest Management and Plant Protection Materials, offered by Butte College to address the statewide advisory committee's request. (See attachments regarding meeting minutes)

Criteria C. Curriculum Standards

13. Display of Proposed Sequence

The applicable courses for the PCA Plant Protection Certificate can be taken at random and allows a student to focus based on interest and desire by areas of specialization.

The applicable courses have been approved by the Department of Pesticide Regulations for Butte College.

Butte-Glenn Community College, Oroville, CA
Agriculture and Environmental Sciences Department

Applicable Courses for PCA Plant Protection Exam Qualification approved by DPR

	Course Prefix and #	Course Title	Units
Physical, Biological Sciences and Natural Sciences (12 units):			
	EH 33	Horticultural Plant Science	3
	AGS 22	Applied Physical Science	3
	ANS 20	Introduction to Animal Science	3
	CHEM 51	Elementary Inorganic Chemistry	5
	CHEM 52	Elementary Organic and Biochemistry	4
	CHEM 1	General Chemistry I	5
	CHEM 2	General Chemistry II	5
	PLS 20	Basic Plant Science	3
	PLS 15	Introduction to Plant Science	2
	PLS 16	Basic Plant Science Laboratory	1
	BIOL 1	Introduction to Biology	4
	BIOL 5	Ecology and Field Biology	4

	BIOL 11	Zoology	5
	BIOL 12	Botany	5
	BIOL 13	Cell and Molecular Biology	5
	BIOL 15	Introduction to Microbiology	5
	NR 55	Wildlife Management	3
	NR 56	Wildlife Management Laboratory	1
	NR 20	Introduction to Forestry and Natural Resources	3
Crop Health (9 units):	AGS 30	Ecology of Insect and Disease Management	3
	AGS 50	General Soils	4
	EH 30	Irrigation Practices and Materials	3
	EH 46	Vineyard Soils, Fertilizers and Irrigation	3
	EH 74	Irrigation System Design	3
Pest Management (6 units):	AGS 56	Commercial Pesticide Application	3
	(Required) EH/AGS 60	Principles of Integrated Pest Management	3
	EH/AGS 61	Plant Protection Materials	3
	EH 45	Vineyard Pest and Disease Management	4
Production Systems (6 units):	EH 20	Introduction to Environmental Horticulture	3
	EH 28	Turfgrass Management & Equipment	4
	EH 38	Greenhouse Production	3
	EH 40	Wine Grape Cultivation	3
	EH 41	Wine Growing Practices - Fall	3
	EH 42	Wine Growing Practices - Spring	3
	EH 44	Wine Vineyard Management	3
	EH 70	Plant Propagation and Nursery Practices	4
	EH 80	Arboriculture	3
	ANS 50	Feeds and Feeding	3
	AGR/EH 99	Work Experience	2
		"Work Experience is approved by DPR based on Student Independent Experience" Requirement is that student submit a course outline of the work, which must be signed off by instructor.	
Electives (9 units):	<i>Any core courses can qualify if they meet DPR approved courses in the Crop Health,</i>		
	<i>Pest Management and Production Systems categories.</i>		
42 units total			

14. Transfer Applicability

NA

Criteria D. Adequate Resources**15. Library and/or Learning Resources Plan**

Current resources are available

16. Facilities and Equipment Plan

Current facilities and equipment are adequate

17. Financial Support

No additional direct costs other than the two new courses

18. Faculty Qualifications and Availability

We have a part time faculty member that developed the two new Integrated Pest Management and Plant Protection Materials courses that has a PCA license and the credentials to teach those courses and advise students in completing the certificate program.

Criteria E. Compliance**19. Based on model Curriculum**

All of the related Agriculture and Horticulture Science courses are modeled after the California Community College Agriculture and Natural Resources model curriculum with current C-ID standards.

20. License or Accreditation Standards

The Plant Protection Certificate of Achievement along with two years of related work experience will allow students to qualify to take the PCA exam which in turn will earn them a state license to serve as a consultant to the Agriculture industry.

21. Student Selection and Fees

There will be no special fees attached to this program and all classes will have open access.

**Course Descriptions for
Certificate of Achievement in Plant Protection**

AGRIGULTURE SCIENCE (AGS)

AGS 22 - Applied Physical Science

3 Units

Recommended Preparation: Reading Level IV; English Level IV; Math Level III

Transfer Status: CSU

51 hours Lecture

This course is a study of principles and natural science laws of physical science applicable to agriculture and natural resources and related areas. This course will provide a broad understanding of the concepts, techniques and terminology of the physical environment.

AGS 30 - Ecology of Insect and Disease Management

3 Units

Recommended Preparation: Reading Level IV; English Level III; Math Level II

Transfer Status: CSU

34 hours Lecture/51 hours Lab

A study of the scientific principles and concepts of ecologically based pest management, with emphasis on economically important insects and pathogens in agriculture, environmental horticulture, natural resources, parks and recreation. Included is an introduction to insects and disease organisms, their biology, identification and management, with a focus on plants of the local geographic area.

AGS 50 - General Soils

4 Units

Recommended Preparation: Reading Level IV; English Level III; Math Level II

Transfer Status: CSU/UC

51 hours Lecture/51 hours Lab

Biological, chemical, and physical soil properties; scientific methodologies of the living and non-living system of soils integrated relationships between soils and climate, plants, animals, geologic materials, land forms and time, and the resulting impact of soils on the worlds civilizations both past and present.

AGS 56 - Commercial Pesticide Application

3 Units

Recommended Preparation: Reading Level IV; English Level III; Math Level II

Transfer Status: CSU

51 hours Lecture

This course covers laws and regulations, safe use, and pertinent cultural relationships pertaining to pest control, pesticide application, and pesticide safety required to obtain a private or commercial pesticide applicator's certificate in California.

ANIMAL SCIENCE (ANS)

ANS 20 - Introduction to Animal Science

3 Units

Recommended Preparation: Reading Level III; English Level III; Math Level II

Transfer Status: CSU/UC

34 hours Lecture/51 hours Lab

This course introduces students to the scientific overview of the livestock industry, supply of animal products and their uses. There will be special emphasis on the origin, characteristics, adaptation and contributions of farm animals to the global agriculture industry. Analysis of the economic trends and career opportunities in animal agriculture will be covered.

ANS 50 - Feeds and Feeding**3 Units**

Recommended Preparation: Reading Level IV; English Level III; Math Level II

Transfer Status: CSU

51 hours Lecture

This course will study the basic nutrients involved in animal nutrition: protein, energy, vitamins, minerals and feed additives and their utilization by the animal's body. An analysis of the feeding value of common feedstuffs in practical livestock rations will be completed. Homework assignments will center on formulation of balanced rations for species of livestock including least cost computer formulated rations.

BIOLOGY (BIOL)**BIOL 1 - Introduction to Biology****4 Units**

Recommended Preparation: Reading Level IV; English Level IV; Math Level IV

Transfer Status: CSU/UC

51 hours Lecture/51 hours Lab

This course is a survey of the basic principles and concepts used by biologists to explain how organisms live and survive. Topics include ecology, a survey of the world's organisms, genetics, evolution, cell structure and function, and energy conversions.

BIOL 5 - Ecology and Field Biology**4 Units**

Recommended Preparation: Reading Level IV; English Level IV; Math Level IV

Transfer Status: CSU/UC

51 hours Lecture/51 hours Lab

This course will examine species and populations as well as their relationships within communities and ecosystems. Topics will include population and community structure, relationships between species, biogeography, biodiversity, as well as the examination of landforms of northern California. This includes the study of the native plants and animals with an emphasis on Butte County from the valley floor into the adjoining mountains. The course includes one field trip per week.

BIOL 11 - Zoology**5 Units**

Prerequisite(s): BIOL 1 or one year high school Biology; CHEM 110 or one year high school Chemistry with lab; Math Level V; or equivalents

Recommended Preparation: Reading Level IV; English Level IV

Transfer Status: CSU/UC

51 hours Lecture/102 hours Lab

This course examines animal form and function from an evolutionary perspective. Topics include evolutionary evidence, mechanisms of evolutionary change, animal reproduction and development, the diversity of animal forms, phylogenetic relationships among animal groups and their anatomical and physiological adaptations. This course is designed for biology majors. Offered Fall semester only.

BIOL 12 - Botany**5 Units**

Prerequisite(s): BIOL 1 or one year high school Biology; CHEM 110 or one year high school Chemistry with lab; Math Level V; or equivalents

Recommended Preparation: Reading Level IV; English Level IV

Transfer Status: CSU/UC

51 hours Lecture/102 hours Lab

This course is a detailed survey of plants, fungi, protists and prokaryotes and the principles of ecology pertaining to all organisms. Topics include cell structure and function, anatomy, physiology, reproduction, evolution, methods of classification, population and community ecology, and ecosystems. This course is designed for biology majors. This course is offered in Spring only.

