Substantive Change Proposal

Yuba College, Sutter County Center

Submitted by Brian Jukes, Interim Executive Dean September 21, 2012



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Description of the Proposed Change and the Reasons for It

On August 13, 2012, Yuba College began offering courses to students at a site geographically apart from the main campus. The new 53,373 GSF two-story facility holds 18 classrooms, a library, full registration service, counseling and financial aid services, dining services, student bookstore, open computer lab, and a duplication of most student services available at the main campus. The Sutter County Center construction was completed on August 10, 2012.



Figure 1: Sutter County Center Floor Plan

The Sutter County Center is located in north Yuba City, in Sutter County between Pease and Eager Roads, off East Onstott Frontage Road and State Route (SR) 99. The topography of the Center's 20 acres of property is flat. At 3301 East Onstott Road, Yuba City, the site is approximately 10 miles from Yuba College with travel time of 30-40 minutes. The long travel time between Yuba College and the Sutter County Center is primarily due to the presence of the Yuba River and the Feather River. There are only two roadways that cross these rivers for the entire Yuba City and Marysville populations. These roadways experience heavy traffic, creating extended

drive times for commuters. As a result of the heavy traffic, the rivers act as a barrier to higher education for many Sutter County residents. The Sutter County Center can be reached from other parts of the service area via its network of secondary roads and the state highway (SR 99).

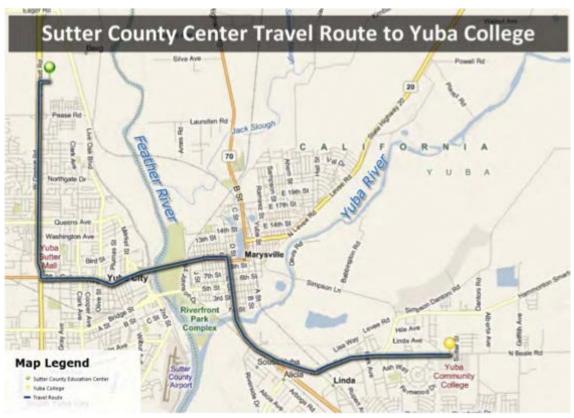


Figure 2: Road Map. Scale undetermined. Generated using ArcGIS Explorer (19 May 2011)

The Board of Trustees approved the Sutter County Center's scope of construction on June 17, 2009. At its September 8, 2010, meeting, the Board took action to "approve the Agreement for Purchase and Sale of Real Property." It was a lengthy process with many extensions, but the sale was finally complete in September 2010. The 20-acre property includes road access, landscaping, security, several future building sites, ample parking (759 spaces), and future parking sites. The plan has changed slightly since the submittal of the District's Letter of Intent to the California Community Colleges Chancellor's Office. The facility no longer includes the planned District administrative offices. Those offices will remain at the Yuba College campus. The site will have a solar field that will provide the electricity for the center. More information about the center's operation can be obtained from its website: scc.yccd.edu.

According to Yuba College's stated mission, "Yuba College values a 'student first' philosophy that emphasizes excellence in student learning and success, develops individual potential, and responds effectively to the diverse educational and economic needs of the community." The construction of this additional campus was

in response to the diverse educational and economic needs of our Sutter County community, which was without a local source of public higher education until the construction of the Yuba College Sutter County Center.



Figure 3: Sutter County Center Property located at 3301 E. Onstott Road, Yuba City, CA 95991

Sutter County is one of eight California counties that have large rural and remote populations that do not have a community college or public higher education center within its boundaries. The report "Challenges and Solutions Regarding Community College Service in Rural and Remote Areas: A Progress Report" was published in March 2007 and written by the California Postsecondary Education Commission advisory committee following the determination that students in rural and remote areas utilize public higher education significantly less than those in urban areas. The reason identified was lack of access to a local source of public higher education. The committee examined community college services in remote areas of the state and provided two solutions to help serve rural and remote counties that currently have no access to public higher education. One solution was to consider opening offcampus educational centers in these counties. The committee mentioned the future possibility of lowering the 500 FTES per term requirement for center status at rural and remote center locations. The District has located this center in an effort to provide one of the remaining rural and remote counties with direct access to public higher education. The area served by the Sutter County Center has approximately 99,154 residents who were without access.

Both Yuba City and Sutter County recognized the need for a higher education facility in Yuba City and called for the establishment of such a facility within both the Yuba City General Plan (2004) and the Sutter County General Plan (Public Draft – 2010). The Yuba City General Plan states in Chapter 2, Growth and Economic Development, that the "Establishment of a higher education facility within Yuba City would improve the skills and educational attainment of the local labor force. Additionally, it would provide local employers with convenient opportunities for continuing

education and/or job training" (p 2-8). The Sutter County General Plan states as a goal to "support the development and expansion of vocational, technical, and higher education facilities" (p 8-6), and to encourage "colleges to provide educational programs relevant to the needs of the local economy to support a technically sophisticated work force able to attract new industries and employment opportunities" (p 8-6).

The center was constructed with bond revenues approved by counties served by the Yuba Community College District. In November 2006, voters approved a \$190 million bond, Measure I, to update and expand district buildings and infrastructure.

The Planning Process Which Led to the Request for the Change

The Yuba Community College District initiated the planning process for establishing an off-campus center operation in the Sutter area in March 2006 when it commissioned an economic impact study by CCbenefits Inc. The study, "The Economic Contribution of Yuba Community College District," indicated strong positive returns for taxpayers: "a rate of return 8%, a benefit/cost ratio of 1.8 (every dollar of state or local tax money invested in YCCD today returns \$1.76), and a short payback period of only 15 years." YCCD activities encourage new business, assist existing business, and create long-term economic growth. The study found that "the current YCCD Service Area economy receives roughly \$24.5 million in regional income annually due to YCCD operations and capital spending."

In May 2006 a survey was conducted by the Center of Community Opinion to assess the district community needs and desires. The survey involved 863 telephone interviews with registered voters within the eight counties of the Yuba Community College District, which spans nearly 4,200 square miles of territory in rural, north-central California. Of all general statements sampled in the survey, the one with the highest approval (83.8%) was to "provide more courses and programs close to home." Of all questions regarding site-specific projects, it is quite impressive that using bond funding to "build the first facility in Sutter County" received an 81.4% approval. We saw more voter approval for using bond money to build the new facility in Sutter County than we saw for building new classrooms (68.4%) or renovating existing classrooms (64.9%) at the main Yuba College campus.

This may be because, according to <u>Yuba College 2011 Quick Facts</u>, although the main campus is located in Yuba County, more students who attend Yuba College reside in Sutter County than in any other county that the college serves. Furthermore, according to the 2006 Center of Community Opinion survey, there is considerable interest among the majority of Yuba College students living in Sutter County (81.4%) to have access to two-year degree programs in their own community. Both District and Yuba College surveys indicated strong community support for the establishment of a Sutter County Educational Center.

County Residents Attending Yuba College: 2010-11 Academic Year Data		
County	Number of Residents	Percent
Sutter	2,659	39.5%
Yuba	2,245	33.3%
Lake	926	13.7%
Yolo	464	6.9%
Sacramento	164	2.4%
Colusa	161	2.4%
Butte	116	1.7%

Source: Yuba College 2011 Quick Facts

In May 2007 Yuba College conducted its own survey of a random sample of 1,000 residents living only in Sutter County. Of the 1,000 residents sampled, 124 (12.4%) completed and returned the survey. As a follow up to the mailed survey, a Town Hall Meeting was organized by Yuba College and held on the June 19, 2007, in Yuba City. The meeting involved round table guided discussions with residents, civic leaders, and educational leaders in the Sutter County community. Residents in Sutter County listed as their top priority the offering of "transfer classes" at the new facility, with "professional development" classes and "vocational education" classes rounding out the top three priorities. Residents in Sutter County listed as their preferred scheduling option that of "evenings on weekdays" at 70.2% in agreement, with classes offered in a "compressed time format" at 54.8% in agreement and "televised to facility" completing the top three with 52.4% in agreement. Residents in Sutter County listed as the top factor affecting their likelihood to attend classes at the new facility as the "time the class is offered." In second place is "sooner completion time," with third and fourth being "recommendation from a friend" and "cost to attend," respectively.

Over the past several years Yuba College has offered several courses at River Valley High school in Yuba City as a precursor to opening the Sutter County Educational Center. This has contributed to developing a cohort of students that would attend a higher education center in Sutter County and provided insight to the demand and types of courses students in the service area are most interested in. Several other high schools in Sutter County have expressed interest in providing college-level courses for their seniors who have already met graduation requirements, but the high schools cannot provide Advanced Placement (AP) courses due to budget constraints and small numbers at each particular school.

On April 14, 2010, the YCCD Board of Trustees passed a resolution approving the application to the State of California to achieve official education center status for the Sutter County Center. On May 18, 2010, the Board of Supervisors of the Sutter County passed a resolution, strongly supporting the Yuba Community College District's Yuba College Sutter County Center.

The District conducted the <u>Sutter County Educational Center Needs Study</u> in May 2012 as one of its final steps in the planning of the Sutter County Center. According to the <u>Needs Study</u>, the center is expected to generate enrollment primarily from communities within Sutter County. Due to the lack of public higher educational institutions within Sutter County, the communities that will be served by the Center include Yuba City, the cities of Live Oak and Sutter, and a number of smaller communities in the area.

Sutter County has seen the majority of its growth in its two incorporated cities: Live Oak and Yuba City. Due to developments within these cities, the incorporated population has grown from 40% in 1970 to nearly 75% in 2007. Growth at this time is not as robust, but the county recognizes that growth in this area will resume the previous pace as the economy recovers and housing prices rise in Sacramento County. The Sutter County Center is located in Yuba City, one of the most densely populated areas of Sutter County. As of 2010, Yuba City's estimated population is 63,647 and Sutter County is 96,554. According to the Department of Finance, it is projected that by 2019, the population for the Sutter County service area will be around 131,385, an average annual growth rate of 3.92%.

Sutter County Center Planning Process Timeline		
Date	Event	
Mar 2006	YCCD Economic Impact Study	
May 2006	YCCD District-wide Survey: Sutter County a Top Priority	
Nov 2006	Bond (Measure J) passes with voter approval	
May 2007	Yuba College Sutter County Survey: Sutter County a Top Priority	
June 2007	Yuba City Town Hall Meeting: Sutter County Center a Top Priority	
June 2009	YCCD Governing Board approval of the scope of construction	
Apr 2010	YCCD Governing Board approval of application (Letter of Intent) to	
	State Chancellor's Office for center status	
May 2010	Sutter County Board of Supervisors' resolution supporting a Yuba	
	College educational center in Sutter County	
July 2010	YCCD Chancellor's Letter of Intent seeking State approval for the	
	Sutter County Center	
Sep 2010	YCCD Governing Board approval of purchase of property on which to	
	build the Sutter County Center	
Oct 2010	California Community Colleges Chancellor's Office approval of YCCD	
	Letter of Intent, granting approval for the Sutter County Center	
May 2012	YCCD Sutter County Educational Center Needs Study	

According to the May 2012 <u>Sutter County Educational Center Needs Study</u>, approximately 3.53% of the population age 25 and over within the Sutter County Center service area do not have a high school diploma, compared with 2.97% for the State of California. Approximately 30.82% of the service area population age 25 and over reported that a high school diploma or equivalent was their highest level of

educational achievement. The service area's number is higher than California's, where only 24.6% of its population reported high school or equivalency as their highest level of educational attainment.

Furthermore, in Sutter County, approximately 20.94% have completed some college (1 or more years, with no degree), compared to 21.1% in the State of California. Only 22.6% of persons 25 or older hold a Bachelor's degree or higher in Sutter County. The State of California has 39.98% of its population holding a Bachelor's degree or higher. Overall, Sutter County has a lower educational attainment of higher educational degrees when compared to the State of California.

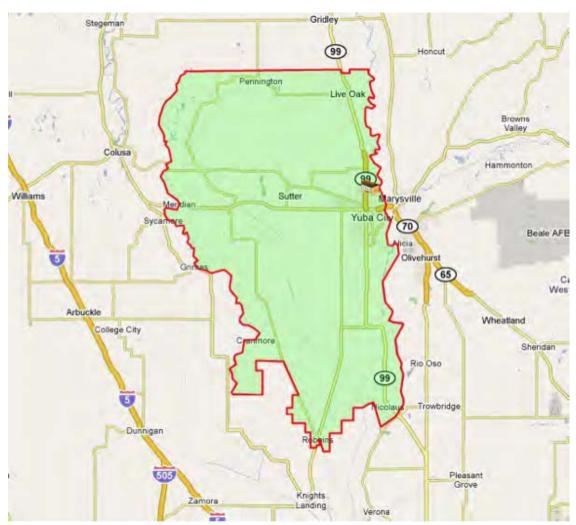


Figure 4: Sutter County Center Service Area

As demonstrated by enrollment projections, which were approved by the Department of Finance, the Sutter County Center is expected to obtain 780 FTES during the first year of operation in 2012. However, it should be recognized that the methodology for projecting FTES and enrollment were purposely conservative and the Sutter County Center may reach 500 FTES per term faster than anticipated. The

Yuba Community College District anticipates that the center will reach the necessary FTES to qualify for official center status within its first year of operation. By Census Date, September 4, 2012, the center was serving 301.59 FTES. This number may be increased later in the semester by several late-starting classes and is affected by a restricted 8 a.m. to 5 p.m. daily class schedule in the fall.

In Spring 2013, the center will offer evening classes, which will boost FTES considerably. Due to the location of the Sutter County Center site, headcount enrollment and FTES are anticipated to have a steady and approximate growth rate of 3.6%. With the Sutter County Center being near Sutter County's most populated (and only incorporated) cities, students will not have to travel long distances for courses they need.

The Sutter County Center will not be a comprehensive college, but rather a center with limited academic offerings, aiming to serve as an integral transfer center to four-year institutions. Surrounding four-year institutions to the Sutter Center include: California State University, Chico, Chapman University (private), and University of Phoenix (state approved).

The Sutter County Center is not anticipated to have any negative impact on other neighboring institutions. In fact, the center has received letters of support from neighboring community college districts and other entities. To mitigate any negative impact the Sutter County Center may have on enrollment at Yuba College, there will be careful consideration regarding the type of programs and services offered at each location. The District recognizes that careful planning must occur as new programs are planned to ensure the availability of appropriate resources. Several Yuba College managers' meetings have addressed the issue of coordinating scheduling between Yuba College and the Sutter County Center.

The Sutter County Center has been given its own FTEF allotment and its own authority in scheduling and cancelling classes. However, since both the Sutter County Center and Yuba College draw from the same fulltime and adjunct faculty pools, the Executive Dean of the Sutter County Center works closely with Yuba College Academic Deans in scheduling and cancelling classes to avoid complications in faculty load and to coordinate and to compliment course offerings.

Human, Administrative, Financial, and Physical Resources and Processes

The Sutter County Center provides most student services available at the Yuba College campus and all those identified in the Yuba College Education Master Plan as being imperative at each college site. The following table outlines the student services available at the Sutter County Center as of September 2012:

Student Service	Operating Hours
Assessment / Placement Testing	M-TH 11 a.m. to 2 p.m.
	F 8 a.m. to Noon
<u>Bookstore</u>	M-TH 9 a.m. to 4 p.m. (First two weeks only)
Counseling	M 9 to 11:30 a.m., noon to 2 p.m.
	W 10:30 a.m. to noon, 1 to 5 p.m.
	TH 9 a.m. to 3 p.m.
Dining Service	M-TH 8 a.m. to 3 p.m.
<u>Disabled Students Services</u>	M-F 8 a.m. to 5 p.m., as needed
Financial Aid Assistance	M-TH 8 a.m. to 5 p.m.
<u>Library</u>	M-F 8 a.m. to 5 p.m.
Open Computer Lab	M-F 8 a.m. to 5 p.m.
Registration	M-F 8 a.m. to 4 p.m.
Tutoring: English (Writing and	M-TH 10 a.m. to 2 p.m.
Language Development Center)	
Tutoring: Math (College Success	M-TH 10a.m. to 2 p.m.
<u>Center</u>)	

The following positions are staffed fulltime at the Sutter County Center:

- 1 Supervisor/Executive Dean
- 1 Administrative Secretary II
- 1 Campus Operations Specialist II
- 1 Library Technical Assistant
- 1 Custodial/Maintenance Worker

The following positions are staffed part-time (either by part-time staff or as part of a fulltime Yuba College staff member's load) at the Sutter County Center:

- 3 Counselors
- 1 Financial Aid Technician
- 2 Writing Center Instructional Assistants
- 8 Student Assistants
- 5 Student Math Tutors

For Fall 2012, 16.233 FTEF are being used to teach face-to-face classes at the center. For Spring 2013, 24 FTEF have been allotted. The faculty consists primarily of adjuncts, but many Yuba College fulltime faculty members teach part of their load at the center and the remaining part of their load at Yuba College in Marysville. Some adjuncts teach at both the center and the main campus. No fulltime faculty members are yet assigned to teach exclusively at the Sutter County Center.