BIOL 13 - Cell and Molecular Biology**5 Units**

Prerequisite(s): BIOL 1 or one year high school Biology; CHEM 1 and Math Level V; or equivalents

Recommended Preparation: BIOL 11 or BIOL 12 and Reading Level IV; English Level IV

Transfer Status: CSU/UC

51 hours Lecture/102 hours Lab This course is an introductory study of procaryotic and eucaryotic cell structure and function as well as basic viral structure and reproduction. Attention is given to life processes within cells and to interactions between cells. Coverage includes experimental design and statistical analysis; basic biotechnology concepts and techniques; DNA structure, function and gene expression; enzyme function; energetics; nutrient cycles in ecosystems; transport mechanisms; cytoskeletal components; cell communication (including nerve impulse conduction and signal transduction); cell reproduction; Mendelian and population genetics; cell evolution; and modern concepts of molecular biology. This course is designed for biology majors. Offered Spring only.

BIOL 15 - Introduction to Microbiology**5 Units**

Prerequisite(s): CHEM 110, or CHEM 1, or CHEM 51 or college chemistry equivalent and one year high school Biology or BIOL 1, or BIOL 2 or BIOL 20, or BIOL 21 or equivalents

Recommended Preparation: Reading Level IV; English Level IV; Math Level IV

Transfer Status: CSU/UC

51 hours Lecture/102 hours Lab

This course includes the study of the structure and function of viruses, bacteria, fungi and protozoa, with emphasis on the predominant pathogenic members of those groups. Study of basic organic chemistry, DNA structure and function, metabolism, microbe-host interactions, the immune response and etiological factors involved in disease are also included. Methods of detection, identification, isolation, culture, enumeration, and control of microbes are provided. Consideration is also given to applied and environmental microbiology, as well as biotechnology techniques. Graded only.

CHEMISTRY (CHEM)**CHEM 1 - General Chemistry I****5 Units**

Prerequisite(s): CHEM 110 or one year of high school Chemistry; Math Level V

Recommended Preparation: Reading Level IV; English Level IV

Transfer Status: CSU/UC

51 hours Lecture/102 hours Lab

This course provides the basic principles of chemistry with a quantitative emphasis. Topics include atomic theory, chemical bonding, molecular geometry, chemical reactions, stoichiometry, gases, thermochemistry, intermolecular forces and solutions. The two-semester sequence of CHEM 1 and CHEM 2 provides the basic chemical background needed for further investigations into our physical environment. This course is generally recommended for majors in science and engineering. Graded only.

CHEM 2 - General Chemistry II**5 Units**

Prerequisite(s): CHEM 1

Transfer Status: CSU/UC

51 hours Lecture/102 hours Lab

This course is a continuation of CHEM 1, General Chemistry I. Topics include chemical kinetics and equilibrium, acid-base and solubility equilibria, thermodynamics, oxidation-reduction, electrochemistry, coordination compounds, nuclear chemistry, introduction to organic chemistry and qualitative analysis. The two-semester sequence of CHEM 1 and CHEM 2 provides the basic chemical background needed for further investigations into our physical environment. Required for some majors in the sciences and engineering; not recommended for nursing or other applied science majors. Graded only.

CHEM 51 - Elementary Inorganic Chemistry**5 Units**

Prerequisite(s): CHEM 110 or one year high school Chemistry; Math Level V

Recommended Preparation: Reading Level IV; English Level IV

Transfer Status: CSU/UC

51 hours Lecture/102 hours Lab

This is a survey course in the principles of inorganic chemistry, including atomic theory and periodic properties, nuclear chemistry, electronic structure, chemical bonding, stoichiometry, gas behavior, solution chemistry, kinetics and equilibrium, acids and bases, oxidation and reduction, and elementary thermodynamics. It is recommended for allied health or applied science majors. Graded only.

CHEM 52 - Elementary Organic and Biochemistry**4 Units**

Prerequisite(s): CHEM 51

Transfer Status: CSU/UC

51 hours Lecture/51 hours Lab

This course provides an introduction to the chemistry of carbon compounds including organic nomenclature and functional group chemistry. Biochemistry topics include optical isomerism, carbohydrates, lipids, proteins and nucleic acids. Recommended for allied health and applied science majors. Graded only.

ENVIRONMENTAL HORTICULTURE (EH)**EH 20 - Introduction to Environmental Horticulture****3 Units**

Recommended Preparation: Reading Level III; English Level II; Math Level II

Transfer Status: CSU

34 hours Lecture/51 hours Lab

This is a general course in environmental horticulture with emphasis on nursery operations, landscaping, turf management, arboriculture and floral industries. Topics include basic botany, cultural practices, propagation, structures and layout, pest management, planting, transplanting, container gardening, houseplants, floral design, plant identification, turfgrass installation and care, and an extensive survey of the 'Green Industry' and career opportunities.

EH 28 - Turfgrass Management & Equipment**4 Units**

Recommended Preparation: Reading Level IV; English Level III; Math Level II

Transfer Status: CSU

51 hours Lecture/51 hours Lab

This course is an introduction to establishing, maintaining and managing turfgrasses that includes sports athletic fields, golf courses, parks, cemeteries, commercial and residential lawns. Discussion will focus on identification, installation, cultural requirements, and maintenance practices. The current merging areas of sports, golf course, and recreation turf management will be highlighted.

EH 30 - Irrigation Practices and Materials**3 Units**

Recommended Preparation: Reading Level IV; English Level III; Math Level II

Transfer Status: CSU

34 hours Lecture/51 hours Lab

This course is a study of the materials, equipment, installation procedures, operation and maintenance of landscape irrigation systems and their components.

EH 33 - Horticultural Plant Science**3 Units**

Recommended Preparation: Reading Level IV; English Level IV; Math Level III

Transfer Status: CSU

34 hours Lecture/51 hours Lab

This course is an introduction to the scientific principles of horticultural plant production and how humans modify plants and their environments to increase production and plant health. Topics will include genetics and flowering cycles, growth, propagation, photosynthesis, and reproduction. Basic botany will be integrated throughout the course to explain and expand on these topics. The concepts will be reinforced with an integrated laboratory research program.

EH 38 - Greenhouse Production**3 Units**

Recommended Preparation: Reading Level IV; English Level III; Math Level II

Transfer Status: CSU

34 hours Lecture/51 hours Lab

This course is a survey of the greenhouse industry. Emphasis will be placed on analysis, description, and operation of greenhouses and other forcing structures. The relationship of light, temperature, moisture, aeration, and humidity to plant growth will be described. Emphasis will be placed on potted plants grown for foliage or flowers, cut flowers and bedding plant production.

EH 40 - Wine Grape Cultivation**3 Units**

Recommended Preparation: Reading Level IV; English Level III; Math Level II

Transfer Status: CSU

51 hours Lecture

This course is an introduction to the science and industry of viticulture including grape growing, history, distribution, biology, anatomy, propagation, cultivated varieties, rootstocks, climate, vineyard practices, common diseases and pests.

EH 41 - Wine Growing Practices - Fall**3 Units**

Recommended Preparation: Reading Level IV; English Level III; Math Level II

Transfer Status: CSU

34 hours Lecture/51 hours Lab

This course will cover viticulture practices related to wine grapes for the fall and winter season including sugar and acid testing, harvesting, pruning, varietal selection and vineyard development. Emphasis will be placed on practical applications of viticulture.

EH 42 - Wine Growing Practices - Spring**3 Units**

Recommended Preparation: Reading Level IV; English Level III; Math Level II

Transfer Status: CSU

34 hours Lecture/51 hours Lab

This course will teach viticulture practices related to wine grapes for the spring and summer season including planning and planting a new vineyard, pest control, soils, frost control, irrigation practices, quality control measures and vineyard equipment use. Emphasis will be placed on practical applications of viticulture.

EH 44 - Wine Vineyard Management**3 Units**

Recommended Preparation: Reading Level III; English Level III; Math Level III

Transfer Status: CSU

51 hours Lecture

This course is designed for students to learn the responsibilities of vineyard management including diagnosis and correction of problems, vineyard development, financial projections and budgeting, labor contracting, labor supervision, and crop sale contracts as they relate to wine grapes.

EH 45 - Vineyard Pest and Disease Management**4 Units**

Recommended Preparation: Reading Level IV; English Level III; Math Level III

Transfer Status: CSU

51 hours Lecture/51 hours Lab

This course is a study of the identification and the biology of common vineyard pests and diseases. Techniques and strategies for sampling, monitoring and effective control measures will be covered. Pest management strategies for insects, weeds and diseases will be emphasized, including biological control and sustainable agricultural practices. We will also cover pesticide use, safety and compliance to State laws.

EH 46 - Vineyard Soils, Fertilizers and Irrigation**3 Units**

Recommended Preparation: Reading Level III; English Level III; Math Level III

Transfer Status: CSU

34 hours Lecture/51 hours Lab

This course is an introduction to the basic principles of soil science, minerals, nutrition, and plant/water relationships as they pertain to optimum yield and quality for wine, table and raisin grape production.