The Sutter County Center offers Disabled Students Programs and Services accommodations for students during operating hours. The Center has a designated room for DSPS students, fully equipped with assistive technology, including: CCTV for visually impaired, a flatbed scanner that works in conjunction with Kurzweil

software, JAWS software for visually impaired with a Zoom-Text keyboard, an optional ergonomic keyboard, Inspiration software, Dragon Naturally Speaking software, and MathTalk software. Other rooms are also available for DSPS testing and accommodations.

The fulltime Campus Operations Specialist, who manages the registration desk, is also trained to begin the DSPS eligibility process, which must be concluded at Yuba College. After eligibility has been determined at the main campus, all accommodations—physical and testing—can be met at the Sutter County Center. Note-taking services, however, must be first arranged at the main campus. Then they may be provided at the Sutter County Center. Captioning is required of all YCCD professors who use any visual media, regardless of where they teach. Tutoring services are provided by both the College Success Center and the Writing and Language Development Center, both of which have a regular presence at the Sutter County Center. Adapted PE, Study Skills Strategies, and HTC instruction are offered solely at the main Yuba College campus, although the Sutter County Center does make available assistive technology. Proctoring DSPS student tests is managed by the center's Campus Operations Specialist, who is trained to work with DSPS students.

All classrooms are ADA compliant and offer special seating accommodations. There are five push bar automatic door entrances into the facility, and 19 of the 759 parking spaces are reserved for students and staff with physical disabilities, located closest to the center. Assessment is also conducted by the Campus Operations Specialist, who comes from a comprehensive background in both DSPS and placement testing. The Campus Operations Specialist administers the Accuplacer exam for students seeking placement in math, reading, English and ESL courses. She supervises trained student assistants who may also administer these exams. Confidentiality is ensured by a signed statement of those trained student assistants, identical to the statement issued by YCCD Human Resources on the Datatel information database entry page:

As an employee of Yuba Community College District, I agree not to access information on the computer without proper authorization and to maintain confidentiality of information that is being accessed. Failure to abide by these conditions may result in denial of access to the District's Information Systems and possible disciplinary action.

Yuba Community College District's administrative procedures govern the maintenance of Yuba College students' records permanently, securely, and confidentially by following Title 5 Federal Rules of Civil Procedure (AP 3310, Records Retention and Destruction) and processes established by the district and college. An auxiliary generator and battery backup system was installed in 2009-10 to protect district computer servers from failing due to power shortages. Records are divided into four classes that determine how they are dealt with and where they are located. No permanent records are stored at the Sutter County Center.

Financial Aid technicians are on site Monday through Thursday, 8 a.m. to 5 p.m., to provide assistance in completing the FAFSA, to explain Financial Aid regulations, to describe how disbursements take place, to provide information to students in all other financial aid matters. In addition, students are able to check on the status of their financial aid if they have any questions regarding their financial aid shown on WebAdvisor. This level of service will continue for the foreseeable future.

During the fall 2012 semester the Campus Operations Specialist and registration desk student assistants help students complete the matriculation process. They assist students from the beginning of the application process to the conclusion of registering for classes. Furthermore, counseling serves are provided every week, Mondays, Wednesdays, and Thursdays. Counselors on site provide Education Plans and pull transcripts and test scores for those students they counsel. Counselors provide personal and educational counseling as well as career guidance and assistance with transfer requirements. Counselors see students on a drop-in basis primarily but also on an appointment basis on site. Although the Extended Opportunity Programs and Services (EOPS), the Cooperative Agencies Resources for Education (CARE), and CalWorks operate solely at Yuba College, informational brochures about these programs are provided at the Sutter County Center. New Student Orientations are completed online.

On August 11, 2012, a <u>FLEX Workshop</u>, "Sutter County Campus Orientation," was offered to all faculty and staff to familiarize themselves with the new facility, its technology, and its services before classes began on August 13, 2012. Approximately 50 Yuba College faculty and staff members attended this comprehensive tour and instructional presentation. On August 27, 2012, faculty and staff training was provided throughout the day, on a drop-in basis, for users of the new phones located in all classrooms and offices. On August 29 and 30, 2012, daylong facility training was provided to fulltime staff and maintenance and operations personnel. Other professional development opportunities will be forthcoming once all classroom technology has been installed.

The equipment and facilities at the new center are state-of-the art. Every classroom is equipped with large LCD screens or projectors that display what is being performed on the instructor computer, which has access to the Internet. Speaker systems in each room allow for playback from the computer DVD systems and online audio. Four classrooms are equipped with WACOM monitors, allowing instructors to draw directly onto the monitor and produce the image on the screens above for students to view. Two rooms are computer labs, equipped with 30 student computers each. The student computers can be lowered and hidden into desks, allowing a full desk for student use when a computer is not needed. Printers are located throughout the building for student and staff use. A photocopy machine for students is located in the library. By October 2012, WIFI access will be available throughout the center. By Spring 2013, we anticipate the installation of document cameras and DVD/VCR players in each classroom. All faculty members have access

to a computer and phone in their offices. The shared adjunct office, containing eight cubicles and several lockable filing cabinets, has three computers and three phones for adjunct use.

Since the Sutter County Center will not be a comprehensive community college campus and will initially have limited academic offerings, it is anticipated that the participation rate of students within its service area who will attend the Sutter County Center will be a fraction of the historical average. It is assumed that the Sutter County Center will generate approximately 40 percent of the average participation rate that has historically been experienced District-wide from service area zip codes. It is also assumed that this ratio will remain constant since the center will not offer all available academic programs needed to graduate.

	Participation Rate	WSCH per Student
YCCD 2000-2008 Average	64.02	10.25
Sutter County Center Service Area 2000-	57.83	9.26
2008 Average		
40 Percent of Sutter County Center	23.13	3.70
Service Area Average		

Source: U.S. Census 2000, Datamart

According to a Sutter County Campus Update, presented to the Board of Trustees at a Retreat on April 11, 2012, and on other dates to District Council, the Chancellors Executive Committee, the Yuba College Academic Senate, Yuba College Managers, and the Yuba College Council, the Sutter County Center was anticipated to generate 275 face-to-face FTES in Fall 2012 and another 275 face-to-face FTES in Spring 2013. Online FTES was also to be allocated to the new center: 100 online FTES for Fall 2012 and another 100 FTES for Spring 2013. In Summer 2013, the center was expected to generate 250 FTES. These numbers have not yet been realized.

Sutter County Center FTEF/FTES Figures							
		Planned	Actual	Planned	Actual	Planned	Actual
		FTEF	FTEF	Sections	Sections	FTES	FTES
Fall	Face-to-Face	17.6	16.233	88	74	275	262.76
2012	Online	6.4	3.53	32	18	100	38.83
Spr.	Face-to-Face	24	?	120	?	275	?
2013	Online	6.4	?	32	?	100	?
Sum.	Face-to-Face	16	?	80	?	250	?
2013	Online	0	?	0	0	0	0
Total			?		?	1000	?

Data collected on Census Date, September 4, 2012.

Initial fiscal resources are to fund not only on-going expenditures, but also one-time costs associated with equipping a new educational facility. For the 2012-13 fiscal year, approximately \$1 million from the district's general fund was allotted for the

Sutter County Center. However, the district anticipates that the center will reach the necessary FTES to qualify for official center status within its first year of operation. Thus, almost all of the budgeted amount will be covered in future fiscal years by additional revenue garnered from the Sutter County Center achieving center status, and center's operations will not have a significant impact on the institution's budget.

Ongoing attainment of 1,000 FTES per academic year at the Sutter County Center may require a closer analysis of district and college FTEF allotment. Furthermore, although the revenues garnered from achieving center status will alleviate the ongoing fiscal impact on the institution's budget, this revenue will not eliminate the impact altogether. District and Yuba College administrations recognize the need to re-examine and, if necessary, re-align budget allocations in their commitment to maintain a fully functioning educational center in Sutter County.

Expenses	Budgeted Amount
Certificated Non-Instructional Salaries	\$118,202.00
Classified Non-Instructional Salaries	\$173,155.00
Adjunct Faculty (Non-Contract)	\$305,000.00
Extra Pay Faculty (Fulltime Contract)	\$305,000.00
Operating Supplies	\$125,000.00
Other Operation and Maintenance	\$800.00
Total	\$1,027,157

The Executive Dean of the Sutter County Center is charged with monitoring all desired outcomes, including most especially the FTES generated by the center. The Yuba College Vice President of Instruction and Student Services will allocate needed FTEF to the center each academic year to generate the desired FTES. The Executive Dean will work with the Yuba College president in ongoing discussions about reallocation of funds that may be needed to ensure the center's desired outcomes.

As part of the center's ongoing assessment of student success, retention, and completion, three different surveys were created for three different populations. The first survey was distributed to Service Area high school administrators and counselors during the Sutter County Center's "High School Open House" on September 7, 2012. More than 100 area administrators and counselors from 10 different public and charter high schools were invited to attend the event. Members of the Yuba City Unified School District Governing Board and District administration were also invited to attend. More than 50 participants attended to tour the center, gather information, and contribute to the center's self-assessment in serving community needs and retaining students. The survey results are now being tallied, and the data will help us assess how best to boost and retain student enrollment, working specifically with area high schools.

A second survey was created for high school students. During the months of October and November in 2012, the Executive Dean and a faculty member or

counselor from Yuba College will visit area high schools, making presentations, primarily to high school seniors. As part of the presentations, this survey will be distributed to assess, from a student's perspective, how better to serve the area high school populations.

A third survey will be distributed at the same time to current Yuba College students attending the Sutter County Center. This survey is most pivotal in assessing how best to support student success and retention at the center. This survey will especially aid the center in its first semester to evaluate its performance in serving our students. Similar survey efforts are planned for the Spring 2013 semester. Furthermore, data obtained from the Yuba College Office of Planning, Research, and Student Success will assist in ongoing evaluation and assessment of student success, retention, and completion at the Sutter County Center.

Internal or External Approvals

The California Education Code regulates administration by the California Department of Education of educational facilities in the state, including elementary, secondary, and post-secondary facilities. Sections 81031–81033 establish standards for community college site selection and acquisition that are intended to ensure a safe environment that supports learning. The California Community College Chancellor's Office *Facilities Planning Manual for the California Community Colleges* (1997) sets forth guidelines for site evaluation that are intended to meet Education Code requirements. Site evaluation standards set forth in the Education Code and in the Facilities Planning Manual include items such as geologic and soil stability hazards, safety hazards, and hazardous materials. The California Community College Chancellor's Office requires compliance with the Education Code as a condition of site approval.

California Education Code Section 81033(c) requires California Department of Transportation Division of Aeronautics review of any proposed community college site located within 2 miles, measured by direct air line, of an airport runway. The California Fish and Game Code, administered by the California Department of Fish and Game, contains various state regulations relating to fish and wildlife. Cultural resources in California are protected by a number of federal, state, and local regulations, statues, and ordinances. Prior to the approval of discretionary projects, potentially significant impacts of the project on archaeological and historical resources must be considered under CEQA (Public Resources Code Sections 21083.2 and 21084.1) and the State CEQA Guidelines (California Code of Regulations Title 14, Section 15064.5).

The Sutter County Local Agency Formation Commission (LAFCO), as with all LAFCOs in California, is governed by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code Section 56000 et. seq.). LAFCOs are responsible for reviewing and approving proposed jurisdictional boundary changes, including annexations and detachments of territory to and/or from cities and

special districts. Specifically, Government Code Sections 56737–56759 address annexations.

A project must be consistent with the applicable general plan for the area in which it would be located. In the case of the Yuba College Sutter County Center, the project was required to be consistent with the *Yuba City General Plan* because of the district's desire to annex the site into the Yuba City limits. In considering whether to establish a Sutter County Educational Center, which property to purchase for the center, and approving the construction and establishment of the center, all these legal requirements were met as well as all other internal and external approvals. The process began on March 13, 2006, with an independent study of the economic contribution of the Yuba Community College district and concluded with a revision of the YCCD organizational structure on August 21, 2012. The following table outlines the major legal requirements and necessary approvals satisfied.

Date	Document	
13 Mar 2006	The Economic Contribution of YCCD	
May 2006	YCCD Survey Results	
19 Jun 2007	Sutter County Opinion Survey Results	
17 Jun 2009	California Environmental Quality Act (CEQA) Compliance	
31 Jan 2008	Final Constraints and Opportunities Analysis of Two Sutter Sites	
28 Jul 2009	State Chancellor's Office Preliminary Notification Letter	
	Sutter County Local Agency Formation Commission (LAFCO)	
12 Jan 2010	Annexation	
17 Mar 2010	Encroachment Permit	
14 Apr 2010	YCCD Governing Board Approval to Apply for Center Status	
9 Jun 2010	California Geological Survey	
27 Jul 2010	Letter of Intent for the Sutter County Center	
4 Oct 2010	State Chancellor's Office Approval of Letter of Intent	
	California Postsecondary Education Commission (CPEC) Letter of	
7 Oct 2010	Approval	
20 May 2011	Department of General Services Approval of Plans	
15 Jul 2011	DPR Construction Contract	
28 Jul 2011	Sutter County Environmental Health Department Approval	
Nov 2011	Air Quality Management District (AQMD) Application	
22 Dec 2011	Department of Finance Enrollment Projection Approval	
14 Feb 2012	Yuba College Sutter County Center Proposals	
15 May 2012	PG&E Building Inspection	
21 Aug 2012	YCCD Organizational Structure 2012-13	

Eligibility Requirements

Eligibility standards are in place and will be fulfilled at the Sutter County Center.

1. Authority

The Sutter County Center is part of Yuba College and the Yuba Community College District. The District derives its Board of Trustees authority from statue California Education Code 70902 and from its status as the elected community entity holding the institution in trust for the benefits of the public. Yuba College has been continuously accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges since 1952.

On November of 2011, the Yuba Community College District officially notified the Department of Finance as well as the California Community Colleges Chancellor's Office of its intent to move forward with the process to achieve educational center status for the proposed Sutter County Center. Earlier, in July of 2010, the Yuba Community College District had submitted a letter of intent to the State Chancellor's Office and to the California Postsecondary Education Commission. On October 7, 2010, the California Postsecondary Education Commission approved the YCCD letter of intent.

Yuba College is in communication with the U. S. Department of Education seeking recognition of its Sutter County Center.

2. Mission

The Sutter County Center is part of Yuba College and therefore embraces the Yuba College's Mission as its own.

3. Governing Board

The YCCD Board of Trustees consists of seven members elected by the voters from seven trustee areas and a non-voting student trustee. Board members are responsible for the quality and integrity of the institution and ensure the efficacy of the institution's mission. Consistent with the California Code of Regulation, Title 5, the Board exercises the right to be an independent policymaking body and reflects constituent and public interest in its activities and decisions, as exhibited through Board minutes. Trustees annually review and report individual interests in compliance with the State's Conflict of Interest Code.

4. Chief Executive Officer

The current Executive Dean of the Sutter County Center was appointed by the Chancellor of the YCCD and confirmed by the Board of Trustees on June 13, 2012, with the effective start date of July 1, 2012. The Executive Dean assumes overall responsibility for the educational programs and related support services, including Instructional Services, Student Services, and operational services at the Sutter

County Center. The Executive Dean reports directly to the Yuba College president, who ensures implementation of federal, state, and local statutes and regulations as well as Board policies; manages fiscal and human resources; and provides effective leadership to define goals, develop plans and establish priorities for the institution. The Chancellor of the YCCD is appointed by and reports to the Board of Trustees. The current Chancellor began employment with the district on July 1, 2011.

5. Administrative Capacity

The Sutter County Center operates under the leadership of the Executive Dean in close collaboration with the Yuba College Dean of Student Support Services and three other Academic Division Deans. This administrative team has the appropriate preparation and experience to provide the administrative services necessary to support the Sutter County Center's mission and purpose.

6. Operational Status

During the fall of 2012, the first semester in operation, the Sutter County Center enrolled approximately 301.59 Fulltime Equivalent Students. The class schedule for Spring 2013 will include evening offerings. A strong summer program is anticipated as well. Students are pursuing associate degrees and/or transfer to four-year institutions.