EH/AGS 60 - Principles of Integrated Pest Management**3 Units**

Recommended Preparation: Reading Level IV; English Level IV; Math Level III

Transfer Status: CSU

51 hours Lecture

This course covers the origin, history, and management of insect, plant pathogen, weed, and other pests of field and horticulture crops. Pest biology and life cycles are studied to demonstrate the use of various Integrated Pest Management (IPM) technologies for economic crop production. Pesticide regulations, application, formulations, and materials for specific uses are covered.

EH/AGS 61 - Plant Protection Materials**3 Units**

Recommended Preparation: Reading Level IV; English Level IV; Math Level III

Transfer Status: CSU

51 hours Lecture

This course will provide the history, laws and regulations, safe and responsible use, toxicology, risks, benefits, and sustainability in the use of horticultural and agricultural chemicals including pesticides, fertilizers, plant growth regulators, defoliant, and antimicrobials. Throughout the course applied examples will be used to generate discussion and aid in the students' ability to formulate integrated agrichemical management programs.

EH 70 - Plant Propagation and Nursery Practices**4 Units**

Recommended Preparation: Reading Level III; English Level II; Math Level II

Transfer Status: CSU

51 hours Lecture/51 hours Lab

This course prepares students considering careers in nursery operations as entry level technicians. Emphasis will be placed upon propagation by sexual and asexual methods, transplanting, physical and chemical plant control and other industry standard practices. The course will also deal with marketing, merchandising and sales as they relate to the nursery industry and its products.

EH 74 - Irrigation System Design**3 Units**

Recommended Preparation: Reading Level III; English Level III; Math Level III and EH 30 or prior irrigation experience

Transfer Status: CSU

51 hours Lecture

This course is a study of the materials and design theory of landscape irrigation and drainage systems. Special emphasis will be placed on pipe sizing, friction loss calculations, pressure requirements, pumping stations, points of connection and backflow prevention devices. The mathematic equations/calculations used for proper design and the complete assembly of all components will be of primary importance.

EH 80 - Arboriculture**3 Units**

Recommended Preparation: Reading Level III; English Level II

Transfer Status: CSU

34 hours Lecture/51 hours Lab

This course studies the selection, establishment and maintenance of trees and woody vegetation in the non-forest context. The guiding principles of arboriculture are presented, offering a framework for the practice of tree care. Included in these principles are the concept of tree care profiles and an overview of the management requirements of tree species.

EH 99 - Work Experience-EH**0.5 - 8 Units**

Prerequisite(s): Permission of Cooperative Work Experience Education advisor/instructor and employment supervisor

Transfer Status: CSU

30 - 600 hours Work Experience

Career Work Experience (CWE) is a course that gives students the opportunity to earn both a grade and units for what they learn on the job related to their vocational major while gaining practical work experience. Students may earn one semester unit of college credit in this course for each sixty hours of unpaid work experience (30-480 hours unpaid) or seventy-five hours of paid work experience (37.5-600 hours paid). Students may earn a maximum of sixteen units for all types of Work Experience (Career and General, with not more than six in General). Since skills/proficiencies are enhanced by supervised repetition and practice, this course may be repeated to a maximum of 16 units.

NATURAL RESOURCES (NR)**NR 20 - Introduction to Forestry and Natural Resources****3 Units**

Recommended Preparation: Reading Level IV; English Level III; Math Level II

Transfer Status: CSU/UC

51 hours Lecture

This course covers the history, philosophies, methods and science of silviculture as well as current regulation, legislation and adjudication of the public trust. Included is an introduction to the integrated management of forests and natural resources for the production of wood and fiber products. Other topics include the extraction and conservation of minerals and fossil fuels. Sustainability is stressed in all aspects of timber harvest and other natural resource use.

NR 55 - Wildlife Management**3 Units**

Recommended Preparation: Reading Level IV; English Level III

Transfer Status: CSU

51 hours Lecture

This course covers plant and animal ecology in relation to the principles of wildlife production and natural resource management. The scientific method is stressed in the study of wildlife biology/ecology with an introduction to peer-reviewed wildlife journals. Emphasis is placed on game and non-game species identification and taxonomy, sexing and aging criteria, population censusing and dynamics, trapping and marking techniques, and habitat restoration, conservation and preservation. Natural resource agencies, laws and law enforcement will also be covered.

NR 56 - Wildlife Management Laboratory**1 Unit**

Co-requisite(s): NR 55

Recommended Preparation: Reading Level IV; English Level III

Transfer Status: CSU

51 hours Lab

This course covers the hands-on study of plant and animal ecology in relation to the principles of wildlife production and natural resource management. The scientific method is stressed in the study of wildlife biology/ecology with an introduction to peer-reviewed wildlife journals and utilization in a laboratory project. Emphasis is placed on game and non-game identification and taxonomy, sexing and aging criteria, population censusing and dynamics, trapping and marking techniques, and habitat restoration, conservation and preservation. Natural resource agencies, laws and law enforcement will also be covered.

PLANT SCIENCE (PLS)**PLS 15 - Introduction to Plant Science****2 Units**

Recommended Preparation: Reading Level IV; English Level III; Math Level II

Transfer Status: CSU/UC

34 hours Lecture

This course is a survey of the basic principles and concepts of plant science which are applicable to the growth, production, and survival of plants. This course along with PLS 16 Basic Plant Science lab satisfies the Natural Science requirement for the Associate degree or the General Education Life Science Requirement.

PLS 16 - Basic Plant Science Laboratory**1 Unit**

Prerequisite(s): PLS 15 within the past 3 years (or concurrent enrollment)

Transfer Status: CSU/UC

51 hours Lab

A study of the principles and concepts of plant science which are applicable to the production, processing and use of plant products. This course is designed to satisfy the Natural Science requirement for Associate degree or the General Education - Life Science requirement in conjunction with PLS 15 - Introduction to Basic Plant Science. Since skills/proficiencies are enhanced by supervised repetition and practice, this course may be repeated two times.

PLS 20 - Basic Plant Science**3 Units**

Recommended Preparation: Reading Level IV; English Level IV; Math Level II

Transfer Status: CSU/UC

34 hours Lecture/51 hours Lab

The course is a study of the basic principles and concepts of plant science which are applicable to the growth, production, and survival of plants.

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

June 29, 2011

Subject: Approval of Warrants	Item No: 11-6672 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Finance	Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By: <i>Dr. Van Der Ploeg</i> Dr. Van Der Ploeg Superintendent/President

It is recommended that the Board of Trustees approve the vendor and payroll warrants for the period of May 1, 2011 to May 31, 2011.

Type of Warrant	Check Sequence	Total
Vendor	541447 - 542703	\$ 2,656,529.36
Payroll	467560 - 468721	\$ 3,062,980.83

Warrant registers are available for review in the Business Office.

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

June 29, 2011

Subject: Ratification of Contracts	Item No: 11-6673 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Finance/Contracts	Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By: <u>Dr. Van Der Ploeg</u> Dr. Van Der Ploeg Superintendent/President

Background

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

Status

The attached Contracts Ratification Report represents contracts entered into on behalf of the District during the month of May 2011. The Superintendent/President or Vice President for Administration has executed the necessary documents.

Recommendation

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

**Butte-Glenn Community College District
Contracts Ratification Report
Contracts, Grants and Change Orders Signed by the Superintendent/President or Designee
May 1 - 31, 2011**