7. Degrees

Consistent with its mission, the Sutter County Center offers coursework to complete Associate of Arts and Associate of Science degrees. It is foreseen that in the near future, the curriculum will include coursework for completion of Certificates of Achievement and Certificate of Training acknowledgements, as well as career enrichment, and/or remediation in basic skills.

Currently, the Center's course offerings are in programs that lead to degrees, as described in the College Catalog. The College Catalog contains a listing of degrees offered, course credit requirements, and unit length of study for each degree program.

8. Educational Programs

The Sutter County Center offers educational programs consistent with the mission of the Center, Yuba College, the YCC District, and California community colleges. All associate degree programs are at least two years in length. All courses fulfill the California Code of Regulations, Title 5 requirements. Course outlines contain Student Learning Outcomes that are achieved through class content, assignments and activities, and are reviewed on a regular basis as part of the program review process. Completion of associate degree and general education requirements for the associate degree, articulation agreements with four-year institutions, and advisory committee oversight, ensure that degree programs are of sufficient content and length and are conducted at levels of quality and rigor appropriate to degrees offered.

9. Academic Credit

The Sutter County Center awards academic credit based on the Carnegie unit standard, California Code of Regulations, Title 5, and on accepted practices of California community colleges. Detailed information about academic credit is published in the College Catalog.

10. Student Learning Achievement

Programs and courses have defined and published Student Learning Outcomes (SLO) in the college catalog and within TracDat, an SLO tracking and strategic planning system. Programs and courses are regularly assessed through the curriculum and program review processes. Faculty ensures that students who complete programs have achieved the programs' outcomes no matter where or how the programs are offered. Eight adopted institutional SLOs build upon both program and course SLOs.

11. General Education

Students must demonstrate competency in writing, reading, and mathematical skills to receive an associate degree. All degree programs require the satisfactory completion of a minimum 21 units of general education courses to ensure breadth of knowledge and to promote intellectual inquiry. Courses that meet the General Education requirements complete an evaluation process through the Curriculum Committee affirming their quality and rigor.

12. Academic Freedom

Faculty rights, responsibilities, professional obligations, and autonomy are articulated in the collective bargaining agreement between the District and College faculty. Through established and documented governance processes of the College, YCCD respects that faculty have purview in academic matters. The Board of Trustee recognizes this through Board Policy 4030 and the Academic Employee Handbook.

13. Faculty

The Sutter County Center has a sufficient core of qualified, fulltime faculty to support the Sutter County Center's educational programs. Although no fulltime faculty are assigned exclusively to the center, a few have voluntarily accepted their entire teaching load at the center while others divide their teaching assignment between Yuba College and the Center. In Fall 2012, there were 7 FTE fulltime faculty and 12.763 FTE adjunct faculty assigned to the center.

All faculty meet the California Community College minimum qualifications criteria for instructional faculty. Clear statements of faculty roles and responsibilities are stipulated in the faculty collective bargaining agreement and in the Faculty Handbook. These responsibilities include, but are not limited to, participation in program review, leadership in curriculum development and review, student learning outcomes oversight and assessment of student learning.

14. Student Services

The Sutter County Center provides a variety of services to students that meet the educational support needs of its diverse student population, including Counseling and Financial Aid. Student Services have clearly defined program outcomes related to student development within the context of the college mission.

15. Admissions

The Sutter County Center adheres to admissions policies consistent with its mission and with the California Code of Regulations, Title 5, and facilitates the registration of students in classes. Information about admissions requirements is available in the College Catalog, schedule of classes, and on the <u>Sutter County Center's website</u>.

16. Information and Learning Resources

The Sutter County Center has sufficient print and electronic resources (including full-text books and journals) to meet the educational needs of its students and to support all programs. Additional materials can be borrowed from Yuba College and Woodland Community College and, via interlibrary loan, from libraries throughout the country. Internet access is provided via a wireless network and in computer labs throughout all campuses.

17. Financial Resources

The YCCD provides sufficient financial resources and an adequate funding base to support student learning programs and services at the Center. To ensure financial stability, the District has adopted a fiscally conservative approach to budget management with an emphasis on maintaining adequate reserves. These policies are codified in Board Policies and Administrative Procedures. The Sutter County Center receives a budget allocation from the District. The College operates from a financially stable funding base, plans for financial development, and identifies and uses financial resources to support its mission and educational programs.

18. Financial Accountability

Yuba College demonstrates financial accountability through the findings of an independent public agency secured by the Board of Trustees to perform regular audits. In all fiscal matters, the college adheres to specific Board-approved policies and procedures governing the responsible allocation of funds to support educational programs and support services. The Sutter County Center will go through the same process.

19. Institutional Planning and Development

Through Yuba College, the Sutter County Center provides evidence of planning for the development of the Center through documents that reflect the identification and integration of human, physical, information technology and fiscal resources. The Institutional Effectiveness (IE) Model forms the basis for continuous improvement cycle and includes program reviews from academic, student services, and administration, in addition to reviews for district shared decision making review.

Student Learning Outcomes are fully integrated into the IE Model and the results are incorporated into planning and decision making at Yuba College.

20. Public Information

Yuba College provides a Catalog, in both paper and electronic format, with precise, accurate, and current information concerning the following:

- Official Name, Address(es), Telephone Number(s), and Web Site Address of the Institution
- District Information
- Accreditation
- College Goals, Mission and Philosophy
- Student Learning Outcomes
- Diversity Statement
- Programs and Services Requirements
- Admissions
- Student Fees and Other Financial Obligations
- Degrees, Certificates, Graduation and Transfer Major Policies Affecting Students
- Academic Regulations, including Academic Honesty
- Catalog Rights
- Student Right To Know Public Law
- Student Code of Conduct
- Authority of Instructors
- Graduation Requirements
- Rights and Grievances, Complaint Procedures
- Refund of Fees

Addendums to the catalog are published when necessary and distributed via the college website and the office of Admissions and Records.

21. Relations with the Accrediting Commission

The Sutter County Center as well as Yuba College and the Yuba Community College District Board of Trustees provide assurance that the College adheres to the eligibility requirements, accreditation standards, and policies of the Commission. The Center describes itself in identical terms to all accrediting agencies, communicates any changes in accreditation status, and agrees to disclose information required by the Commission to carry out its accrediting responsibilities. The Center agrees to comply with Commission requests, directives, decisions, and policies and to make complete, accurate, and honest disclosures. Sutter County Center affirms that it meets each of the eligibility requirements set by the Accrediting Commission of Community and Junior College.

Accreditation Standards Impacted by the Change

Standard I-A: Mission

The institution has a statement of mission that defines the institution's broad educational purposes, its intended student population, and its commitment to achieving student learning.

The Sutter County Center is part of Yuba College and therefore embraces the Yuba College's Mission as its own.

Yuba College Mission Statement

Yuba College values a "student first" philosophy that emphasizes excellence in student learning and success; develops individual potential; and responds effectively to the diverse educational and economic needs of the community. As an open access institution of higher education within the California Community College System and as a gateway to the world, Yuba College embraces diversity and provides comprehensive quality educational programs and student services.

The educational program prepares students for transfer to baccalaureategranting institutions, for entry into the job market, or for further career development. Yuba College offers general education, vocational education, and degree and certificate programs at the lower division level. The College further offers instruction and related student services in areas which develop basic skills and student success, including developmental education, Englishas-a second language instruction, and adult non-credit courses.

Yuba College is committed to promoting leadership and responsibility, encouraging a commitment to lifelong learning in all members of the college community and regularly reviewing its mission and its effectiveness.

Yuba College's Mission Statement says, in part, "Yuba College values a 'student first' philosophy that emphasizes excellence in student learning and success, develops individual potential, and responds effectively to the diverse educational and economic needs of the community" (emphasis added). The construction of this additional campus was in response to the diverse educational and economic needs

that are unique to the Sutter County community, which was without a local source of public higher education until the construction of the Yuba College Sutter County Center.

Furthermore, the new Sutter County Center aids in preparing "students for transfer to baccalaureate-granting institutions, for entry into the job market, or for further career development" as is our commitment in the Yuba College Mission Statement. The Sutter County Center's primary course offerings are transfer and general education courses. However, Early Childhood Education, Drafting, and Nursing courses will be offered in Spring 2013 as a CTE component. Currently no degree or certificate programs are offered exclusively at the new center.

Standard I-B: Improving Institutional Effectiveness

The institution demonstrates a conscious effort to produce and support student learning, measures that learning, assesses how well learning is occurring, and making changes to improve student learning. The institution also organizes its key processes and allocates its resources to effectively support student learning. The institution demonstrates its effectiveness by providing 1) evidence of the achievement of student learning outcomes and 2) evidence of institution and program performance. The institution uses ongoing and systematic evaluation and planning to refine its key processes and improve student learning.

Yuba College has supported student learning through the framework derived from board adopted models: Long Range Planning Model, Institutional Effectiveness (IE) Model, and an identified Continuous Improvement Cycle. These processes have developed over the past decade as Yuba Community College District moved from a single-college to a multi-college district. The processes have also been impacted by the addition of the Yuba College Sutter County Center. Necessary in the transition, was the incorporation of institutional effectiveness from a district perspective to a Yuba College emphasis, and one that accounts for multiple sites and centers.

The Institutional Effectiveness (IE) Model provides the basis for continuous quality improvement, evidence of Student Learning Outcomes (SLO), and evidence of institutional and program performance. The IE Model is made up of five constituent parts, each designed to evaluate a particular piece of the programs and services at Yuba College, but also to coordinate efforts throughout the college and integrate outcomes into the planning and budgeting process. The five pieces of the IE Model include:

- Planning and Shared Decision-Making Process Review
- Academic Program Review
- District/Colleges' Image-Marketing
- Student Services Review
- Administrative Services Review

Academic Program Review is one of five components subsumed under the Yuba Community College District's Institutional Effectiveness (IE) Model. The Academic Program Review process at Yuba College was initially developed in the early 1990s. This early model guided the College and the District up until the 2003-04 year, when a more outcomes-oriented Program Review model was adopted. At that point, a four-year academic program review cycle was introduced and piloted (where it had been a five-year cycle previously). It was again evaluated and modified in 2005-06, while the Program Review Handbook has been revised at least every two years to the present. The Sutter County Center is involved in the IE model by contributing to each of the areas listed above in each of program review. The Executive Dean will contribute to the Administrative Services Review, and fulltime staff employed at the Sutter County Center will contribute to the Student Services Review. All center fulltime staff will contribute to the Planning and Shared Decision-Making Process Review and the District/College's Image-Marketing Review.

The Resource (Budget) Allocation Model was first introduced in October of 2007 and was updated at the June 2011 meeting of the Board of Trustees. Currently, the model is based upon the FY 2008 base budget. In that year, it was determined by the Budget Sub-Committee that \$6 million of the District's allocation of \$45 million (13.3%) would be designated toward District Services. This amount includes utilities, retirement, and other items that span the entire district. Of the remaining \$39 million, this task force determined that, based on a four-year FTES ratio, a percentage of 78% (\$30.4 million) would go to Yuba College and 22% (\$8.6 million) to Woodland Community College. The Resource Allocation Model is currently being piloted as an overlay to the 2011-12 budget, with further refinements and adoption expected in the 2012-13 budget.

The district anticipates that the center will reach the necessary FTES to qualify for official center status within its first year of operation. Thus, almost all of the budgeted amount will be covered in future fiscal years by additional revenue garnered from the Sutter County Center achieving center status, and center's operations will not have a significant impact on the institution's budget. Expenditures not covered by the additional revenue garnered from achieving center status will have to come from the 78% of the district budget allocated to Yuba College.

Committee functions and processes are spelled out in the Yuba College Council Handbook. A District Council Handbook existed since 2003; however, with the disbandment of the District Council upon conversion to a multi-college district, a specific Yuba College Council Handbook was created in the 2007-08 academic year. In this document, Yuba College's various committees are listed, the roles of their leadership defined, membership is defined, their purposes elaborated, and communication/information sharing processes highlighted. The Handbook is updated annually and refined as needed, which at this early phase of a multi-college configuration is ongoing.

Recent additions to the Yuba College Council Handbook in 2010 include the relationship of each committee to particular Student Learning Outcomes, links of each committee to specific Board of Trustee Strategic Directions, and a direction for committee outcomes and deliverables. The Sutter County Center Executive Dean sits on the Yuba College Council, representing specific needs of the center and maintaining appropriate connections with the college.

Yuba College has identified college-wide student learning outcomes (SLOs), and the college is in the process of identifying SLOs for all courses, programs, certificates, and degrees it offers. Yuba College started with identifying eight institutional level SLOs. These were adopted by the Academic Senate and Board of Trustees.

Yuba College Student Learning Outcomes:

- Communication
- Computation
- Critical Thinking
- Global Awareness
- Information Competency
- Personal and Social Responsibility
- Technological Awareness
- Scientific Awareness.

The College has articulated correlations between disciplines and these college-wide SLOs, and the college is working to integrate and assess these within specific courses. The Yuba College Director of Research, Planning, and Student Success tracks the progress in creating, assessing, and evaluating course and program SLOs, and oversees their analysis in the appropriate part of the IE model.

Yuba College is fully engaged in collecting SLO data and using these results for the improvement of the teaching and learning processes. The SLO Committee has incorporated SLO data collection as a requirement of the Program Review process. Every course offered by departments at the Sutter County Center must have an SLO and collect data at once during each four-year Program Review cycle. As of July 2011, SLOs have been developed for 80% (+/-) of the 726 courses that had been actively offered at Yuba College during the 2010-11 academic year.

At the same time, the Office of Research, Planning, and Student Success reports that 266 sections entailing 182 courses have been assessed by faculty. About 80% of these have been described as "realistically" assessed according to the SLO Committee, with the others going through further refinement at the department level to assess information that will be more useful in evaluating programs and services offered to students. Faculty teaching at the Sutter County Center will contribute to developing and assessing SLOs for each of the college programs and courses delivered at the center.

Standard II-A: Instructional Programs

The institution offers high-quality instructional programs, student support services, and library and learning support services that facilitate and demonstrate the achievement of stated student learning outcomes. The institution provides an environment that supports learning, enhances student understanding and appreciation of diversity, and encourages personal and civic responsibility as well as intellectual, aesthetic, and personal development for all of its students.

Yuba College's instructional programs are continually evaluated to assess their relevance and effectiveness in delivering the range and quality of instructional services mandated by the mission and vision statements. As part of the IE Model, all programs offered by the college conduct a full program review every four years, with annual updates, which are used to refine and improve program practices, with the projected outcome of improvements in student achievement and learning. Student learning is evaluated by designated program and course appropriate SLOs that are established and assessed on a regular basis for many programs, with a plan in place to ensure all SLOs are evaluated and reviewed in each four- year Program Review cycle. The local demographics, as well as input from all college constituents, is accepted and analyzed to incorporate into the reflective and projective goals of Yuba College, as defined by the mission and vision statements. Local demographics of the Sutter County Center will be used to analyze which programs and services are most needed to provide an environment that supports learning and enhances student understanding for those attending the center.

The Yuba College Fact Book is a compilation of local demographics, student demographics, past and projected enrollment, local high school graduation rates, student placement results, and course offerings and enrollments. Yuba College's Director of Research, Planning, and Student Success compiles this information on an annual basis, and the information is used for course, program, and service planning. An assessment report for graduates of all feeder high schools is developed yearly to detail placement test results and persistence notes. This information is requested and discussed at more than one local school board.

Several processes in place serve the local community by assuring that students with diverse needs are assisted with entry into and subsequent successes within Yuba College. The matriculation process includes outreach to the local high schools and communities, with materials produced in several languages. Counselors and support staff provide assistance with registration, obtaining financial aid, and other support services through individual sessions and scheduled workshops. The process of entry and integration continues through placement testing, academic counseling, and monitoring students' successes. These processes are provided at the Sutter County Center.

Yuba College offers a variety of educational modes and delivery systems to serve the needs of its widespread and diverse student population and as a way of facilitating best practices in andrological instruction techniques and methods. Course delivery methods have evolved with changes in content, technology, and students' needs.

Courses are offered in a variety of formats, with technology playing varying roles in course and program offerings, as decided by the instructor, specific program requirements, or the college. At the Sutter County Center, 16.233 FTEF were used to teach 74 sections of courses in face-to-face delivery during Fall 2012. Only 3.53 FTEF were used to offer 18 online sections, attributed to the Sutter County Center for Fall 2012. Both modes of delivery will see an increase in the FTEF and number of sections for Spring 2013.

Yuba College has processes and committees in place to assess that all instructional programs offered by the college are of high-quality, and contain the appropriate breadth, depth, rigor, and sequencing. The time to completion and learning outcomes by all courses and programs are also areas of ongoing discussions at the college, which lead to implementing improved practices.

Beginning with district and college level master plans, including the Yuba Community College District Institutional Effectiveness (IE) Model and the Yuba College Educational Master Plan, the college evaluates its program and course offerings on a regular and ongoing basis. The Curriculum Committee reviews all course outlines and program requirements to ensure that the official Course Outline of Record includes proper: hours (lecture and laboratory), units, credit information, grading method, prerequisites, course objectives, course description, methods of instruction, methods of assessment, applicable types of assignments, teaching materials, evaluation criteria, ADA accommodations, repeatability, and approvals from faculty/dean/vice president/curriculum committee/articulation/board. The sequencing of all courses is determined by departments and scheduled with consultation between the dean and appropriate faculty members to ensure there is a consistent commitment to improving student learning through appropriately evolving course and program structures. The Executive Dean of the Sutter County Center works with all college academic deans to implement improvements to courses and programs offered at the center.

Another assessment of the quality, breadth, depth, rigor, and sequencing of all courses and programs occurs within program reviews, which are conducted on a 4-year rotation with annual updates. These processes are evaluated by the College's Director of Research, Planning, and Student Success reviewing transfer rates, the success of transfer students, and the outcomes of articulation agreements.

Finally, formal time is set aside every academic year for faculty to discuss academic and departmental matters; a college hour is scheduled on Tuesdays and Thursdays from 12:00-1:00 pm without classes so that faculty can meet as colleagues to discuss professional matters through regularly scheduled division meetings (4^{th}

Tuesday of every month), Curriculum Committee (1st and 3rd Tuesdays of every month), and Academic Senate (every Thursday). The Sutter Center is regularly discussed at Academic Senate and Curriculum Committee meetings.

All courses and programs offered at the Sutter County Center have been established to address the needs of the identified population, according to data related to the institution's location, resources, and role in higher education. The Yuba College Fact Book containing demographic information regarding the counties served and past, present, and projected students is compiled annually by the Yuba College Director of Research, Planning, and Student Success. In addition to providing general information regarding the gender, income level, and race of the student population served, this document quantifies the number of students who take courses within each division, which classes students are enrolling in, and how many degrees and certificates are awarded.

This information has aided in establishing and refining the goals and actions defined in the Yuba Community College District Institutional Effectiveness (IE) Model and the Yuba College Educational Master Plan. These are the guiding documents for the college, and program reviews, division meetings, counselor recommendations, Curriculum Committee recommendations, and faculty participation in professional organizations all provide valuable input to evaluate and maintain effective courses and programs.

The annual Yuba College Program Growth and Development report also aids in maintaining course and program offerings and represent the needs of the identified population served. This document is assembled from analyzing and asking the local population – students and community stakeholders – for projections and recommendations regarding the future of Yuba College and its specific sites and centers. The report findings are compiled from analyzing the local labor market, the directions taken by Yuba College graduates, and surveys of the occupational interests of community stakeholders. Yuba College faculty, staff and students, local business owners and employees, and community members contribute to the report by responding to a survey that is published in multiple forums throughout the community, including the college website, county newspaper, Chamber of Commerce mailers, during the Yuba City Downtown Stroll, at the Career Technical Education Summit, and at the Yuba Community College District Board of Trustees meetings. Specific community recommendations for the Sutter County Center are compiled and analyzed.

Yuba College ensures that that students and prospective students receive clear and accurate information about educational courses, programs, and transfer policies through several resources beginning before entry and continuing through students' academic experience. The offerings and requirements of the college are presented within the matriculation process, the college catalog, the college web site (with links to program specific web sites), brochures for Career and Technical Programs (CTE), Title 5 Course Outline of Record, and syllabi for all courses. Through these

resources, the college describes its degrees and certificates in terms of their purpose, content, course requirements, and expected student learning outcomes. The Sutter County Center website provides a link to courses offered solely at the center and to all other information about educational courses, programs, and transfer policies.

Additionally, the center provides printed catalogs, brochures and flyers to provide students with all necessary information. The Sutter County Center specifically ensures that prospective students receive clear and accurate information through regular visits to area high schools by the Executive Dean and staff to communicate directly with high school students about the offerings at the center. These visits will transpire at least once per academic year, twice if requested by area high schools.

Service Area high school administrators and counselors were invited to the Sutter County Center's "High School Open House" on September 7, 2012. More than 100 area administrators and counselors from 10 different public and charter high schools were invited to attend the event. Members of the Yuba City Unified School District Governing Board and District administration were also invited to attend. More than 50 participants attended to tour the center, gather information, and contribute to the center's self-assessment in serving community needs and retaining students.

Copies of all class syllabi for classes offered at the Sutter County Center are kept on file and updated each semester by the center's administrative secretary. Communication with and among all faculty and staff at the Sutter County Center is facilitated through a listsery that is updated each semester.

Standard II-B: Student Support Services

The institution recruits and admits diverse students who are able to benefit from its programs, consistent with its mission. Student support services address the identified needs of students and enhance a supportive learning environment. The entire student pathway through the institutional experience is characterized by a concern for student access, progress, learning, and success. The institution systematically assesses student support services using student learning outcomes, faculty and staff input, and other appropriate measures in order to improve the effectiveness of these services.

Several programs and services are identified in the <u>Educational Master Plan</u> as being essential for student success, and are considered imperative at each college site. They include outreach and high school community liaison programs and activities; orientation, admission, and records functions; assessment and placement services; financial aid assistance; academic, personal, and career counseling; transfer advising; special population services (EOP&S, DSPS, Veteran's Affairs, and

CalWORKs); library, learning center, and tutoring services; and student success courses and workshops.

The Sutter County Center provides most student services available at the Yuba College campus and all those identified in the Educational Master Plan as being imperative at each college site. The following table outlines the student services available at the Sutter County Center as of September 2012:

Student Service	Operating Hours
Assessment / Placement Testing	M-TH 11 a.m. to 2 p.m.
	F 8 a.m. to Noon
<u>Bookstore</u>	M-TH 9 a.m. to 4 p.m. (First two weeks only)
Counseling	M 9 to 11:30 a.m., noon to 2 p.m.
	W 10:30 a.m. to noon, 1 to 5 p.m.
	TH 9 a.m. to 3 p.m.
Dining Service	M-TH 8 a.m. to 3 p.m.
<u>Disabled Students Services</u>	M-F 8 a.m. to 5 p.m., as needed
Financial Aid Assistance	M-TH 8 a.m. to 5 p.m.
<u>Library</u>	M-F 8 a.m. to 5 p.m.
Open Computer Lab	M-F 8 a.m. to 5 p.m.
Registration	M-F 8 a.m. to 4 p.m.
Tutoring: English (Writing and	M-F 10 a.m. to 2 p.m.
Language Development Center)	
Tutoring: Math (College Success	M-TH 10a.m. to 2 p.m.
<u>Center</u>)	

The Sutter County Center offers Disabled Students Programs and Services accommodations for students during operating hours. The Center has a designated room for DSPS students, fully equipped with assistive technology, including: CCTV for visually impaired, a flatbed scanner that works in conjunction with Kurzweil software, JAWS software for visually impaired with a Zoom-Text keyboard, an optional ergonomic keyboard, Inspiration software, Dragon Naturally Speaking software, and MathTalk software. Other rooms are also available for DSPS testing and accommodations.

The fulltime Campus Operations Specialist, who manages the registration desk, is also trained to begin the DSPS eligibility process, which must be concluded at Yuba College. After eligibility has been determined at the main campus, all accommodations—physical and testing—can be met at the Sutter County Center. Note-taking services, however, must be first arranged at the main campus. Then they may be provided at the Sutter County Center. Captioning is required of all YCCD professors who use any visual media, regardless of where they teach. Tutoring services are provided by both the College Success Center and the Writing and Language Development Center, both of which have a regular presence at the Sutter County Center. Adapted PE, Study Skills Strategies, and HTC instruction are offered

solely at the main Yuba College campus, although the Sutter County Center does make available assistive technology. Proctoring DSPS student tests is managed by the center's Campus Operations Specialist, who is trained to work with DSPS students.

Assessment is also conducted by the Campus Operations Specialist, who comes from a comprehensive background in both DSPS and placement testing. The Campus Operations Specialist administers the Accuplacer exam for students seeking placement in math, reading, English and ESL courses. She supervises trained student assistants who may also administer these exams.

Financial Aid technicians are on site Monday through Thursday, 8 a.m. to 5 p.m., to provide assistance in completing the FAFSA, to explain Financial Aid regulations, to describe how disbursements take place, and to counsel students in all other financial aid matters. This level of service will continue for the foreseeable future.

During the Fall 2012 semester, counseling serves are provided every week, Mondays, Wednesdays, and Thursdays. Furthermore, the Campus Operations Specialist and registration desk student assistants help students complete the matriculation process. They assist students from the beginning of the application process to the conclusion of registering for classes. Counselors on site provide Education Plans and pull transcripts and test scores for those they counsel. Counselors are seeing students on a drop-in basis primarily but also from students scheduling counseling appointments on site.

Although the Extended Opportunity Programs and Services (EOPS), the Cooperative Agencies Resources for Education (CARE), and CalWorks operate solely at Yuba College, informational brochures about these programs are provided at the Sutter County Center. New Student Orientations are completed online.

All programs and services at the Sutter County Center are systematically assessed in a variety of ways, including program reviews, student learning outcomes, and surveys of students, staff, and faculty.

The college outreach and high school community liaison works closely with area high schools and the Executive Dean of the Sutter County Center, ensuring student support. A survey was created for high school students. During the months of October and November in 2012, Yuba College and/or Sutter County Center staff will visit area high schools, making presentations, primarily to high school seniors. As part of the presentations, this survey will be distributed to assess, from a student's perspective, how better to serve the area high school populations.

Another survey will be distributed at the same time to current Yuba College students attending the Sutter County Center. This survey is most pivotal in assessing how best to support student success and retention at the center. This survey will especially aid the center in its first semester to evaluate its performance

in serving our students. Similar survey efforts are planned for the Spring 2013 semester.

Yuba Community College District's administrative procedures govern the maintenance of Yuba College students' records permanently, securely, and confidentially by following Title 5 Federal Rules of Civil Procedure (AP 3310, Records Retention and Destruction) and processes established by the district and college. An auxiliary generator and battery backup system was installed in 2009-10 to protect district computer servers from failing due to power shortages. Records are divided into four classes that determine how they are dealt with and where they are located. No permanent records are stored at the Sutter County Center.

Student Services are reviewed by facilitators, participants, faculty, and students to assure that students needs are addressed as well as possible. Within each service or program annual program reviews are conducted, and the results are reviewed to locate weaknesses and dissatisfaction with the current programs and processes. These program reviews are administered within all classes, and they ask students about their awareness of the services available, if they have used the services, and how useful the services are (if applicable). Faculty, staff, and administrators also respond to surveys and are involved in discussions at department and division meetings to assess the effectiveness of student services offered. A functional part of the Institutional Effectiveness (IE) Model, program reviews within the student services are incorporated into the annual planning and budget process

Standard II-C: Library Learning Support Services

Library and other learning support services for students are sufficient to support the institution's instructional programs and intellectual, aesthetic, and cultural activities in whatever format and wherever they are offered. Such services include library services and collections, tutoring, learning centers, computer laboratories, and learning technology development and training. The institution provides access and training to students so that library and other learning support services may be used effectively and efficiently. The institution systematically assesses these services using student learning outcomes, faculty input, and other appropriate measures in order to improve the effectiveness of the services.

The Yuba College Sutter County Center Library collection is maintained and enhanced through ongoing consultations between library personnel and faculty, staff, and students. The Yuba College Library Mission Statement asserts, "Yuba College Library's central mission is to support the culturally diverse needs of our students and employees. As such, we are continually updating our holdings in the library and through our subscription databases, and following current and future trends, so that our students will be best served in a changing economic and technological world." The tenets of this mission are met through the knowledge and expertise of the Yuba College Librarian, who attends division meetings and holds

student and faculty orientations, in collaboration with the Sutter County Center Library Technical Assistant, who solicits recommendations to maintain an ongoing dialogue with professors, staff, and students regarding the need for new acquisitions – both print materials and online databases.

Due to changes in technology, the library print collections are currently being "weeded" to reduce the number of unused and outdated materials. Yuba College's Marysville Library collection of print volumes is being decreased from 60,000 to 30,000, utilizing the assistance and recommendations of faculty and staff. At the Sutter County Center, the library currently holds approximately 250 print titles. In essence, it is a virtual library. Approximately 40,000 E-books from NetLibrary and e-brary have been purchased to accommodate distance learners, Sutter County Center students, and to meet the needs of students beyond traditional library hours. Additionally, the number of online databases, which have been more frequently requested by faculty, staff, and students, has been increased by 500 percent, from four databases during the 2005/2006 school year to 20 databases being requested during the 2010/2011 school year. Currently, the college subscribes to over 40 online databases.

Because the center does not have a large print collection, library staff make a concerted effort to inform patrons of the inter-library loan service available through the OCLC WorldCat system. Students, faculty and staff may check out a book from libraries across the country, usually receiving the book within seven days and having it for two weeks. The Sutter County Center Library collections will evolve through ongoing and systematic interactions between the library staff and faculty and students, with the key emphasis on supplying materials and services to improve student learning. To locate materials that are most applicable to the course offerings, and therefore needs of the faculty and students, trial databases will continue to be made available to faculty for evaluation and feedback before they are purchased.

Resources within the Library (which include the <u>Writing and Language</u> <u>Development Center</u>, the <u>College Success Center</u> and group study areas) are maintained and secured on a regular basis to provide a clean, safe, and secure environment for faculty, staff, and students. These areas can be locked and secured from the rest of the center as needed.

The library at the Sutter County Center is open 45 hours per week, 8 a.m. to 5 p.m. Monday through Friday. When the center will be open in the evenings during the Spring 2013 semester, the library hours will be extended to accommodate evening students. Currently, between 450 and 500 patrons per week enter the library facility and use its services, and the Library Technical Assistant and student support staff field approximately 140 reference questions a week. This does not include directional questions, such as how to access Blackboard online class sites, how to format an MSWord document, how to use the photocopier or scanner, and how to log into WebAdvisor. The Library Technical Assistant is available to students and

faculty for research questions via email or private research appointments. Other serves provided by the library include Distributive Education testing services, photocopy services, library orientations, a textbook reserve collection, and an open media lab.

The Open Media lab consists of 16 computer workstations that are available to students during library hours. An additional computer in a private study area is available through the Disabled Students Programs and Services (DSPS) for students with disabilities. Additionally, two group study areas provide large screen monitors to which students may connect laptops for group work and projects. All computers have internet connections and printing capability. Currently, printing services are provided to students free of charge if the materials are required for coursework at the Sutter County Center. WIFI will be available through the center free of charge beginning in October 2012.

The Basic Skills Initiative Committee analyzed success rates of developmental level students, then created a response to serve the needs of these entry level students. At the Sutter County Center, the Yuba College Writing and Language Development Center (WLDC) serves the reading, writing, and language acquisition needs of students studying content across the disciplines. Its mission statement reflects these objectives: "To assist students in all aspects of language and writing development, helping them to become independent, lifelong learners, empowered to achieve their educational and life goals." The WLDC at the Sutter County Center operates under the supervision of a classified Instructional Associate and with the assistance of a student tutor. The WLDC provides a variety of services to assist students in their learning outcomes. WLDC personnel are continually seeking information regarding best practices for learning centers and implementing teaching strategies and student resources to improve student learning and educational effectiveness.

The College Success Center (CSC), located in a library study area, provides math tutoring services that contribute to students' learning and college success. These services are facilitated by five student tutors, two of whom tutor on MWF and three of whom tutor on TTH. These personnel work with a faculty coordinator and the Director of Research, Planning and Student Success to review and maintain the services and resources through regularly scheduled meetings. Attendance records have been integrated to track student success, request additional financial support for extended tutor hours, plan for improved services, and advertise the success of students who use the CSC.

Standard III-A: Human Resources

The institution effectively uses its human, physical, technology, and financial resources to achieve its broad educational purposes, including stated student learning outcomes, and to improve institutional effectiveness.

Yuba College has several plans and processes in place to ensure that qualified personnel are employed to support student learning programs offered by the college and improve institutional effectiveness. District-wide, college based, and department specific policies and measures are utilized within the guidelines and processes that determine the appropriate education, training, and experience needed to sufficiently staff the programs and services available at Yuba College.