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Cost)	Originated by: District Department	Approved by: District Admin
6/13/11	8/4/11	Chico Unified School District	Facility Use Agreement for Summer School	(\$200.00)	CHICO/GLENN CTRS	Meler
6/3/11	6/7/11	Sea Breeze Vacation Rentals	House Rental for Horticulture Club Field Trip	(\$1,673.00)	ASSOC STUDENTS	Renville
6/3/11	6/7/11	Sea Breeze Vacation Rentals	House Rental for Horticulture Club Field Trip	(\$1,829.50)	ASSOC STUDENTS	Renville
5/4/11	N/A	Joseph M. Matthews MD, Inc.	Career Work Experience Education Agreement	\$0.00	JOB PLACEMENT	Renville
5/19/11	n/a	Peterson Design	Career Work Experience Education Agreement	\$0.00	JOB PLACEMENT	Renville
7/1/10	6/30/12	Chancellor's Office California Community Colleges	Grant Agreement Amendment EWD Strategic Priority Leadership, Training and Development Institute to extend term	\$0.00	ECON WORK DEV	Meler
7/1/10	3/31/12	Chancellor's Office California Community Colleges	Grant Agreement Amendment EWD Strategic Priority Leadership, Coordination and Technical Assistance to extend term	\$0.00	HWI	Meler
7/1/10	2/28/13	Chancellor's Office California Community Colleges	Grant Agreement Amendment Transfer and Articulation Management of the Transfer Counselor Web Site to extend term and increase funding	\$175,000.00	TRANSFER CENTER	Renville
12/1/10	3/31/12	Chancellor's Office California Community Colleges	Grant Agreement Amendment EWD Career Technical Education: Strategic Hubs amendment to extend term and increase funding	\$97,500.00	HWI	Meler
4/1/11	3/31/13	Chancellor's Office California Community Colleges	Grant Agreement CTE Pathways Initiative CTE Community Collaborative Projects	\$400,000.00	HWI	Meler
4/1/11	3/31/13	Chancellor's Office California Community Colleges	Grant Agreement CTE Pathways Initiative CTE Community Collaborative Projects Supplemental	\$130,000.00	CAREER & EMPLOY SVCS	Renville
12/1/09	2/28/12	Chancellor's Office California Community Colleges	Grant Agreement Amendment EWD Career Technical Education: Strategic Hubs amendment to extend term	\$0.00	HWI	Meler
9/1/11	8/31/12	Eureka, The California Career Information System	Agency/User Site License	(\$2,217.26)	CAREER & EMPLOY SVCS	Renville
5/10/11	N/A	The Port Authority of New York and New Jersey	Legal Transfer of World Trade Center Artifact	\$0.00	PUBLIC SAFETY ED	Meler
7/1/11	6/30/12	School Services of California, Inc.	Community College Update and Mandate Information Services	(\$4,200.00)	ADMINISTRATION	Suleski
8/20/11	8/19/12	Dallas County Community College District	Dallas TelLearning Courseware Use and License Agreements	(\$1,000.00)	DISTANCE ED	Meler
5/31/11	5/31/12	Datatel Inc.	WebAdvisor eAdvising Professional Services	(\$8,000.00)	INFO SERVICES	Jauron
5/31/11	6/30/12	Datatel Inc.	WebAdvisor eAdvising Enhancement and Support Services	(\$4,065.00)	INFO SERVICES	Jauron
5/31/11	N/A	Datatel Inc.	WebAdvisor eAdvising Perpetual Term Software License	(\$18,000.00)	INFO SERVICES	Jauron
2/14/11	2/14/12	Visualzen, Inc.	Visualzen ASP License Agreement	(\$3,000.00)	RECRUIT/OUTREACH	Renville
5/24/11	5/24/11	Ritchie Bros. Auctioneers (America) Inc.	Contract to Auction Surplus Property	(Cost) Auction Commission based on gross sale price	AGRICULTURE	Meler
5/13/11	5/13/14	Direct USA, LLC	IdeaBooks for Students	\$0.00	RECRUIT/OUTREACH	Renville
7/1/11	6/30/12	Keenan & Associates	Consulting Services Employee Group Plans	(\$3,783.96)	HUMAN RESOURCES	Suleski

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**Butte-Glenn Community College District
Contracts Ratification Report
Contracts, Grants and Change Orders Signed by the Superintendent/President or Designee
May 1 - 31, 2011**

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue / (Cost)	Original District Department	Approved by District Administrator
4/28/11	4/28/12	The National Endowment for Financial Education	Website Agreement for cashcourse.org use by TRIO students	\$0.00	TRIO	Renville
5/10/11	N/A	CertifiedBackground.com	Immunitization Tracker for Allied Health Students	\$0.00	HEALTH OCCPNS	Meier
4/26/11	4/26/13	Kaplan, Inc.	Integrated Testing with NCLEX-PN Preparation Agreement for LVN Students	\$0.00	HEALTH OCCPNS	Meier
4/14/11	4/14/12	Enloe Medical Center	Contract Education Services	\$5,000.00	CONTRACT ED	Meier
7/5/11	7/28/11	The CSU, Chico Research Foundation for its American Language & Culture Institute	Contract Education Services	(\$11,250.00)	CONTRACT ED	Meier
4/15/11	6/30/11	Cascade Orthopedic Supply	Contract Education Services	(\$3,375.00)	CONTRACT ED	Meier
4/9/11	6/25/11	Solano Community College	Services supporting California Corporate College CCCC EWD Program Grant and PG&E Contract	(\$23,033.00)	ECON WORK DEV	Meier
4/9/11	6/25/11	Allan Hancock Joint Community College District	Services supporting California Corporate College CCCC EWD Program Grant and PG&E Contract	(\$23,033.00)	ECON WORK DEV	Meier
4/6/11	N/A	Solano Community College	California Corporate College Membership	\$500/annually	ECON WORK DEV	Meier
5/10/11	5/10/11	DPMG Corp.	Services supporting California Corporate College	(\$1,000.00)	ECON WORK DEV	Meier
4/1/11	6/30/13	California Department of Corrections and Rehabilitation	California Corporate College services for CDCR Adult Programs Rehabilitation Skills Training Program Development and Delivery	\$1,938,231.00	ECON WORK DEV	Meier
4/15/11	6/15/11	Yosemite Community College District	Services supporting CCCC EWD Training & Development Institute Grant.	(\$2,400.00)	ECON WORK DEV	Meier
4/20/11	5/14/11	Los Rios Community College District	Amendment to Subcontract supporting CCCC EWD Program Grant & PG&E Contract to increase compensation	(\$3,482.74)	ECON WORK DEV	Meier
4/20/11	6/25/11	Ohlone Community College District	Amendment to Subcontract supporting CCCC EWD Program PG&E Solar Training Project	(\$13,943.50)	ECON WORK DEV	Meier
5/25/11	8/15/11	California Conservation Corps	California Corporate College services for Career Pathways Project Phase 2.5	\$25,825.00	ECON WORK DEV	Meier
5/3/11	N/A	Merced Community College	California Corporate College Membership	\$500/annually	ECON WORK DEV	Meier
8/15/11	8/15/11	Michele Deck	Creative Teaching Strategies for the Millennial Generation Workshop	(\$4,900) + travel	HWT	Meier
4/1/11	6/30/11	Alliance for Workforce Development, Inc.	Training Services for Governor's Green Challenge Grant	\$75,000.00	HWT	Meier
4/15/11	6/30/11	BW Research	Subcontract supporting CCCC Discipline/Industry Collaborative for Health Occupations Grant	(\$30,000.00)	HWT	Meier
4/25/11	6/30/11	Accularm Security Systems	DVR Replacements (2)	(\$14,961.10)	FPM	Suleski
4/25/11	6/30/11	Accularm Security Systems	Exterior Cameras Equipment & Installation	(\$10,153.08)	FPM	Suleski
5/18/11	N/A	Chico Electric/DPR Energy	Change Order Solar Phase III Project Chico Center	(\$70,390.76)	FPM	Suleski
5/12/11	12/31/11	Gallaway Consulting, a division of Northstar Engineering	Consultant Services Facilities Master Plan and Associated CEOA/Environmental Documentation	(\$60,240) + FPM	FPM	Suleski
5/10/11	N/A	Pacific Gas & Electric Company	Interconnection Agreement for Net Energy Metering of Solar or Wind Electric Generating Facilities Solar Phase III Technology	Reimbursables \$0.00	FPM	Suleski

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**Butte-Glenn Community College District
Contracts Ratification Report
Contracts, Grants and Change Orders Signed by the Superintendent/President or Designee
May 1 - 31, 2011**

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue / (Cost)	Originated by: District Department	Approved by: District Administrator
5/10/11	N/A	Pacific Gas & Electric Company	Interconnection Agreement for Net Energy Metering of Solar or Wind Electric Generating Facilities Solar Phase III Library	\$0.00 FPM	CCC TECH CENTER	Suleski
5/10/11	N/A	Pacific Gas & Electric Company	Interconnection Agreement for Net Energy Metering of Solar or Wind Electric Generating Facilities Solar Phase III LRC	\$0.00 FPM	CCC TECH CENTER	Suleski
3/1/09	12/31/11	San Diego State University Research Foundation	Amendment to Agreement for Technology Services supporting CVC Grant to extend term	\$0.00	CCC TECH CENTER	Jauron
5/1/11	12/31/11	The Regents of the University of California, Santa Barbara	MOU for services supporting CVC Grant	(\$52,000.00)	CCC TECH CENTER	Jauron
4/25/11	6/30/12	MyEdu Corporation	Agreement for Technology Services supporting CVC Grant	\$0.00	CCC TECH CENTER	Jauron
4/1/11	6/15/11	RP Group	Agreement for Technology Services supporting CCC Technology Center Grant	(\$4,500.00)	CCC TECH CENTER	Jauron

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

June 29, 2011

Subject: Authorization to Enter into Contracts	Item No: 11-6674 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Finance/Contracts	Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By: <i>Dr. Van Der Ploeg</i> Dr. Van Der Ploeg Superintendent/President

Background

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

Status

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

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

Recommendation

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

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

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue / (Cost)	Originated by: District Department	Approved by: District Administrator
7/1/11	6/30/12	Lozano Smith	Legal Services	Cost based on services used	ADMINISTRATION	Suleski

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

June 29, 2011

Subject: Disposition of Surplus Property	Item No: 11-6675 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Finance/Facilities	Action <input type="checkbox"/> Information <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By: <u>Dr. Van Der Ploeg</u> Dr. Van Der Ploeg Superintendent/President

Background

Education Code Section 81450 et. seq. permits the Board of Trustees to dispose of any property belonging to the District if the property is not required for school purposes, is in need of replacement, or is unsatisfactory or not suitable for school use.

In accordance with applicable law, Administrative Procedure 6550 provides the method and manner of disposal of District property meeting the above requirements of Education Code 81450.

Status

Attached for the Board's information is a list of property deemed surplus in accordance with Administrative Procedure 6550.

Surplus Property Disposal December 2010 – May 2011

Make/Model	License Plate	VIN Number	Disposition
1973 Dodge Flatbed Truck D-600	683475	D61FG3J004005	Sold at Auction
1984 Ford Flatbed Diesel F-350	1082588	1FDJ3715FPA02521	Sold at Auction

Quantity	Item Description	Disposition
12	400w Mercury Vapor Hi-Bay lights	Donated – Habitat for Humanity
88	Florescent lighting fixtures w/ballasts, diffusers and grille guards	Donated – Habitat for Humanity
115	Computer Towers	Donated – Computers for Classrooms
108	Monitors	Donated – Computers for Classrooms
8	Printers	Donated – Computers for Classrooms
1	1962 Hough Loader, Serial # 16B1904, Model H50B	Sold at Auction
1	1980 Versatile Wheel Tractor, Serial #136335, Model 555	Sold at Auction
5	VCR's	Donated – Computers for Classrooms
2	Typewriters	Donated – Computers for Classrooms
4	Overhead Projectors	Donated – Computers for Classrooms
2	12'X60' Walden Structures Inc., modular construction trailers Serial#s: 11365, 11366	Sold on eBay
1	Television	Donated – Computers for Classrooms
3	Laptops	Donated – Computers for Classrooms
7	Copiers	Donated – Computers for Classrooms
2	Rapiscan Scanning Machines	Donated – Computers for Classrooms
4	LN-7 Wire Feeders	Scrapped – Chico Scrap Metal
2	Arc Welders	Scrapped – Chico Scrap Metal

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

June 29, 2011

Subject: Approval of Personnel Consent Agenda	Item No: 11-6676 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Human Resources	Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By: <i>Dr. Van Der Ploeg</i> Dr. Van Der Ploeg Superintendent/President

Recommendation

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

VICE PRESIDENTS

1. Ratification of Employment Contracts
 - Vice President for Administration
 - Vice President for Learning and Economic Development
 - Vice President for Planning and Information
 - Vice President for Student Services

MANAGEMENT*

2. Employment of HR Specialist-Personnel Services (60%)(Due to Incumbent Retirement) - Cheryl Pustejovsky
24 hours per week, 12 months per year
Status: Probationary
Salary: MSC 2
Effective: July 1, 2011
3. Voluntary Reassignment in Lieu of Layoff - Gordon Cremer
From: Executive Director Butte Center for Technology and Research, CCC Technology Center/CVC
To: Director, Information Technology
Effective: July 1, 2011
4. Voluntary Demotion in Lieu of Layoff - Nancy Jensen
From: Registrar
Salary: MSC 12
To: Supervisor, Student Services
Salary: MSC 9
Effective: July 1, 2011

Information Item: *The following resignation and retirement were previously accepted by the President on behalf of the Board per Board policy:*

5. Resignation of Statewide Programs Manager, CVC - Lisa Buschmann
Effective: May 16, 2011
6. Retirement of Director, FPM - Michael Miller
Effective: September 1, 2011

ACADEMIC*

7. Employment of Full-time, Tenure Track, Nursing Instructor - Sonya Rose
Status: Probationary
Salary: Placement on the Academic Salary Schedule as determined by education and experience.
Effective: August 1, 2011
8. Employment of Full-time, Tenure Track, Welding Instructor (Due to Incumbent Retirement)
- Christopher Armitage
Status: Probationary
Salary: Placement on the Academic Salary Schedule as determined by education and experience.
Effective: August 1, 2011

9. Employment of Full-time, Temporary, Non-Tenure Track (Grant Funded), Nursing Instructors – Sara Bailey, Janet Ellis, Naomi Mojica, Shauna Price
 Status: Temporary Instructors per EC 87478
 Salary: Placement on the Academic Salary Schedule as determined by education and experience.
 Effective: August 1, 2011
10. Employment of Full-Time, Temporary Nursing Instructors – John Beadle, Shannon Claiborne
 Status: Temporary Instructors per EC 87482(c)(1)
 Salary: Placement on the Academic Salary Schedule as determined by education and experience.
 Effective: August 1, 2011
11. Employment of Full-time, Temporary, Non-Tenure Track ESL Instructor – Cathy Chase
 Status: Temporary Instructor per EC 87478
 Salary: Placement on the Academic Salary Schedule as determined by education and experience.
 Effective: August 1, 2011
12. Employment of Full-Time, Temporary, Non-Tenure Track (Grant Funded), VESL Instructor – Jay Goldberg
 Status: Temporary Instructor per EC 87478
 Salary: Placement on the Academic Salary Schedule as determined by education and experience.
 Effective: August 1, 2011
13. Employment of Full-time, Temporary, Non-Tenure Track Adult Basic Education, Career Planning Instructor (170 days) – Brian Donnelly
 Status: Temporary Instructor per EC 87478. Contract renewed annually dependent upon continuation of CalWORKS funding.
 Salary: Placement on the Academic Salary Schedule as determined by education and experience.
 Effective: July 1, 2011 to June 20, 2012. Assignment will be month to month for the 2011/2012 Academic Year pending continuation of funding.
14. Employment of Full-Time, Temporary, Non-Tenure Track (Grant Funded), CAD/Drafting Instructor – John Dahlgren
 Status: Temporary Instructor per EC 87478
 Salary: Placement on the Academic Salary Schedule as determined by education and experience.
 Effective: August 1, 2011
15. Employment of Temporary Instructors, Summer Session 2011 – Attachment “A”
 Part-Time Instructors recommended for employment effective Summer Session 2011, per EC 87482.5.
16. Assignment of Student Success Coordinator (40%), Nursing – Brenda Johansson
 Effective: Academic Year 2011/2012
17. Discontinuance of assignment as Chairperson II, Art – Alexandra O’Neil
 Effective: August 1, 2011
18. Assignment of Chairperson I (40%), Social and Behavioral Sciences – Christine Wood
 Effective: Academic Year 2011/2012
19. Assignment of Chairperson I (40%), Sociocultural Sciences – Michael Findlay
 Effective: Academic Year 2011/2012
20. Assignment of Chairperson II (40%), Art and Drama – David Cooper
 Effective: Academic Year 2011/2012
21. Discontinuance of assignment as Chairperson II, Digital Art and Design – Daniel Donnelly
 Effective: August 1, 2011
22. Assignment of Chairperson II (40%), Digital Art and Design and Music – Mark Hall
 Effective: Academic Year 2011/2012
23. Assignment of Chairperson II, Family and Consumer Studies (25%) and Residential Home Care (5%) – Kathie McAfee
 Effective: Academic Year 2011/2012
24. Assignment of Chairperson I (30%), Communications – Stacey Bartlett
 Effective: Academic Year 2011/2012
25. Assignment of Chairperson I (50%), BCIS – Sandra Sloan
 Effective: Academic Year 2011/2012
26. Discontinuance of assignment as Coordinator, Athletic Training Program – Mario Vela
 Effective: August 1, 2011
27. Assignment of Chairperson I (50%), Physical Education – Mario Vela
 Effective: Academic Year 2011/2012
28. Assignment of Chairperson I (50%), Business Education – Donna Weaver
 Effective: Academic Year 2011/2012
29. Assignment of Chairperson I (50%), LEAD – Teresa Ward
 Effective: Academic Year 2011/2012
30. Assignment of Chairperson I (50%), Mathematics – Mark Mavis
 Effective: Academic Year 2011/2012