At the district level, staffing needs are articulated in the Institutional Effectiveness Model (IE) Model, which situates the structure of analysis and discussion related to reviewing academic programs, student services, student learning outcomes, and administrative services. This structure is reinforced in Board Policy 3250 (Institutional Planning). At the college level, Five-year Faculty Staffing and Five-year Management and Classified Staffing Plans were created in 2007 to form the basis for the staffing needs of the college to meet the intended aims within programs and services offered, and both are directly connected to the goals asserted within the Yuba College Educational Master Plan.

However, due to statewide budgetary constraints, the staffing needs asserted within these plans have not been realized since they were developed in preparation for the multi-college transition. Instead, duties have been stretched and redistributed among managers and classified staff to support the programs and services offered by the college with limited personnel. Currently, the following positions are staffed fulltime at the Sutter County Center:

- 1 Supervisor/Executive Dean
- 1 Administrative Secretary II
- 1 Campus Operations Specialist II
- 1 Library Technical Assistant
- 1 Custodial/Maintenance Worker

By Fall 2013, the Sutter County Center will require a fulltime grounds keeper; in fact, by Spring 2013, a .5 FTE grounds keeper should be allocated to the center. Otherwise, the grounds will quickly become shabby and in poor condition. Another Campus Operations Specialist and a fulltime certificated librarian should be funded as the center grows and acquires more FTES. Fulltime faculty positions should also be staffed exclusively at the Sutter County Center.

All prospective hires must meet the minimum qualifications required for the position and must have the required education, training, and/or experience. The minimum qualification pre-screening is conducted by Human Resources Development and Personnel Services. The Sutter County Center's Executive Dean relies on the Academic Division Deans of Yuba College to supply qualified fulltime and adjunct faculty members to staff classes at the Center. In the event that additional adjunct faculty must be found, the Executive Dean consults with the academic deans and appropriate department faculty.

Yuba College has written procedures and structured employee evaluation processes in place to assure the effectiveness of its management, faculty, and staff. Evaluations are conducted on an ongoing basis and serve to facilitate improvement of individual's job performance and through this improve institutional effectiveness, as articulated in Board Policy 7150 (Evaluation). There are set processes in place for adjunct faculty, full time faculty, management, and classified staff, which are each designed to assess and provide feedback on job specific skills and responsibilities. Faculty evaluations at the Sutter County Center are conducted by the center's Executive Dean and tenured faculty members, utilizing a standardized form that includes students' feedback and classroom observations for teaching faculty.

The Management Handbook provides the Sutter County Center's Executive Dean a clear process for dealing with conflict resolution. A clear process exists for reporting complaints and resolving grievances. These proactive trainings and processes for incidents that may occur are evidence of how the district and college ensure that their personnel are treated fairly. Student discipline is handled through the Student Code of Conduct. Faculty report violations to the Executive Dean for resolution. If resolution cannot be reached, the President of Yuba College may become involved.

Standard III-B: Physical Resources

Physical resources, which include facilities, equipment, land, and other assets, support student learning programs and services and improve institutional effectiveness. Physical resource planning is integrated with institutional planning.

The Sutter County Center, newly constructed, offers all physical resources needed to support student learning. The Sutter County Center offers Disabled Students Programs and Services accommodations for students during operating hours. The Center has a designated room for DSPS students, fully equipped with assistive technology, including: CCTV for visually impaired, a flatbed scanner that works in conjunction with Kurzweil software, JAWS software for visually impaired with a Zoom-Text keyboard, an optional ergonomic keyboard, Inspiration software, Dragon Naturally Speaking software, and MathTalk software. Other rooms are also available for DSPS testing and accommodations.

The fulltime Campus Operations Specialist, who manages the registration desk, is also trained to begin the DSPS eligibility process, which must be concluded at Yuba College. After eligibility has been determined at the main campus, all accommodations—physical and testing—can be met at the Sutter County Center. Note-taking services, however, must be first arranged at the main campus. Then they may be provided at the Sutter County Center. Captioning is required of all YCCD professors who use any visual media, regardless of where they teach.

Tutoring services are provided by both the College Success Center and the Writing and Language Development Center, both of which have a regular presence at the Sutter County Center. Adapted PE, Study Skills Strategies, and HTC instruction are offered solely at the main Yuba College campus, although the Sutter County Center does make available assistive technology. Proctoring DSPS student tests is managed by the center's Campus Operations Specialist, who is trained to work with DSPS students. All classrooms are ADA compliant and offer special seating accommodations. There are five push bar automatic door entrances into the facility, and 19 of the 759 parking spaces are reserved for students and staff with physical disabilities, located closest to the center.

Assessment is also conducted by the Campus Operations Specialist, who comes from a comprehensive background in both DSPS and placement testing. The Campus Operations Specialist administers the Accuplacer exam for students seeking placement in math, reading, English and ESL courses. She supervises trained student assistants who may also administer these exams.

Financial Aid technicians are on site Monday through Thursday, 8 a.m. to 5 p.m., to provide assistance in completing the FAFSA, to explain Financial Aid regulations, to describe how disbursements take place, and to counsel students in all other financial aid matters. This level of service will continue for the foreseeable future. During the Fall 2012 semester, counseling serves are provided every week, Mondays, Wednesdays, and Thursdays. Furthermore, the Campus Operations Specialist and registration desk student assistants help students complete the matriculation process. They assist students from the beginning of the application process to the conclusion of registering for classes. Counselors on site provide Education Plans and pull transcripts and test scores for those they counsel. Counselors are seeing students on a drop-in basis primarily but also from students scheduling counseling appointments on site.

Although the Extended Opportunity Programs and Services (EOPS), the Cooperative Agencies Resources for Education (CARE), and CalWorks operate solely at Yuba College, informational brochures about these programs are provided at the Sutter County Center. New Student Orientations are completed online.

Standard III-C: Technology Resources

Technology resources are used to support student learning programs and services and to improve institutional effectiveness. Technology planning is integrated with institutional planning.

Technological resources at Yuba College, as provided in part by the District, are designed to meet the learning, teaching, college-wide communication, research, and operational system needs of all college constituents. Collectively, the technological

services, professional support, facilities, hardware, and software are designed to enhance the operations and effectiveness of the college.

The equipment and facilities at the Sutter County Center are state-of-the art. Standard smart-classroom technology includes an instructor console with a networked computer, document camera and digital display or projector controlled by an easy to use switching system, and a web-based remote monitoring system. Technologies currently being piloted include interactive software and digital pen device and an energy efficient hybrid laser projector in several rooms. Every classroom is equipped with large LCD screens or projectors that display what is being performed on the instructor computer, which has access to the Internet. Speaker systems in each room allow for playback from the computer DVD systems and online audio.

Four classrooms are equipped with WACOM monitors, allowing instructors to draw with digital pens directly onto the monitor and produce the image on the screens above for students to view. Two classrooms allow Video Conference Instruction (VCI), allowing instruction at two different sites simultaneously, one from the center and another at another campus or college. This technology should be fully functioning by Spring 2013. Two rooms are computer labs, equipped with 30 student computers each. The student computers can be lowered and hidden into desks, allowing a full desk for student use when a computer is not needed. Printers are located throughout the building for student and staff use. By October 2012, WIFI access will be available throughout the center. By Spring 2013, we anticipate the installation of document cameras and DVD/VCR players in each classroom. All faculty members have access to a computer and phone in their offices. The shared adjunct office, containing eight cubicles and several lockable filing cabinets, has three computers and three phones for adjunct use.

Standard III-D: Financial Resources

Financial resources are sufficient to support student learning programs and services and to improve institutional effectiveness. The distribution of resources supports the development, maintenance, and enhancement of programs and services. The institution plans and manages its financial affairs with integrity and in a manner that ensures financial stability. The level of financial resources provides a reasonable expectation of both short-term and long-term financial solvency. Financial resource planning is integrated with institutional planning.

Statewide, financial resources have been affected by the economic downturn, and as a result, the current distribution of financial resources stretches to support the development, maintenance, and enhancement of programs at Yuba College. For the last few years, due to budgetary reductions statewide, financial resources have not been sufficient to fully support student learning programs and services and/or to improve institutional effectiveness, causing a reduction in the number of programs,

services, and personnel at YCCD. The District's finances are managed with integrity and in a manner that ensures financial stability; however, this has been an evolving process during the transition into a multi-college district and as funds have been reduced by a downturned economy.

There are several structures and processes in place that facilitate the overall financial planning at the district and colleges level and include a wide range of constituents. A regular assessment of the financial resources district wide is conducted by the District, and monthly reports are presented during open Board meetings. This information is compiled into an annual budget by the Chief Business Officer and is then presented to the YCCD Chancellor and the members of the executive staff. Subsequently, this budget is shared with both the Yuba College Council and the District Consultation and Communication Council (DC3) members before being presented to the Board of Trustees. A budget subcommittee of DC3 was developed to create the Resource Allocation Model, and this group is still working on the process of adopting and implementing said model.

The oversight and management of the individual budget for the Sutter County Center falls within the purview of the Executive Dean. Initial fiscal resources for the Sutter County Center are to fund not only on-going expenditures, but also one-time costs associated with equipping a new educational facility. For the 2012-13 fiscal year, approximately \$1 million from the district's general fund was allotted for the Sutter County Center. However, the district anticipates that the center will reach the necessary FTES to qualify for official center status within its first year of operation. Thus, almost all of the budgeted amount will be covered in future fiscal years by additional revenue garnered from the Sutter County Center achieving center status, and center's operations will not have a significant impact on the institution's budget.

Ongoing attainment of 1,000 FTES per academic year at the Sutter County Center may require a closer analysis of district and college FTEF allotment. Furthermore, although the revenues garnered from achieving center status will alleviate the ongoing fiscal impact on the institution's budget, this revenue will not eliminate the impact altogether. District and Yuba College administrations recognize the need to re-examine and, if necessary, re-align budget allocations in their commitment to maintain a fully functioning educational center in Sutter County.

Standard IV-A: Decision-Making Roles and Processes

The institution recognizes and utilizes the contributions of leadership throughout the organization for continuous improvement of the institution. Governance roles are designed to facilitate decisions that support student learning programs and services and improve institutional effectiveness, while acknowledging the designated responsibilities of the governing board and the chief administrator.

Consistent with Legislation AB 1725 and stated within the Yuba Community College District Shared Decision Making Model, which is published in the Yuba College Council Handbook, faculty, staff, and students are provided the opportunity to "participate equitably and collegially in the decision-making processes of the college." The Sutter County Center Executive Dean, faculty, staff, and students have multiple avenues for participating in improving the practices, programs, and services the college provides, as well as assisting in advancing the offerings available for the student population served. Many plans and committees are in place to work at maintaining and evolving the resources at Yuba College to create an environment for empowerment, innovation, and institutional excellence that places "students first," as defined by the Yuba College Mission Statement. The administrator, faculty, staff and students of the Sutter County Center are involved in these plans and committees.

Students are represented at the respective college sites by The Associated Students of Yuba College (ASYC). The Associated Students of Yuba College meets every Thursday from 11:30 a.m. to 1 p.m. in the library of the Sutter County Center and maintains a student liaison with the Center, who plans and coordinates activities and events for students on site. She also communicates student government and club plans and activities at the main campus with students attending the center. The Student Council serves as the governing body which relays students' views to the administration and the Board of Trustees through participation on the Board and within College Committees. A student trustee is similarly elected to this annual position as a governing member of the Board of Trustees.

Faculty and staff at the Sutter County Center are encouraged to participate on the same committees and planning processes as made available to their peers at the main Yuba College campus. Since many faculty teach at both the main campus and the Sutter County Center, they can attend meetings on the Yuba College campus. Meeting rooms at the Sutter County Center are outfitted with phones for teleconferencing, and beginning Spring 2013, video conferencing between the center and the main campus should also be available to facilitate more active participation from those who work exclusively at the Sutter County Center.

The Executive Dean of the Sutter County Center is required to participate on the following committees held on the Yuba College campus as well as other campuses throughout the district:

- CHEX Plus (Chancellor's Executive Council extended)
- District Academic and Student Services
- District Managers Committee
- Measure J Committee
- Yuba College Council
- Yuba College Managers

Administrators are involved in planning and establishing policies and planning agendas on an ongoing basis. Yuba College committees and administrators provide recommendations to the senior administrative positions – the Yuba College President and the Sutter County Center Executive Dean. Through established governance structures, processes, and practices, the governing board, administrators, faculty, staff, and students work together to collectively improve Yuba College. The processes in place facilitate discussions of ideas and the college constantly strives to improve the system of communication to make it more effective and transparent.

Standard IV-B: Board and Administrative Organization

In addition to the leadership of individuals and constituencies, institutions recognize the designated responsibilities of the governing board for setting policies and of the chief administrator for the effective operation of the institution. Multi-college districts/systems clearly define the organizational roles of the district/system and the colleges.

Several plans and structures are in place at the District and College levels to ensure that the operating structures are clearly defined and implemented to maintain and enhance institutional effectiveness. In August 2012, a new Yuba Community College District organizational structure was adopted, requiring a District Public Information Officer and a Director of Resource Development to report directly to the Chancellor, to whom the Yuba College President, Chief Human Resources Officer, Vice Chancellor of Educational Services, Chief Business Officer, and the Woodland Community College President also report.

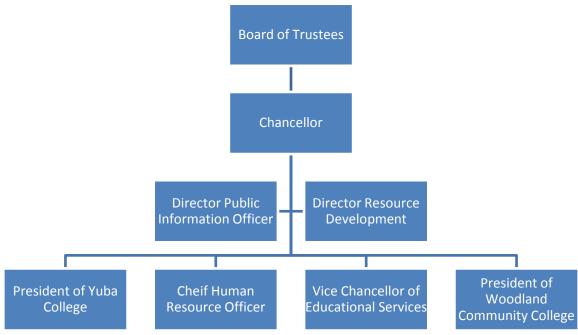


Figure 5: Source: YCCD Proposed District Organizational Structure 2012-2013

At the college level, the President has the primary responsibility for the quality of the institution he leads. At Yuba College the President is involved with planning, organizing, budgeting, selecting and developing personnel, and assessing institutional effectiveness. The Yuba College Vice President of Academic and Student Services, the Executive Dean of the Clear Lake Campus, and the Executive Dean of the Sutter County Center report directly to the Yuba College president, who reports directly to the Chancellor and keeps the Chancellor informed of any challenges, issues, or significant accomplishments at the college. The President also attends board meetings and provides a monthly report to her fellow administrators and other college constituents, as appropriate.

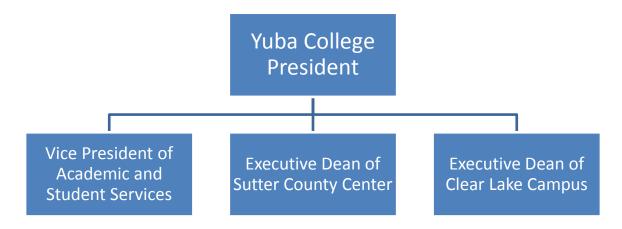


Figure 6: Source: YCCD Proposed District Organizational Structure 2012-2013

The district has established clearly defined roles of authority and responsibility between the colleges and the district in most areas and the district acts as a liaison between the colleges and the governing board. The Yuba Community College District Multi-College Transitional Plan was adopted in 2005 and the Multi-College Project Team met on administrative items that had a district-wide impact.

Attachment A

The Economic Contribution of Yuba Community College District



THE ECONOMIC CONTRIBUTION OF YUBA COMMUNITY COLLEGE DISTRICT

State of California

Executive Summary

March 13, 2006

M. Henry Robison and Kjell A. Christophersen



HIGHLIGHTS

- Students enjoy an attractive 21% annual return on their investment of time and money—for every \$1 the student invests in YCCD, he or she will receive a cumulative \$6.02 in higher future earnings over the next 30 years or so (after discounting).
- Taxpayers see a real money "book" return of 8% on their annual investments in YCCD and recover all investments in 15 years.
- The State of California benefits from improved health and reduced welfare, unemployment, and crime, saving the public some \$3.1 million per year, each year that the students are in the workforce.
- The YCCD Service Area economy owes roughly \$604.6 million of its regional income to YCCD operations and past student productivity effects. This figure amounts to roughly 6% of a typical year's regional economic growth.

INTRODUCTION

How do the YCCD Service Area economy and the State of California benefit from the presence of Yuba Community College District (YCCD)?

An obvious question often asked, but rarely answered with more than anecdotes. In this study, CCbenefits, Inc. applied a comprehensive economic model they developed with funding from the Association for Community College Trustees (ACCT). The model captures and quantifies the economic benefits of community and technical colleges, and translates these into common sense benefit/cost and investment terms.