31. Assignment of Chairperson I (40%), Biology - Gary Fugle
Effective: Academic Year 2011/2012
32. Discontinuance of Assignment as Chairperson I, Physical Science - Penny Lillie
Effective: August 1, 2011
33. Assignment of Chairperson I (40%), Physical Science - Michael Panunto
Effective: Academic Year 2011/2012
34. Assignment of Co-Chairpersons (25%), Nursing - Susan Craig, Jonathan Smith
Effective: Academic Year 2011/2012
35. Assignment of Co-Chairpersons (25%), Language Arts - Leslie Henson, Tracy Johnson
Effective: Academic Year 2011/2012
36. Assignment of Chairperson II (30%), Humanities - Christine Trolinger
Effective: Academic Year 2011/2012
37. Assignment of Chairperson II (25%), EMT/Paramedic - Belinda Schafer
Effective: Academic Year 2011/2012
38. Assignment of Chairperson II (25%), Respiratory Care - Donna Davis
Effective: Academic Year 2011/2012
39. Assignment of Coordinator, Transfer Center - Ray Rodriguez
Effective: Academic Year 2011/2012
40. Assignment of Coordinator, Counseling - Susan Carey
Effective: Academic Year 2011/2012
41. Assignment of Coordinator I (25%), Remedial Math - Laurie Kincheloe
Effective: Academic Year 2011/2012
42. Assignment of Coordinator II (20%), Honors - Tracy Johnson
Effective: Academic Year 2011/2012
43. Assignment of Coordinator I (20%), Foreign Language - Ileana Gantt
Effective: Academic Year 2011/2012
44. Assignment of Coordinator (15%), Technology Mediated Instruction - Dan Barnett
Effective: Academic Year 2011/2012
45. Assignment of Faculty Coordinator (50%), Professional Development - Carol Stanley-Hall
Effective: Academic Year 2011/2012
46. Assignment of Articulation Officer (6.66%), Honors - Tracy Johnson
Effective: Academic Year 2011/2012
47. Assignment of Coordinator (40%), First Year Experience - Jo Anne Cripe
Effective: Academic Year 2011/2012
48. Assignment of Coordinator I (25%) Horticulture - Jared "Tip" Wilmarth
Effective: Academic Year 2011/2012
49. Assignment of Coordinator II (10%), Food and Nutrition - Maggi Dorsett
Effective: Academic Year 2011/2012
50. Discontinuance of Assignment as Curriculum Committee Chairperson - Lyman Hagen
Effective: August 1, 2011
51. Assignment of Chairperson I (50%), Agriculture Instructor - Lyman Hagen
Effective: Academic Year 2011/2012
52. Assignment of Curriculum Committee Chairperson (40%), John "Boyd" Trolinger
Effective: Academic Year 2011/2012
53. Assignment of Chairperson II (30%), Computer Science and Design - John "Boyd" Trolinger
Effective: Academic Year 2011/2012
54. Assignment of Co-Coordinators (25%), Student Learning Outcomes - Kenneth Bearden, Suzanne Gripenstraw
Effective: Academic Year 2011/2012
55. Discontinuance of Assignment as Chemical Hygiene Officer - Tony Wren
Effective: August 1, 2011
56. Discontinuance of Assignment as Assistant to the President for Int'l Relations - Dukuan Sun
Effective: August 1, 2011
57. Assignment of Chairperson II (40%), Welding - Don Robinson
Effective: Academic Year 2011/2012
58. Assignment of Chairperson II (25%), Automotive Technology - George Medina
Effective: Academic Year 2011/2012

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

59. Resignation of Nursing Instructor - Holli Kralj
Effective: May 31, 2011

CLASSIFIED*

60. Employment of Administrative Secretary, Non-Instructional, Student Activities (Due to Incumbent Retirement)
- Mallory Holt
40 hours per week, 11 months per year
Status: Probationary
Salary: Range 24
Effective: August 1, 2011
61. Reclassification of Position - Christopher Madden
From: Technical Services Assistant, FP&M
Salary: Range 27
To: Technical Services - Energy Analyst, FP&M
Salary: Range 31
Effective: July 1, 2011
62. Voluntary Workload Reduction and Reassignment in Lieu of Layoff - Geraldine Thomson
From: Administrative Secretary II (100%), Transfer Center, Counseling
40 hours per week, 12 months per year
To: Administrative Secretary II (60%), Admissions and Records
24 hours per week, 12 months per year
Effective: July 1, 2011
63. Voluntary Reassignment in Lieu of Layoff - Katherine Shaw
From: Administrative Secretary II, Career and Employment Services
40 hours per week, 12 months per year
To: Administrative Secretary II, Transfer Center Counseling
40 hours per week, 12 months per year
Effective: July 1, 2011
64. Voluntary Reassignment in Lieu of Layoff - Janet Larson
From: Administrative Secretary I, Student Activities/TRIO
20 hours, 12 months per year Student Activities/20 hours per week, 12 months per year TRIO
To: Administrative Secretary I, Counseling
40 hours per week, 11 months per year
Effective: July 1, 2011
65. Voluntary Workload Reduction and Location Reassignment in Lieu of Layoff - Suzanne Sierra
From: Instructional Career Specialist, Career and Employment Services
40 hours per week, 12 months per year
To: Instructional Career Specialist
20 hours per week, 12 months per year Career and Employment Services, and
17 hours per week CAS, 12 months per year CAS
66. Voluntary Workload Reduction and Reassignment in Lieu of Layoff - Mark Holder
From: Instructional Aide, CSCI
40 hours per week, 11 months per year
To: Instructional Aide, EOPS
24 hours a week, 9 months per year
Effective: July 1, 2011
67. Voluntary Workload Reduction and Reassignment in Lieu of Layoff - Lee Carpenter
From: Instructional Aide, EOPS
24 hours per week, 9 months per year
To: Instructional Aide, CAS
20 hours per week, 9 months per year
Effective: July 1, 2011
68. Voluntary Demotion and in Lieu of Layoff - John "Randy" Heinke
From: Equipment Coordinator, Agriculture/Natural Resources
40 hours per week, 12 months per year
Salary: MSC 11
To: Agricultural Instructional Equipment Mechanic, Agriculture and Natural Resources
40 hours per week, 11 months per year
Salary: CSEA Range 25
Effective: July 1, 2011

TEMPORARY EMPLOYEES*

69. Special Project:

Administrative Secretary III, Business Education - Jill Hedman

Salary: \$23.28 per hour (07/05/11 - 07/18/11)

70. Substitutes:

Assistant Children's Program Assistants, CDC - Marianne Downing, Michelle Jurickovich, Carolyn Scarbrough, Ana Lidia Valdez

Salary: \$14.51 per hour (08/22/11 - 06/30/12)

Custodians I, FP&M - James Dean III, Matthew Ferguson, Orlando Garcia, Calvin Lindeman, Ker Lor, Xiong Lor, Jose Magallon, Drew Sloan

Salary: \$14.51 per hour (07/01/11 - 06/30/12)

Administrative Secretary I, CDC - Amanda Bruce

Salary: \$14.51 per hour (08/22/11 - 06/30/12)

Grounds Technician I, FP&M - Jose Magallon

Salary: \$14.51 per hour (07/01/11 - 06/30/12)

Desktop and Network Technician, Desktop and Network Services - James Cheatham

Salary: \$19.98 per hour (07/01/11 - 08/15/11)

71. Seasonal/On-Call

Retail Clerks, Bookstore - Attachment "B"

Salary: \$11.03 per hour (07/01/11 - 06/30/12)

Clerk I, Foundation - Vicki Tam

Salary: \$11.91 per hour (07/01/11 - 06/30/12)

Employees Impacted by Budget Reductions Available for Temporary/On-Call Assignments

Bookstore: Wendy Bocast, Kevin Bodenham, Salen Lor, Julie Scarpelli, Lorna Smallwood, Vicki Tam, Mary Vang, Mai Xiong

Custodial/Grounds: Wendy Bocast, Kevin Bodenham, Salen Lor, Julie Scarpelli

Clerical: Wendy Bocast, Raquel Rios, Julie Scarpelli, Lorna Smallwood, Vicki Tam, Patty Travis, Mary Vang

Crime Scene Actor: Wendy Bocast, Julie Scarpelli, Lorna Smallwood

Other: Wendy Bocast, Kevin Bodenham, Julie Scarpelli, Lorna Smallwood, Vicki Tam

Effective: 07/01/11 - 06/30/12

72. Professional Experts:

Professional Experts, Contract Education - Rico Cuneo, Jennifer Nelsen (\$32.00 per hour), Joc Clark, George Grams, Greg January, Michelle Olson, Margaret Schmidt (\$100.00 per hour)(07/01/11 - 06/30/12)

Medical Director, Student Health Clinic - Terrence Fraters

Salary: \$90.00 per hour (05/31/11 - 06/30/11)(07/01/11 - 06/30/12)

Mental Health Specialist, Student Health Clinic - Maureen Hernandez

Salary: \$65.00 per hour (07/01/11 - 06/30/12)

Professional Experts, EMT/Paramedics - Tonya Rott, Kimberly Scheiman

Salary: \$14.46 per hour (07/01/11 - 06/30/12)

Sign Language Interpreter, Student Services - Patricia Sokoll

Salary: \$27.00 per hour (05/01/11 - 06/30/11)

Professional Expert, Foundation - Joshua Siegel

Salary: \$15.97 per hour (07/01/11 - 09/30/11)

Professional Expert, CalWORKS - Shirley Dollard

Salary: \$60.00 per hour (07/01/11 - 06/30/12)

73. Internships:

Paid Interns:

CDC Interns - Clara Barber, Abigail Clark, Laura Patton, Rawni Ross

Salary: \$8.50 per hour (08/22/11 - 06/30/12)

CSU Intern, Associated Students - Luann Manss

Salary: \$10.00 per hour (08/01/11 - 06/30/12)

*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
JUNE 29, 2011**

**TEMPORARY INSTRUCTORS – SUMMER SESSION 2011
ATTACHMENT “A”**

<u>LAST NAME</u>	<u>FIRST NAME</u>		<u>LAST NAME</u>	<u>FIRST NAME</u>
Appel	Rolfe		Lefkowitz	Todd
Asbury	Timothy		Leveto	Paul
Banks	Christopher		Lydon	Dean
Barber	George		MacKenzie	Scott
Beadle	John		Maloney	Michael
Beryar	Karl		Marshall	Bryan
Blachley	John		Marshall	Sheri
Bokavich	Casey		Meadows	Gary
Booth	Lillian		Montgomery	Mark
Bootman	Scott		Moore	Brian
Brindley	Peter		Moore	Roger
Brown	Monica		Nicodemus	Christopher
Carrillo	John		O'Quin	Sharon
Chinchay	Marco		Raymond	David
Clippinger	Terence		Reisinger	Jason
Coulombe	Kevin		Rives	Jodi
Crosswhite	Donald		Robinson	Trevor
Dalton	Lola		Rodman	Daniel
Dawson	Susan		Sanders	Allen
Dineen	Leland		Sbarbaro	Victor
Dulgar	Scott		Schoelkopf	John
Edgmon	Michael		Scholar	Gary
Finkbiner	Donald		Scott	Kim
Gonzalez	Jennifer		Seipert	Matthew
Gonzalez	Rina		Slightom	Shelly
Hall	David		Smith	Laura
Hennessy	April		Snelgrove	Mark
Heston	Koby		Switzer	Charles
Holeman	Lisa		Tange	Mark
Honea	Kory		Thomas	Michael
Hughes	Gary		Turner	Kathleen
Hutcheson	Donald		Way	Lori
Jones	Larry		Wenger	Christopher
Jordan	Jeffrey		Wines	Jason
Kenyon	Rodney		Wolfe	Matthew
Klassen	Kenneth		Zalesny	Matthew
Kongkeoviman	Bounpon			
Lee	Yuk King			

**BUTTE-GLENN COMMUNITY COLLEGE DISTRICT
MEETING OF THE BOARD OF TRUSTEES
JUNE 29, 2011**

**RETAIL CLERKS, BOOKSTORE
ATTACHMENT "B"**

<u>LAST NAME</u>	<u>FIRST NAME</u>
Abashier	Chad
Angle	Jeanne
Belcher	Michael
Camozzi	Jan
Castrop	Margaret
Chatters	Travis
Crete	Thomas
Crowder	Rebecca
Davis	Michael (Phoenix)
Dobkins	Patricia
Dobkins	Ryan
Fischer	Jesse
Fueston	Richard
Gallivan	Molly
Garrison	Amber
Gomes	Heather
Greer	Andrew
Griggs	Sherilyn
Hefner	Allison
Hefner	Jerri Ann
Infield	Max

<u>LAST NAME</u>	<u>FIRST NAME</u>
Johnson	Joan
Klimper	Cindy
Lawver	Linda
Likens	Dixie
Lovelace	Maxine
McCloy	Bonnie
Murdoch	Shandi
Murillo	Ernesto
Norman	Cyndie
On	Michael
Reichert	Jay
Romanshek	David
Shannon	Kimberly
Simpson	Jennifer
Sopha	Jason
Spellman	William
Stohlman	Justin
Stohlman	Verena
Townsend	James (Tony)
Vanella	Karen
Vanella	Travis

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

June 29, 2011

Subject: Emeritus Recommendation	Item No: 11-6677 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Administration	Action <input checked="" type="checkbox"/> Regular <input checked="" type="checkbox"/> Information <input type="checkbox"/> Consent <input type="checkbox"/>

Background

Dr. Diana Van Der Ploeg has served as Butte College Superintendent/President since August 1, 2003. Her vision, leadership, and heart for Butte College have been truly exceptional. Her legacy is evident, not only in the physical appearance of the campus, but in the atmosphere she fostered, and in her motto that Butte College would always put students first and always strive to be the best community college in California.

Status

Vice Presidents Les Jauron, Ken Meier, Al Renville, and Andy Suleski respectfully submit the recommendation of Dr. Diana Van Der Ploeg as President Emeritus of Butte College.

Recommendation

It is recommended that the Board of Trustees grant President Emeritus status to Dr. Diana Van Der Ploeg.

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

June 29, 2011

Subject: Adoption of Resolution No. 677, Reduction of Classified Employee Services	Item No: 11-6678 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Human Resources	Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input checked="" type="checkbox"/> Consent <input type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By: <i>Dr. Van Der Ploeg</i> Dr. Van Der Ploeg Superintendent/President

Background

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

Status

One Administrative Secretary-Grants, Small Business Development Center position will be permanently reduced by one-half (0.5 F.T.E.).

Recommendation

It is recommended that the Board adopt Resolution No. 677, authorizing the President, or designee, to effect the layoff/reduction 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)
Reduction of Classified)
Employee Services Effective the)
2011-2012 School Year) **RESOLUTION NO. 677**
_____)**

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 15th day of August 2011, certain services now being provided by said Butte-Glenn Community College District be discontinued by the following extent:

Permanently reduce the position of Administrative Secretary – Grants,
Small Business Development Center by one-half (0.5) F.T.E.

NOW, THEREFORE, BE IT RESOLVED, that as of the 15th day of August 2011, one (1) classified position of the BUTTE-GLENN COMMUNITY COLLEGE DISTRICT be reduced to the extent 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 reduction 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 29th day of June 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

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

June 29, 2011

Subject: Adoption of Resolution No. 675, Authorizing Lease of Real Property to the County of Butte	Item No: 11-6679 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Finance/Contracts	Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input checked="" type="checkbox"/> Consent <input type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By: <u>Dr. Van Der Ploeg</u> Dr. Van Der Ploeg Superintendent/President

Background

The District was presented with an opportunity to enter into a partnership with the County of Butte ("County") and the California Department of Forestry and Fire Protection ("CDF") on a project that would include a County-owned fire station and fire training facility.

District staff reported to the Board of Trustees on March 28, 2007, that the proposed project would improve services to the growing resident population in the area and provide opportunities for on-the-job training for Butte College students; and that the District was interested in leasing property to the County.

The County has agreed to undertake the planning, financing, construction, operation, and maintenance of a fire station and a fire training facility on the main campus of the District.

Status

District staff has identified a location on the main campus to designate as the site for the project: two acres immediately adjacent to Williams Road and Durham Pentz Road. District staff has worked with District's legal counsel and County staff to negotiate the details and develop a Ground Lease agreement.

Before the District can enter into a lease with the County, the Board must adopt by a unanimous vote, a resolution authorizing the lease and prescribing the terms of the lease; then publish such resolution in a local newspaper. The attached resolution defines the general terms of the lease.

Recommendation

It is recommended that the Board of Trustees adopt Resolution No. 675 as presented to authorize the District to enter into a lease with the County of Butte upon the prescribed terms and conditions.

BUTTE-GLENN COMMUNITY COLLEGE DISTRICT
Meeting of the Board of Trustees

June 29, 2011

RESOLUTION NO. 675
AUTHORIZING LEASE OF REAL PROPERTY TO COUNTY OF BUTTE

WHEREAS, pursuant to Education Code section 81430 et seq. a community college district may lease real property to a county for a term not exceeding ninety-nine (99) years, under such terms and conditions as the parties agree, provided that the property is not and will not at the time of delivery of possession be needed for classroom buildings by the district; and

WHEREAS, the Butte-Glenn Community College District ("District") is the owner of certain real property described as two acres immediately adjacent to Williams Road and Durham Pentz Road and depicted in Exhibit A ("Site") attached hereto and incorporated herein by this reference; and

WHEREAS, the County of Butte ("County") has embarked upon a project to plan, finance, construct, operate and maintain a fire station and fire training facility; and

WHEREAS, the County desires to lease the Site; and

WHEREAS, the District and the County desire to work jointly toward the development and operation of facilities and programs to provide a staffed County fire station in the Butte Valley area and to enhance the education and vocational training of fire protection students and Butte County Fire personnel; and

WHEREAS, the District and the County wish to enter into a Ground Lease for the lease of Site for use by the County for the sole purpose of constructing, operating, and maintaining a fire station and fire training facility; and

WHEREAS, pursuant to Education Code section 81432, prior to entering into such a lease, the District Board of Trustees is required to adopt by unanimous vote a Resolution authorizing such lease and prescribing the terms of the lease, which Resolution shall be published in a newspaper having general circulation within the District once a week for three weeks prior to the execution of the lease.

NOW THEREFORE BE IT RESOLVED, as follows:

That the District's Board of Trustees finds that the Site is not or will not at the time of delivery of possession be needed for school classroom buildings.