The study tracks four types of benefits:

- Regional Economic Benefits Local job and income formation;
- Student Perspective Higher earnings captured by exiting students;
- Taxpayer Perspective A collection of social benefits and avoided costs;
- Investment Analysis The return to taxpayers for their college support.

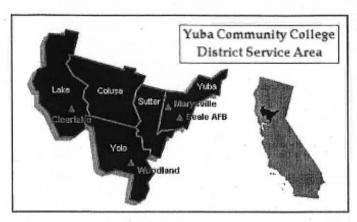
The economic impact model has been subjected to peer review and field-tested on over 500 different community and technical colleges throughout the U.S. and Canada. Model results are based on solid economic theory, carefully drawn functional relationships, and a wealth of national and local education-related data. The model also provides an analytical alternative from the all-too-common "advocacy analyses" that inflate benefits, understate costs, and thus discredit the process of higher education impact assessment.

THE RESULTS



For a more indepth discussion of the results, the reader is encouraged to consult the Main Report, "The Economic

Contribution of Yuba Community College District," containing the detailed assumptions, their context, and the computation procedures.



> Regional Economic Benefits

YCCD affects the local economy in two ways: 1) through its local purchases, including the wages paid to its faculty and staff, and 2) through a human capital effect stemming from an increase in the skill-base of the local workforce. The effects of YCCD break down as follows:

 YCCD Operations and Capital Spending

YCCD creates regional income through the earnings of its faculty and staff, as well as through its own operating and capital expenditures. Adjusting for taxes and other monies withdrawn from the local economy in support of YCCD, we can say that the present-day YCCD Service Area economy owes roughly \$24.5 million in labor and non-labor income to YCCD operations and capital spending.

 Higher Regional Income Due to Past Instruction Each year students leave YCCD and join or rejoin the local workforce. Their added skills translate to higher income and a more robust YCCD Service Area economy. Based on current enrollment, turnover, and the growth of instruction over time, the local region workforce embodies an estimated 3.2 million

credits of past and present instruction. The accumulated contribution of past and present YCCD instruction adds some \$580.2 million in regional income to the current YCCD Service Area.

In sum, YCCD contributes a total of \$604.6 million in regional labor and non-labor income to the current YCCD Service Area economy. This is the approximate equivalent of 12,700 jobs.

Student Perspective

The student's perspective on the benefits of higher education is the most obvious: he or she sacrifices tuition and current earnings for a lifetime of higher earnings. For every credit unit completed, YCCD students will, on average, earn \$93 more per year each year they are in the workforce.

Alternatively, for every full-time year they attend they will earn an additional \$2,776 per year. In the aggregate (all exiting students), the higher earnings amount to some \$16.0 million per year for each year they remain in the workforce.

From an investment standpoint, YCCD students will enjoy a 21% rate of return on their investments of time and money. This compares favorably with the returns on other investments, e.g., the long-term return on U.S. stocks and bonds. The corresponding benefit/cost ratio is 6.0, i.e., for every \$1 the student invests in YCCD education, he or she will receive a cumulative of \$6.02 in higher future earnings over the next 30 years or so. Note that this is a real return and accounts for any discounting that may occur during the entire thirty-year period. The payback period (the time needed to recover all costs) is 7 years.

> Taxpayer Perspective

State and local government spent \$46.2 million in support of YCCD during the analysis year. Is this a good use of taxpayer money? Our analysis indicates that the answer is a resounding yes: Returns far outweigh the costs, and the attractiveness of the taxpayer investment is even stronger when a collection of incidental social savings is included in the assessment.

For example, persons with higher education are less likely to smoke or abuse alcohol, draw welfare or unemployment benefits, or commit crimes. This translates into associated dollar savings (avoided costs) amounting to some \$18 per credit unit per year, counted as an indirect benefit of YCCD education. When aggregated across all exiting students, the State of California will benefit from \$3.1 million worth of avoided costs per year, each year that the

students are in the workforce. These savings, commonly known as externalities, are broken down as follows:

Improved Health

Employers in the State of California will see health-related absenteeism decline by 3,700 days per year, with a corresponding annual dollar savings of approximately \$277,000. The state will benefit from the health-related savings of roughly 230 fewer smokers and 50 fewer alcohol abusers. The corresponding dollar savings are \$689,000 and \$350,000 per year, now and into the future (these savings include insurance premiums, co-payments and deductibles, and withholding for Medicare and Medicaid).

Reduced Crime

Incarceration drops with each year of higher education. In the State of California, about 90 fewer individuals will be incarcerated per year, resulting in annual savings of \$657,000 (combined savings from reduced arrest, prosecution, jail, and reform costs). Reductions in victim costs (e.g., property damage, legal expenses, lost workdays, etc.) result in savings of \$211,000 per year. Finally, that people are employed rather than incarcerated adds \$249,000 of earnings per year to the economy.

Reduced Welfare/Unemployment

There will be around 300 fewer people on welfare, and 80 fewer drawing unemployment benefits per year, saving some \$548,000 and \$99,000 per year, respectively.

Investment Analysis

The return on a year's worth of state and local government investment in YCCD is obtained by projecting the associated educational benefits into the future, discounting them back to the present, and weighing these against the \$46.2 million state and local taxpayers spent during the analysis year to support the district. The analysis is based on the portion of YCCD operations that is wholly dependent on state and local government support. Two investment perspectives are possible, one broad and one narrow.

· Broad Perspective

Taxpayers expect their annual investment in YCCD to result in higher lifetime earnings for students and social savings from lifestyle changes (reduced crime, welfare and unemployment, and improvements in health). From a broad investment perspective, the value of all future income and associated social savings is compared to the year's worth of state and local taxpayer support that made the benefits possible. Following this procedure, it is estimated that YCCD provides a benefit/cost ratio of 11, i.e., every dollar of state or local tax money invested in YCCD today returns a cumulative of \$11 over the next 30 years. As above, this is a real return, accounting for any discounting that may occur during the thirty-year period. The nominal return would be significantly higher.

Narrow Perspective

The narrow perspective limits the benefit stream to state and local government budgets, namely, increased tax collections and expenditure savings. For example, in place of total increased income, the narrow perspective includes only the increased state and local tax receipts from those higher incomes. Similarly, in place of overall crime, welfare, unemployment and health savings, the narrow perspective includes only those portions that translate to actual reductions in state and local government expenditures.

Note here that it is normal for the state government to undertake activities wanted by the public, but which are unprofitable in the marketplace. This means that positive economic returns are generally not expected from government investments. From the narrow taxpayer perspective, therefore, even a small positive return (a benefit/cost ratio equal to or just greater than 1, or a rate of return equal to or just greater than the 4% discount rate used in this analysis) would be a favorable outcome, certainly one that justifies continued taxpayer support of the district. For YCCD, the narrow perspective results greatly exceed the minimum expectations.

The results indicate strong and positive returns: a rate of return of 8%, a benefit/cost ratio of 1.8 (every dollar of state or local tax money invested in YCCD today returns \$1.76), and a short payback period of only 15 years.

CONCLUSION

The results of this study demonstrate that YCCD is a sound investment from multiple perspectives. The district enriches the lives of students and increases their lifetime incomes. It benefits taxpayers by generating

increased tax revenues from an enlarged economy and reducing the demand for taxpayer-supported social services. Finally, it contributes to the vitality of both the local and state economies.

Benefits at a Glance

Regional Analysis	Regional Impact		
Regional Economic Growth			
Annual college contribution to regional in	\$24,474,000 \$580,161,000		
Annual student contribution to regional income (labor and non-labor)			
TOTAL	\$604,635,000		
Annual Benefits			1.0
Higher earnings			
Aggregate (all students)			\$15,952,000
Per Credit			\$93
Per full-year equivalent student	\$2,776		
Social savings			
Aggregate (all students)			\$3,080,000
Per Credit	\$18		
Perfull-year equivalent student	9		\$536
Investment Analysis	RR	B/C Ratio	Payback (Years)
Students	20.9%	6.0	6.9
Taxpayers: Broad Perspective	NA	11.4	NA
Taxpayers: Narrow Perspective	8.0%	1.8	14.6

Source: See Volume 1: Main Report and Volume 2: Detailed Results.

This short summary report is one of six products generated for this impact study. In addition, one long report intended for economists and college institutional researchers lays out the detailed assumptions and analysis. Another report provides detailed tabular results by gender, ethnicity, and entry levels of education, and a one-page fact sheet contains highlights of the study results at a glance. The study also includes a one-page write-up in layman's terms about the differences between the broad and narrow taxpayer perspectives. Lastly, a PowerPoint presentation is developed showing the main results for college presidents to adapt and use in speeches before state legislators and other education stakeholders.

TAXPAYER PERSPECTIVES: YUBA COMMUNITY COLLEGE DISTRICT

State and local taxpayers earn 8% rate of return on their investment in Yuba Community College District.

The verdict is in: Yuba Community College District adds more money to the state treasury than it takes out. Not only does the college district pull its own weight, but it also effectively subsidizes other sectors funded by the taxpayers. Absent YCCD, taxes would actually have to be raised in order to maintain services in all other sectors at their current levels.

The return on investment is considered from two taxpayer perspectives: broad and narrow. To better appreciate both of these, we develop them more fully below.

Broad Investment Perspective

In the broad perspective we add up all benefits regardless of recipient and compare the total to the investment made in a benefit/cost ratio. If the ratio is less than one, the investment is not worthwhile; if it is greater than one, the investment can be considered sound.

Some examples: a transportation authority justifies a new road by showing that the savings in travel time and vehicle expenses accrued by thousands of drivers exceed the project's cost. Public parks are justified by showing that recreation, scenic and other values accruing to park users exceed the public outlay for park infrastructure, operation, and the net value of extractive resources not used. All benefits are counted, not just those that accrue back to state or local government. This is the hallmark of the broad investment perspective.

Applying this perspective to YCCD, the benefits accrue to different publics. The students accrue the higher earnings as long as they are in the workforce, whereas the public at large accrue the external social benefits (i.e., reduced crime, welfare and unemployment, improved health, and less absenteeism from work). All of these are tallied up and compared to the investments made by state and local government, or the taxpayers. A broad perspective benefit/cost ratio greater than 1.0 is a minimal indicator of a worthwhile public investment.

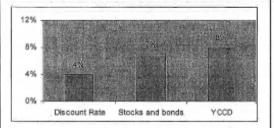
Yuba Community College District's benefit/cost ratio thus counted is 11. In other words, the cumulative added value attached to each dollar invested will have a present value of \$11 by the end of the students' working career.

Narrow Towestment Perspective

The narrow investment perspective counts only benefits that can be entered into the books of state and local governments. For example, a portion of higher student earnings will be captured by state and local governments in the form of added tax receipts. Additionally, because state and local governments bear part of the cost of crime, their budgets benefit from education-induced crime reductions. The same holds in varying degrees for the other assorted benefits of an educated populace. The bottom line: while state and local governments spend money in support of Yuba Community College District, they receive benefits in the form of increased tax receipts and an assortment of reduced expenditures or avoided social costs.

Worthwhile public projects routinely generate negative narrow perspective returns. Generally, the role of government is to provide services that the public wants, but the business sector finds unprofitable. Considerable funds are spent on public parks, for example, yet except for entry fees and some concessionaire or special events receipts, no monies directly return to the state or local taxpayers. From a narrow investment perspective, taxpayer returns are negative, and the park is justified by the benefits tracked under the broad perspective.

The important finding of this analysis is that the results are not only strong from the broad perspective but, unlike most government endeavors, the taxpayer investments generate strong results from the narrow perspective as well. Economists generally assume a 4.0% discount rate in analyzing government investments, assuming that governments can obtain unsecured loans at a rate of 4.0% or receive a return of 4.0% on any excess funds were they to be invested. Since YCCD's narrow rate of return of 8% is greater than 4%, we conclude that the state government actually makes money on the investment. By funding YCCD, therefore, other beneficiaries of state funding are actually subsidized through the revenues generated by the district.



Prepared by CCbenefits, Inc. - March 13, 2006

F

ACT SHEET: ECONOMIC IMPACT OF YUBA COMMUNITY COLLEGE DISTRICT

What role does the Yuba Community College District (YCCD) play in the local economy? The results of this study demonstrate that YCCD is a sound investment from multiple perspectives. Students benefit from improved lifestyles and increased earnings. Taxpayers benefit from an enlarged economy and lower social costs. And the community as a whole benefits from increased job and investment opportunities, higher business revenues, greater availability of public funds, and an eased tax burden.

YCCD stimulates the state and local economy

- The current YCCD Service Area economy receives roughly \$24.5 million in regional income annually due to YCCD operations and capital spending.
- YCCD activities encourage new business, assist existing business, and create long-term economic growth. The district enhances worker skills and provides customized training to local business and industry. It is estimated that the present-day YCCD Service Area workforce embodies over 3.2 million credit units and non-credit hours of past and present YCCD coursework and training.
- YCCD skills embodied in the present-day workforce increase income in the YCCD Service Area economy where the former students are employed by \$512.3 million.
 Associated indirect effects increase income by another \$67.8 million.
- Altogether, the present-day economy in the YCCD Service Area owes roughly \$604.6 million of its current labor and non-labor income to the past and present efforts of YCCD. Clearly it is accurate to describe YCCD as an engine of economic growth.

The regional economy is \$605 million stronger due to the actions of YCCD.

YCCD leverages taxpayer dollars

- For every unit of credit earned by YCCD students, the state and local community sees social savings amounting to some \$18 per year, including savings associated with improved health, lower crime costs, and reduced welfare and unemployment. This translates to \$3.1 million worth of avoided costs to the state each year over the next 36-year period.
- Students benefit from higher earnings, thereby expanding the tax base and reducing the tax burden on state and local taxpayers. When aggregated together, YCCD students generate about \$16.0 million annually in higher earnings due to their YCCD education.

YCCD generates a return on government investment

- State and local government allocated around \$46.2 million in support of YCCD in fiscal year 2005. For every dollar appropriated by state and local government, taxpayers will see a cumulative return of \$1.76 over the course of the students' working career.
- State and local government financial support for YCCD will be fully recovered in 15 years, in the form of higher tax receipts and avoided social costs.

YCCD returns \$1.76 for every dollar of taxpayer financial support.

 State and local government will see a rate of return of 8% on their support for YCCD. This return compares very favorably with private sector rates of return on similar long-term investments.

YCCD increases students' earning potential

- A total of 15,529 students attended YCCD in academic year 2004-2005. As many as 73% of these students stay in the region initially after they leave college and contribute to the local economy.
- Studies demonstrate that education increases lifetime earnings. The average annual earnings of a student with a one-year certificate are \$23,069, or \$1% more than someone without a high school diploma or GED, and 16% more than a student with a high school diploma. The average earnings of someone with an Associate Degree are \$27,036, or 112% more than someone without a high school diploma or GED, and 36% more than a student with a high school diploma or GED.
- YCCD students will see their annual income increase, on average, by about \$93 per year for every credit unit completed at YCCD.
- Throughout their working career, the average YCCD student's discounted lifetime earnings (i.e., future values expressed in present value terms) will increase \$6.02 for every education dollar invested (in the form of tuition, fees, books, and foregone earnings from employment).
- Students enjoy an attractive 21% rate of return on their YCCD educational investment, and recover all costs (including wages foregone while attending) in 7 years.

Students see their annual income increase by \$93 per year for every credit unit completed at YCCD.

Attachment B

Yuba Community College District Survey Results

Fact sheet Survey Results from the Center for Community Opinion for the Yuba Community College District

The survey involved 863 telephone interviews with registered voters in the Yuba Community College District.

Interviews were completed between May 11-21, 2006

The margin of error is +/- 3.5%

The Uniformed Benchmark/General Questions

Q: YCCD may place a bond measure on the November ballot to raise \$275 million in order to renovate and expand classrooms, labs and other facilities throughout the District. Would you favor or oppose such a proposal?

- Favor: 51.2%
- Oppose: 37.6%

Undecided: 10.6%

- Q: What grade would you give YCCD and the quality of their work?

 "B": 43.8% "C":18.9% "A": 11.9% "D":1.9% "F":1.6% Unable to Evaluate: 21.8%
- Q: What grade would you give the District for serving your community?

 "B": 35.9% "C": 22.5% "A": 22.2% "D": 4.4% "F":1.9% Unable to Evaluate: 13.1%
- Q: What grade would you give the District for its financial management?