That the Board authorizes the lease of the Site to the County of Butte pursuant to the provisions of Education Code 81430 et seq., and the following terms:

1. The use of the Site shall be solely for the purpose of constructing, operating, and maintaining a fire station and fire training facility.
2. The lease term is for a total of forty-nine (49) years from July 1, 2011 until than June 30, 2060, with the option to extend the lease for one (1) forty-nine (49) year term.
3. The rent shall be in the amount of one dollar (\$1.00) per year.
4. The County shall pay for all costs related to the planning, financing, construction, operation, and maintenance of the fire station and fire training facility.
5. The County shall provide to District for District's approval, construction plans and specifications of the project and all improvements.
6. Any other such terms and conditions as agreed to by the parties.

That the Board of Trustees does hereby authorize the SUPERINTENDENT/PRESIDENT and/or VICE PRESIDENT FOR ADMINISTRATION as its representatives to execute necessary lease documents in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting.

That the Clerk of this Board is hereby authorized and directed to authorize staff to give notice of this Resolution by publishing a notice of this Resolution in a newspaper having general circulation within the District once a week for three weeks prior to the execution of the lease.

The foregoing resolution was adopted upon motion of Trustee _____, seconded by Trustee _____, at a regular meeting on this 29th day of June, 2011, by the following roll call vote:

AYES:

NOES:

ABSENT:

SO ORDERED:

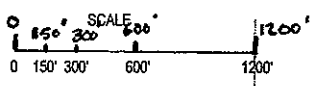
Michael Boeger, President
Board of Trustees

ATTEST:

Diana Van Der Ploeg, Secretary
Board of Trustees

BUTTE COLLEGE - MAIN CAMPUS

REVISED BY 4/20/01

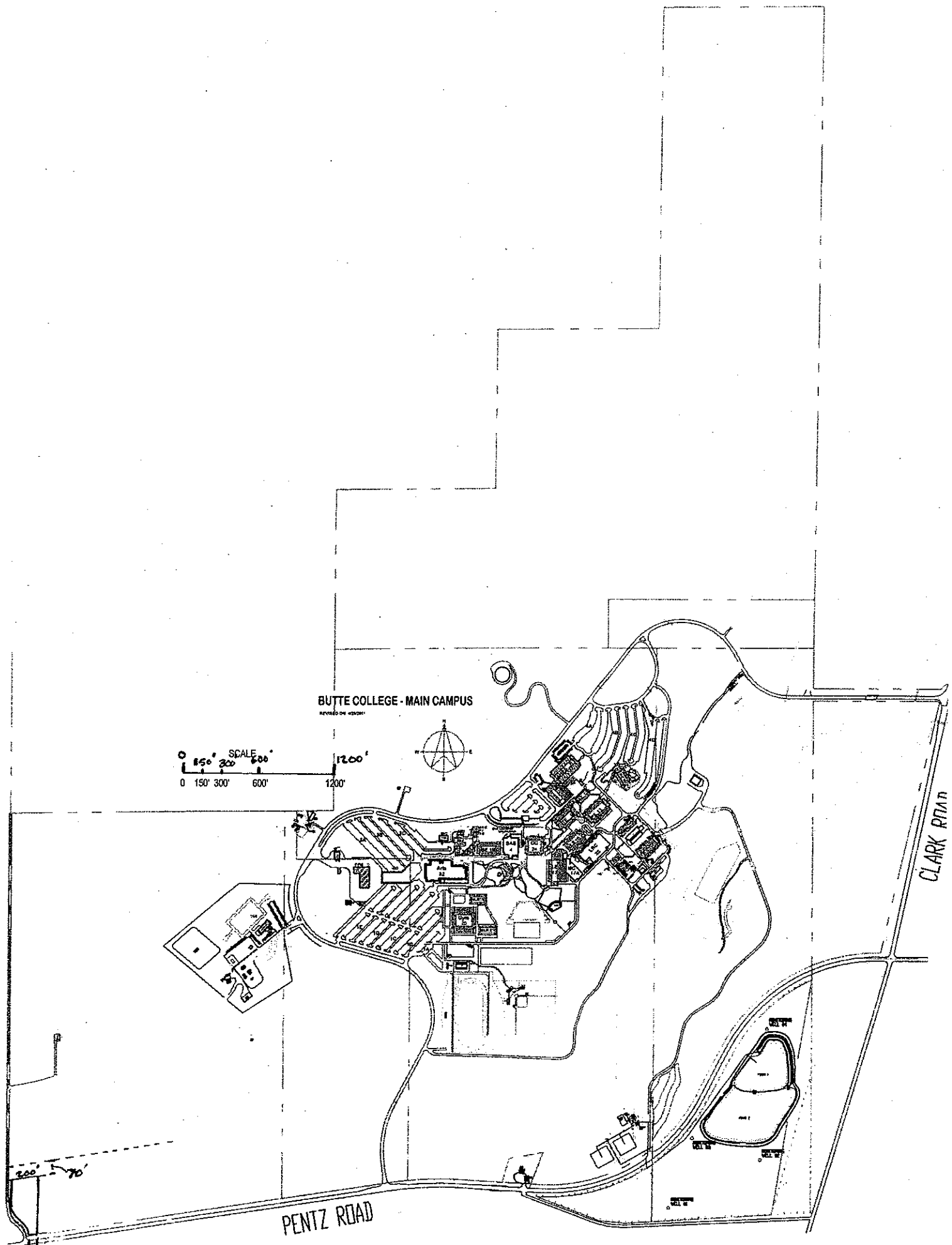


WILLIAMS INROAD

CLARK ROAD

PENTZ ROAD

55' 2 ACRE BOUNDARY



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

June 29, 2011

Subject: Authorization to Award Lease-Leaseback Agreement Alternates for the Skyway Center Renovation Project	Item No: 11-6680 Enclosure: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Category: Finance/Facilities	Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input checked="" type="checkbox"/> Consent <input type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By: <i>Dr. Van Der Ploeg</i> Dr. Van Der Ploeg Superintendent/President

Background

On November 10, 2010, the Board of Trustees authorized staff to enter into the lease-leaseback process to solicit pricing for the Skyway Center Renovation Project. On April 6, 2011, the Board of Trustees awarded the lease-leaseback of the Skyway Center to Modern Building Inc. for site work, Automotive Technology, and Foster and Kinship Care, for a contract value of \$4,331,245.

The lease-leaseback proposal provided for the additional "phased" construction of Economic Development (Alternate 1); and construction of additional classrooms (Alternate 2), with firm pricing for all phases through August 1, 2011.

Status

Staff recommends proceeding with Alternates 1 and 2 as described above, and proposes to award a contract amendment to Modern Building, Inc., to provide the labor and materials in accordance with the specifications, terms, and conditions of the Skyway Center Renovation Project RFP; and contract documents for the not-to-exceed amount of \$663,335, which is the sum of Alternates 1 and 2:

Economic Development:	\$509,044.00
Classrooms:	<u>154,291.00</u>
	\$663,335.00

The Lease-Leaseback Agreement guarantees completion of the entire project by January 16, 2012.

Recommendation

It is recommended that the Board of Trustees authorize the District to award Alternates 1 and 2 to Modern Building, Inc., in the amount of \$633,335.00

It is further recommended that the Board of Trustees authorize the district to execute appropriate contract documents in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting.

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

June 29, 2011

Subject: Adoption of the 2011-12 Tentative Budget and Gann Limit Worksheet and Notice of Public Hearing on the 2011-12 Budget	Item No: 11-6681 Enclosure: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Category: Finance	Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Regular <input checked="" type="checkbox"/> Consent <input type="checkbox"/>
Submitted By: Andrew Suleski Vice President	Approved By: <i>Dr. Van Der Ploeg</i> Dr. Van Der Ploeg Superintendent/President

Background

State law requires that on or before the first day of July, the District adopt a Tentative Budget for the ensuing fiscal year. The Tentative Budget is developed in accordance with the Chancellor's Office budget calendar and the District's participatory governance process. The Tentative Budget is a continuation of the budget development process and incorporates revenue assumptions, college and program allocations and reductions, and expenditure estimates for all funding sources.

The essential purpose of the Tentative Budget is to establish spending authority for the District from July 1st until such time as a Final Budget is adopted by the Board of Trustees. Due to uncertainties associated with the 2011-12 state budget, both the revenue and expenditure budgets are likely to change. Changes to this budget will be reflected in the Final Budget which is expected to be presented in September for Board approval.

Status

The Tentative Budget for 2011-12 is attached for the Board's review and consideration. Members of the public may review the document in the Office of the Vice President for Administration.

The Tentative Budget outlines the District's budget strategy, process, and current recommendations. The Gann Limit has been calculated (see Appendix A), and the District continues to remain well below its appropriations limit.

Recommendation

It is recommended that the Board of Trustees adopt the 2011-12 Tentative Budget and the 2011-12 Gann Limit Worksheet.

It is also recommended that the Board of Trustees announce that the proposed 2011-12 Budget will be available for public inspection beginning September 9, 2011, at the Office of the Vice President of Administration; and a public hearing will be held at 1:00 p.m. at a Board meeting on September 14, 2011, to be followed by the adoption of the 2011-12 budget.