 "B": 28.8% "C": 19.2% "A": 9.2% "D": 4.7% "F": 3.4% Unable to Evaluate: 34.7%
- Q: What grade would you give the District for preparing students to transfer?

 "B": 38.9% "A": 20.1% "C": 13.9% "D": 2.8% "F": 1.0%

 Unable to Evaluate: 23.4%
- Q: What grade would you give the college for job training?

 "B": 33.9% "C": 22.9% "A": 15.2% "D" 4.1% "F" 2.0% Unable to Evaluate: 21.9%
- Q: What grade would you give the college for workforce development?

 "B": 34.3% "C": 18.6% "A": 14.9% "D" 5.7% "F" 1.9% Unable to Evaluate: 24.7%

The Presentation of Information

General Statements

Q: Which statements being considered by the District would make you more likely or less likely to vote for a bond proposal?

- Provide more courses and program close to home: 83.8%
- · Expand nursing and health care programs: 82.9%
- More student access to 2 year and four year college degrees: 82.5%
- Increase the number of math and science classes available: 78.3%
- Provided state of the art computers and instructional technology: 77.7%
- Expand police, fire, and public safety programs: 76.1%
- Replace HVAC and improve the energy efficiency of the District facilities: 75.8%
- Make all facilities accessible according to ADA specifications: 75.2%
- Replace roofs: 74.5%
- Build new facilities to serve the growing population: 72.6%
- Expand the number of TV and internet courses: 71.8%

Site Specific Projects

Clear Lake Campus

- New classrooms for the Food Service Management Program: 85.0%
- Renovate facilities: 81.3%
- Replace portables with permanent classrooms and labs: 77.6%

Colusa County

- Build a new classroom facility in Colusa County: 84.7%
- A new facility that will allow for the expansion of the Early Childhood Education Program: 66.5%

Yuba College

- Build new classrooms: 68.4%
- Renovate existing classroom and labs: 64.9%

Sutter County

- . Build the first facility in Sutter County: 81.4%
- New classrooms to offer courses that lead to a two and four year degree: 73.6%

Woodland Community College

- Build new facilities to expand the ag program: 75.8%
- Renovate older buildings: 70.9%
- Build new facilities to offer P.E. courses: 63.4%
- Building a visual and performing arts center: 55.4%

Projects tested in Yuba Community College survey

Common projects and statements

Percentage More Liberty	Statement
More Likely 83.8%	26B. Bond funds will allow the district to provide more courses and programs to students close to home.
82.9%	32. Building additional classrooms and labs will allow the district to expand its nursing and other health care programs.
82.5%	33. Building additional classrooms throughout the district will allow more students access to two-year degree programs and the ability to complete a bachelor's degree from one of California's four-year colleges in their own community
78.3%	 Building additional classrooms will allow the district to increase the number of math and science classes available to students.
77.7%	28. As classrooms throughout the college district are renovated they will be upgraded to provide faculty and students with access to state-of-the-art computers and instructional technology.
77.3%	26A. Bond funds will allow the district to provide more courses and programs at the local level.
76.1%	 Building additional classrooms will allow the district to expand its police, fire and public safety programs.
75.8%	27A. Funds will be used to replace aging heating and air conditioning systems with new, energy efficient systems throughout the college district.
75.2%	34. Funds will be used to make sure that facilities throughout the college district are accessible and compliant with the Americans With Disabilities Act.
74.5%	27B. Funds will be used to replace aging roofs throughout the college district.
72.6%	23. The population of the area served by the college district is also growing. Professional studies estimate that the population of the district will grow by 200,000 over the next ten years. Bond funds will be used to build new classrooms and facilities throughout the district in order to serve a growing student population.
71.8%	29B. Renovating and modernizing college classrooms and facilities will allow the college district to expand the number of courses and programs students can take on TV or over the Internet.

69.5%	29A. Renovating and modernizing college classrooms and facilities will allow the college district to expand the number of Internet and on-line courses and programs students can take.
69.3%	25B. Students see their income increase by approximately \$3000 annually for every year of college course work they complete.
68.1%	25A. The community college district returns \$1.76 to the local economy for every dollar of taxpayer support it receives.
67.9%	24. A professional study of the economic impact of the community college district concluded that investing in the district enriches the local economy. The regional economy is \$605 million stronger due to the activities of the community college.

Clear Lake Projects

Percentage More		Statement	
Cikely Overall 57.2%	In area 85.0%	14. The district's Clear Lake campus was established in 1976. Bond funds will be used to replace some of the portable structures in Clear Lake with new, permanent classrooms, a library, bookstore and student services center.	
53.1%	81.3%	15. In addition, funds will be used to renovate and modernize those facilities of the Clear Lake campus that are not replaced with new, permanent facilities.	
50.4%	77.6%	 New, permanent classrooms in Clear Lake will allow the district to expansand improve its Food Service Management and Culinary Arts program. 	
Colusa Projec	ts		
Percentage N	fore	Statement	
	1010		
Likely Overall 57.0%	In area 84.7%	22. A permanent classroom facility in Colusa County will allow the district to expand its early childhood education program in Colusa County.	
Likely Overall	In area	22. A permanent classroom facility in Colusa County will allow the district to expand its early childhood education program in Colusa County.20. Bond funds will be used to build a new classroom facility in Colusa Coun	
Likely Overall 57.0%	In area 84.7% 66.5%	expand its early childhood education program in Colusa County.	

Overall 64.9%	In area 68.4%	8. 70% of the buildings on the Yuba College campus in Marysville are more t 40 years old. Bond funds will be used to renovate and modernize the classroo science labs and computer systems at the Yuba College campus in Marysville
64.9%	64.9%	10. Funds will be used to build a new classroom building on the Yuba College campus in Marysville.
21.7%	23.7%	 Funds will be used to renovate the tennis courts on the Yuba College campi in Marysville.

Sutter County projects

Percentage N Likely	1ore	Statement
Overall 71.1%	In area 81.4%	12. The new classrooms in Sutter County will be used to offer local students both two-year degree programs and the ability to complete a bachelor's degre from one of California's four-year colleges in their own community.
59.5%	73.6%	 Funds will be used to build the district's first facility including ten to twel classrooms in Sutter County.

Woodland Projects

Percentage More Likely		Statement	
Overall 64.2%	In area 75.8%	19A. Funds will be used to build the new facilities needed on the Woodland campus to expand and upgrade the agriculture program.	
56.5%	70.9%	17. Although the buildings on the district's Woodland campus have been well maintained, several are in need of renovation and modernization in order to continue to serve the community. Funds will be used to renovate the older buildings on the Woodland campus.	
50.4%	63.4%	19B. Funds will be used to build the new facilities needed on the Woodland campus to be able to offer students physical education courses and programs.	
44.1%	55.4%	18B. Funds will be used to build a performing arts center on the Woodland campus.	
34.6%	47.4%	18A. Funds will be used to build a theater on the Woodland campus.	

Attachment C

Sutter County Opinion Survey Results

Yuba College

An Analysis of the Sutter County Opinion Survey and Compiled Responses from the June 19th 2007 - Town Hall Meeting



Date: August 1, 2007

Office of Institutional Effectiveness Yuba Community College District



Introduction

Voters from Colusa, Lake, Sutter, Yolo, Yuba and portions of Glenn and Placer counties passed Measure J, a \$190 million bond measure for Yuba Community College District (YCCD) facilities this past November. Specifically, for the residents of Sutter County, the passing of Measure J provides \$31 million to fund construction of a new 50,000 square foot educational facility. The facility will house 10-15 contemporary classrooms and will greatly expand Sutter County students' access to two-year and some four-year degree coursework.

The Yuba Community College District and Yuba College faculty, staff, and administration are excited about this new facility and the opportunities it will provide for Sutter County residents. As the College begins to prepare for the new facility, additional information is needed as to the types of classes and programs Sutter County residents might like to have offered at the site. In an effort to include the ideas of residents in the planning process, Yuba College conducted a survey of Sutter County residents in May 2007. In addition, a "Town Hall" meeting was held in June 2007 to give county residents an opportunity to provide additional information. An analysis of the survey results and a compilation of the "Town Hall" meeting responses are given in this report.

Methodology

The survey instrument was developed by the Office of Institutional Effectiveness as part of a combined YCCD and Yuba College effort to ascertain the opinions and desires of residents in Sutter County. A random sample of 1,000 residents in Sutter County received surveys. Of the 1,000 residents sampled, 124 (12.4 percent) completed and returned the survey.

As a follow up to the mailed survey, a "Town Hall Meeting" was organized by Yuba College and held on the 19th of June in Yuba City. The meeting involved round table guided discussions with residents, civic leaders, and educational leaders in the Sutter County community.



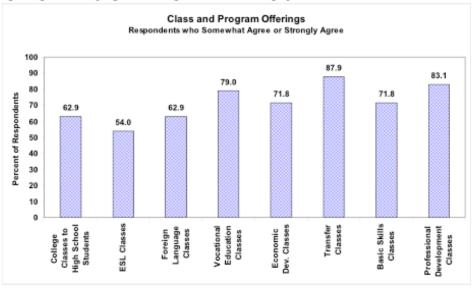


Survey Overview

The survey¹ focused on three main areas of interest, class and program offerings, scheduling, and factors affecting attendance. The questions to be asked in the three areas were developed during conversations with the President of Yuba College and the YCCD Vice Chancellor Educational Planning and Services.

Class and Program Offerings

Those surveyed who responded "Somewhat Agree or Strongly Agree" to the eight questions regarding class and program offerings are shown in the graph below.



Residents in Sutter County listed as their top priority the offering of "transfer classes" at the new facility, with "professional development" classes and "vocational education" classes rounding out the top three priorities. While the percentages above are fairly straight forward in their interpretation, it is sometimes useful to take a look at how gender, age, education level and other sub-populations might differ in their responses to the same question. For example, with regard to basic skills classes, there is a significant difference between age groups³. When the age group of 0-35 is compared to the 36 plus age group, the percentage of younger respondents that prefer to have basic skills classes offered is significantly higher at 90.9 percent in agreement, compared to 67.6 percent for the 36 plus age group.

³ See appendix D



See appendix A

² See appendix C



Education level has an impact on how individuals responded to the question regarding classes that transfer to UC/CSU⁴. Those individuals who had at least a four year degree desired transfer courses at a significantly higher percentage rate of 97.6 percent, than those who had less than a bachelor's degree, with 82.5 percent desiring transfer courses. While this is informative, it is less of a deciding factor due to County and YCCD education levels, with a majority of residents having less than a bachelor's degree. This does not negate the fact that across all population groups the desire for UC/CSU transfer courses was quite high with 87.9 percent of respondents supporting the offering of transfer courses at the facility.

Employment status impacted how individuals responded to the question regarding ESL classes⁵. Those who fell into the "employed" category showed significantly more interest in the offering of ESL classes at 57.8 percent, as compared to those not employed who were 35.7 percent in agreement.

Employment status and commute distance both had an impact on respondents desire for vocational education. Those who were employed, as well as those whose commute distance was 0-25 miles, were significantly more interested in vocational education classes, with an agreement level of 85.6 and 88.1 percent respectively. While the unemployed and those whose commute was 26 plus miles had an agreement level of 57.1 percent and 67.3 percent respectively. In addition, both groups were significantly more interested in UC/CSU transfer courses, with 93.3 percent of those who were employed and 94.0 percent of those whose commute was 0-25 miles indicating the need for these courses. In contrast, only 67.9 percent of those respondents who were unemployed and 80.0 percent of those whose commute was 26 plus miles desired transfer courses.

Also, there is an observed difference regarding basic skills course offerings, with respondents whose commute distance was 25 miles or less being significantly more interested at 79.1 percent in agreement, while those whose commute was 26 plus miles were in agreement at 61.8 percent.

When asked about professional skill development classes respondents differed significantly across employment status, commute distance, and two year college as an option. For example, respondents who were employed, commuted 25 miles or less, or considered two year college an educational option were significantly more interested at 88.9, 89.6, and 91.3 percent in agreement respectively. While those who are unemployed, commuted 26 plus miles, or did not consider two year college an educational option, were 64.3, 74.5, and 58.1 percent in agreement respectively.

6 Ibid

7 Ibid

David Waite, Director Kathryn Bryant, Research Analyst



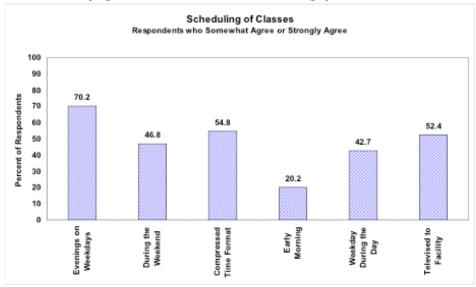
⁴ See appendix D

⁵ Ibid



Scheduling

Those surveyed that responded "Somewhat Agree or Strongly Agree" to the questions regarding when classes and programs should be offered are shown in the graph below.



Residents in Sutter County listed as their preferred scheduling option that of "evenings on weekdays" at 70.2 percent in agreement, with classes offered in a "compressed time format" at 54.8 percent in agreement and "televised to facility" completing the top three with 52.4 percent in agreement.

In looking at sub-groups of respondents, the following findings are indicated. Employment status and commute distance both had an impact on how individuals responded to having classes offered in the evening on weekdays. Those who were employed were significantly more interested in classes in the evening on weekdays at 76.7 percent, with those who are not employed at 50.0 percent in agreement. Respondents who had a commute distance of 25 miles or less were significantly more interested at 80.6 percent, when compared to respondents whose commute distance was 26 plus miles, at an agreement of 58.2 percent.

Employment status and commute distance also had an impact on respondents desire for classes offered during the weekend. Those who are employed and those whose commute is 25 miles or less are significantly more interested with 54.4 and 58.2 percent in agreement respectively. While respondents who are not employed and whose commute is 26 plus miles agreed at 28.6 percent and 32.7 percent respectively.

YCCD
Yuba Community College District

⁸ See appendix C

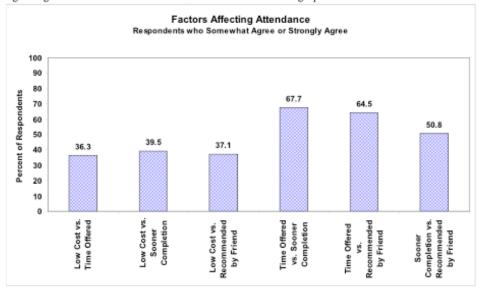
⁹ See appendix D



Employment status, commute distance and two year college as an option were all factors that impacted how respondents answered the question regarding classes that are televised from another institution being offered at the facility. Those who were employed, had a commute distance of 25 miles or less, or agreed that a two year college is an option were significantly more interested in televised courses with 57.8 percent, 61.2 percent, and 62.0 percent in agreement respectively. While the respondents who were not employed, commuted 26 plus miles, or did not think that a two year college is an educational option were 32.1 percent, 41.8 percent, and 22.6 percent respectively.

Factors Affecting Attendance

Those surveyed that responded 11 "Somewhat Agree or Strongly Agree" to the questions regarding the factors that affect attendance are shown in the graph below.



Residents in Sutter County listed as the top factor affecting their likelihood to attend classes at the new facility as the "time the class is offered". In second place is "sooner completion time", with third and fourth being "recommendation from a friend" and "cost to attend", respectively.

This section of the survey was designed to assess the importance of four known factors that impact the decision to attend a class. The questions were arranged so that the above scheduling options were given as opposing choices in each pair so that all possible pairs could be measured. This question configuration was designed to help emphasize the fact that there are tradeoffs for any given decision. What results is a pair comparison for each factor with the other three factors,

Analyst



¹⁰ See appendix D

¹¹ See appendix C



in which a majority of respondents make a choice regarding the factor that is most important in a given pair. For example, in the first bar in the graph above "Low Cost vs. Time Offered," the majority of respondents did not agree that low cost would make them more likely to attend in comparison to time offered, so that time offered was more important when compared to cost. This methodology was used to compare all four factors two at a time with the resulting ranking mentioned above.

Town Hall Meeting Overview

As a follow-up to the mailed survey, a "Town Hall Meeting" was organized by Yuba College and held on the 19th of June in Yuba City. Included with the surveys that were mailed out to the 1,000 Sutter County residents was an invitation to the town hall meeting.

The meeting followed an agenda that included a welcome and introduction from Yuba College President Mr. Paul Mendoza, a video presentation of success stories of past Yuba College students, and guided "brainstorming" focus groups aimed at gauging the opinions and ideas of Sutter County residents. The participants were divided up into manageable groups of eight or less with a facilitator/recorder at each table. There were a total of eleven questions that each group were asked to discuss. The information collected is included in this report ¹².

Conclusion

Survey research has the ability to empower administrators and executives in all areas of business and education with the knowledge that their decisions are based on more than just intuition. The results from the survey and the additional information gathered at the "Town Hall Meeting" will help to enable Yuba College administrators make decisions that will best benefit the student who will attend classes at the Sutter County facility.

¹² See appendix B



Attachment D

California Environmental Quality Act Compliance

Click <u>here</u> to view the <u>Appendices</u>

Click <u>here</u> to view the <u>Initial Study</u>: A <u>Mitigated Negative Declaration</u>

To: ☑ Office of Planning and Research	
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For U.S. Mail: Street Address:	Address: 2088 North Beale Road
P.O. Box 3044 1400 Tenth St.	Marysville, CA 95901
Sacramento, CA 95812-3044 Sacramento, CA 958	Contact: Dr. Willard Wright, Vice Chancellor, Admin Services
	Phone: (530) 741-6800
County Clerk	
County of: Sutter	Lead Agency (if different from above):
Address: 433 2nd Street	Address: JUN I 8 2009
Yuba City, CA 95991	
	Contact: BOARD OF SUPERVISORS
	Phone: Cherkus/rithes/poets
SUBJECT: Filing of Notice of Determination in com	npliance with Section 21108 or 21152 of the Public Resource
State Clearinghouse Number (if submitted to State Cl	earinghouse): 2009032081
Project Title: Yuba Community College District Su	camgnoss).
	ljacent to northern Yuba City boundary, APN 10-260-076
roject Location (include county): Outlet County, au	gacetic to northern Tuba Oily bouridary, AFN 10-200-070
Project Description:	
(approximately 30,000 square feet) for a total of 80,000 square feet of built	e facilities (approximately 50,000 square feet) and district administrative facilities facilities. YCCD estimates that approximately 77 staff (50 administrative and 27 teachers) of facility at any one time would be approximately 500. The project would require off-site
roman and major, comer, and shall by the little a.	
	has approved the above described project on
his is to advise that the Yuba Community College District Lead Agency or Responses	
his is to advise that the Yuba Community College District Lead Agency or Response 17, 2009 and has made the following	onsible Agency determinations regarding the above described project:
his is to advise that the Yuba Community College District Lead Agency or Resp and has made the following (Date) 1. The project [will will not] have a significa	onsible Agency determinations regarding the above described project:
this is to advise that the Yuba Community College District Lead Agency or Resp and has made the following (Date) 1. The project [will will not] have a significa	determinations regarding the above described project: ant effect on the environment. d for this project pursuant to the provisions of CEQA.
this is to advise that the Yuba Community College District Lead Agency or Resp and has made the following (Date) 1. The project [will will not] have a significate 2. An Environmental Impact Report was prepare X A Negative Declaration was prepared for this	determinations regarding the above described project: ant effect on the environment. of for this project pursuant to the provisions of CEQA. project pursuant to the provisions of CEQA.
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. . .

Appendix C

Notice of Completion & Environmental Document Transmittal	
Mail to: State Clearinghouse, P.O. Box 3044, Sacramento, CA 95812-3044 (916) 445-0613 For Hand Delivery/Street Address: 1400 Tenth Street, Sacramento, CA 95814	scн#2009032081
Project Title: Initial Study/Mitigated Negative Declaration Yuba Community College District	t Sutter Facility
	n: Dr. Willard Wright
Mailing Address: 2088 North Beale Road Phone: (530)	
City: Marysville Zip: 95901 County: Yuba	
Project Location: County: Sutter City/Nearest Community: Yuba (City
Cross Streets: East Onstott Frontage Road / Pease Road	Zip Code:
Longitude/Latitude (degrees, minutes and seconds):o ' " N /o ' "	W Total Acres: 20.13
Assessor's Parcel No.: 10-260-035 (portion of this APN) Section: Twp.:	
Within 2 Miles: State Hwy #: SR 99 Waterways: Feather River	
	Schools:
Document Type:	
CEQA: NOP Draft EIR NEPA: NEPA: Supplement/Subsequent EIR FAIR Draft EIS Neg Dec (Prior SCH No.) Draft EIS Mit Neg Dec Other: Re-circulated IS/MND FONSI MAY	Other:
Level Action Types	
Local Action Type: STATE CLI	EARING HOUSE
General Plan Update Specific Plan Rezone General Plan Amendment Master Plan Prezone Prezone	Annexation
✓ General Plan Amendment ✓ Master Plan ✓ Prezone ✓ General Plan Element ✓ Planned Unit Development ✓ Use Permit	☐ Redevelopment ☐ Coastal Permit
<u> </u>	n, etc.) Other: SOI Amendme
Providence of Trans.	
Development Type:	
☐ Residential: Units Acres ☑ Office: Sq.ft. 30,000 Acres Employees ☐ Transportation: Type	
	1
☐ Industrial: Sq.ft. Acres Employees ☐ Power: Type	MW
∠ Educational: 50,000 square feet	MGD
Recreational: Hazardous Waste:Type Water Facilities:Type MGD Other:	
Water Facilities: Type MGD Other:	
Project Issues Discussed in Document:	
✓ Aesthetic/Visual ☐ Fiscal ✓ Recreation/Parks	[] Vermier
✓ Aesthetic Visual	 ✓ Vegetation ✓ Water Quality
Air Quality Forest Land/Fire Hazard Septic Systems	✓ Water Supply/Groundwater
✓ Air Quality Forest Land/Fire Hazard Septic Systems ✓ Archeological/Historical ✓ Geologic/Seismic ✓ Sewer Capacity ✓ Biological Resources ✓ Minerals ✓ Soil Erosion/Compaction/Gra	✓ Wetland/Riparian
☑ Biological Resources ☑ Minerals ☑ Soil Erosion/Compaction/Gra	
☐ Coastal Zone	✓ Land Use
☑ Drainage/Absorption ☑ Population/Housing Balance ☑ Toxic/Hazardous	☐ Cumulative Effects
☐ Economic/Jobs	Other:
Present Land Use/Zoning/General Plan Designation: AG-20	
Project Description: (please use a separate page if necessary)	
See attached page	RECEIVED

MAY 1 9 2009

Measure J Bond Program DMJM Management

Note: The State Clearinghouse will assign identification numbers for all new projects. If a SCH number already exists for a project (e.g. Notice of Preparation or previous draft document) please fill in.

Revised 2008

Reviewing Agencies Checklist			
Lead Agencies may recommend State Clearinghouse distributed from the salready sent your document to the agency please	ation by marking agencies below with and "X". denote that with an "S".		
Air Resources Board Boating & Waterways, Department of X California Highway Patrol X Caltrans District # 3 Caltrans Division of Aeronautics Caltrans Planning Central Valley Flood Protection Board Coachella Valley Mtns. Conservancy Coastal Commission Colorado River Board Conservation, Department of Corrections, Department of Delta Protection Commission X Education, Department of Energy Commission X Fish & Game Region # Food & Agriculture, Department of General Services, Department of Health Services, Department of Housing & Community Development Integrated Waste Management Board Native American Heritage Commission	Office of Emergency Services Office of Historic Preservation Office of Public School Construction Parks & Recreation, Department of Pesticide Regulation, Department of Public Utilities Commission X Regional WQCB # 5S Resources Agency S.F. Bay Conservation & Development Comm. San Gabriel & Lower L.A. Rivers & Mtns. Conservancy San Joaquin River Conservancy Santa Monica Mtns. Conservancy State Lands Commission SWRCB: Clean Water Grants SWRCB: Water Quality SWRCB: Water Rights Tahoe Regional Planning Agency X Toxic Substances Control, Department of Water Resources, Department of Other: Other:		
Local Public Review Period (to be filled in by lead agency)			
Starting Date May 19, 2009 Ending Date June 17, 2009			
Lead Agency (Complete if applicable):			
Consulting Firm: EDAW, Inc Address: 2022 J Street City/State/Zip: Sacramento, CA 95811 Contact: Mike Parker Phone: (916) 414.5800	Applicant: Yuba Community College District Address: 2088 North Beale Road City/State/Zip/Marysville, CA 95901 Phone: (530)/741.6800		
Signature of Lead Agency Representative:	Date: 5/19/09		

Attachment E

State Chancellor's Office Preliminary Notification Letter



www.yccd.edu

Office of the President Yuba College

Phone: 530-741-6707 Fax: 530-749-3867

Yuba Community College District 2088 North Beale Rd. Marysville, CA 95901

Yuba College 2088 North Beale Rd. Marysville, CA 95901

Woodland Community College 2300 E. Gibson Rd. Woodland, CA 95776

Yuba College - Clear Lake Campus 15880 Dam Road Extension Clearlake, CA 95422 July 28, 2009

Lan Yuan, Specialist California Community Colleges Chancellor's Office Facilities Planning Unit 1102 Q Street, 4th Floor Sacramento, CA 95811

Subject: Preliminary Notice for Development of the Sutter Educational Center

Dear Ms. Luan,

This letter is a Preliminary Notice to notify the State Chancellor's Office that Yuba College is in the process of establishing a new off-campus center operation in Sutter County. In addition, the College has started the planning process to establish the Sutter center as an approved Educational Center.

The Sutter off-campus center operation will be located in Yuba City, an underserved region of the Yuba Community College District service area. In March 2008 the California Postsecondary Education Commission (CPEC) published a report acknowledging Sutter County as one of nine remaining counties that have no comprehensive community college or off-campus center operating within its boundaries, which highlights the challenge in serving those communities.

The Sutter off-campus center operation is scheduled to open for instruction in the Fall 2013. When the Center opens, it is anticipated to have an enrollment of 1,485 students (459 Full Time Equivalent Students). Enrollment projections for the first five years of operation at the Sutter off-campus center are provided in the following table:

	Fall 2013	Fall 2014	Fall 2015	Fall 2016	Fall 2017
Projected Enrollment	1,485	1,535	1,586	1,637	1,687
Projected FTES	459	474	490	505	521

A copy of the agenda item discussing the District's Board of Trustees approval to move forward with the Sutter off-campus center operation is enclosed with this letter.

Yuba College is moving forward with the planning process for establishing the new Sutter off-campus center operation as an approved Educational Center and will be submitting a Letter of Intent to the appropriate State agencies in the near future.

Sincerely

Kay Adkins, Ed.D. President Yuba College

Enclosure(s): Board Agenda Item

Copies: Carlos Montoya (gkkworks), George Parker,

YUBA COMMUNITY COLLEGE DISTRICT BOARD MEETING AGENDA

DATE:

June 17, 2009

LOCATION:

Woodland Community College

2300 E. Gibson Road Woodland, CA 95776

TIME:

1:30 p.m.

Board Work Session (Room 800)

2:30 p.m.

Closed Session (Room 852)

4:00 p.m.

Regular Meeting (Room 800)

Members of the Board:

Alan Flory, Chair/Board President

Jim Buchan, Vice Chair/Board Vice President

Brent Hastey George Nicholau Ben Pearson Leela Rai

Xavier Tafoya, Clerk

Stephen Frothingham, Student Trustee (pending)

BOARD WORK SESSION (Room 800)

A. Yuba College Sutter County Educational Facility (1:30 p.m. - 2:30 p.m.)

CLOSED SESSION (Room 852)

A. Conference With Real Property Negotiator

Pursuant to Government Code 54956.8

Property: Located West of Husted Road and North of "E" Street in Williams, CA.

Assessor's Parcel Number (APN) for the Parent Parcel is 016-070-101.

District Negotiators: Dr. Willard Wright, Dr. Angie Fairchilds, George Parker, Lisa Allred (AALRR)

Negotiating parties: Vann & Ruggieri Land Investments, LLC: Steve Tofft, Owners

Representatives

Under Negotiation: Negotiating Parameters

- Public Employee Appointments Yuba College President and YCCD Vice Chancellor of Administrative Services
- C. Conference with Legal Counsel Existing Litigation Pursuant to Government Code section 54956.9 (a) Ortiz v. Yuba Community College District, et al. Yolo County Superior Court Case No. CV05-1572
- D. Conference with Labor Negotiator District Negotiator: Al Alt Pursuant to Government Code 54957.6

Employee Organization: District Management

1

(3) Award Construction Contract to Koch Excavating Company of Penn Valley, California for the Information Technologies Back-up Generator Installation Project (J-30) at Yuba College.



- B. Measure J Bond Construction Action
 - (1) Accept Re-Circulated Initial Study/Mitigated Negative Declaration for Sutter County Site and File Notice of Determination with the Clerk of Sutter County.
 - (2) Approve Scope of the Yuba College Sutter County Educational Facility.
 - C. Measure J Bond Construction Information
 - (1) Monthly Measure J Bond Construction Projects Update
- FEATURED PRESENTATION Woodland Community College Administration of Justice Program 8.
- OPEN AGENDA AND PUBLIC COMMENT

Regarding Items Not On This Agenda

- 10. REPORTS - (Reports in this section are limited to 5 minutes each)
 - A. Trustee Reports
 - B. Board Foundation Liaisons Report
 - Woodland Community College Academic Senate Report
 - D. Yuba College Academic Senate Report
 - E. Classified Exclusive Representative Report
 - Chancellor's Report
 - Woodland Community College President's Report
 - H. Yuba College President's Report
- LEGISLATIVE UPDATE 11.
- 12. YUBA COLLEGE PRESIDENTIAL SEARCH UPDATE
- YCCD VICE CHANCELLOR ADMINISTRATIVE SERVICES SEARCH UPDATE 13.
- CONSENT CALENDAR 14.

All items on the Consent Calendar will be taken by the Board of Trustees in one motion, without discussion unless it is requested by a member of the Board that specific items be removed from the Consent Calendar for discussion. In that case the item(s) will be considered immediately following the Consent Calendar and acted upon separately.

Personnel Actions

The District has an established procedure in which replacement positions are not automatically backfilled, but are reviewed on a case-by-case basis. The supervisor completes an extensive form which does consider other options, which is then reviewed by the Chancellor's Executive Team for final consideration.

- Categorically Funded Positions
 - Approve Short-Term Classified Employees (Temporary Classified and Non-(1) Academic/Non-Classified) - Assembly Bill 500

- (6) Approve and Accept Facilities Renovation and Repair Grant.
- (7) Approve Addendum with North Central Counties Consortium and Colusa County One Stop Partners for the period July 1, 2008 through June 30, 2011.

15. ACTION

- A. Approve 2009-2010 Tentative Budget
- B. Approve Monthly Unrestricted Budget Report for April 2009

16. ADJOURNMENT

Posted: June 11, 2009

BOARD MEETING DATE: June	AGENDA ITEM NO. 1		
SUBJECT:	Board Work Session		
EXECUTIVE STAFF MEMBER:	Nicki Harrington, Chancellor		
PREPARED BY:	Nicki Harrington, Chancellor		
ATTACHMENT:	None		
CATEGORY: Reports	☐ Consent ☐ Action	☐ Information	
Background and Status:			

A. Yuba College Sutter County Educational Facility

Dr. Willard Wright, Mr. George Parker, and Mr. Craig Fernandez will present to the Board of Trustees an overview of the plan and revised budget for the District's new Sutter County educational facility.

YUBA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES Minutes of the June 17, 2009 Board Work Session and Regular Meeting

The Yuba Community College District Board of Trustees met for a Work Session and Regular Meeting on Wednesday, June 17, 2009, at Woodland Community College, 2300 E. Gibson Road, Woodland, California.

Chairman Flory opened the Work Session at 1:38 p.m.

Present: Jim Buchan, Alan Flory, Brent Hastey, George Nicholau, Ben Pearson, Leela Rai, and Xavier

Tafova

Absent: None

1. BOARD WORK SESSION

A. Yuba College Sutter County Educational Facility

Mr. George Parker, YCCD Director of Facilities Planning, provided an overview of the plan and revised budget for the District's new Sutter County educational facility. Mr. Parker reviewed with the Board the operational expenses for the Sutter County facility, including maintenance and staffing costs, and construction cost assumptions. Mr. Parker noted that the Measure J Bond Program budget was developed with contingencies for each project and an escalation factor for construction costs. However, due to the economy, construction costs have dropped significantly and cost escalation has been non-existent for over a year. Mr. Parker also shared with the Board that by using the Lease/Lease-Back construction method we have reduced costs for Construction Management, eliminated the bid contingency, and set a guaranteed maximum price (GMP) which will carry through the life of the project. By taking all these factors into consideration and recalculating the Measure J Bond program budget, sufficient funds are available to allow the Sutter facility to be designed for Educational Center status.

Chancellor Harrington noted that the revised full Measure J Bond Program budget will be included in the in-depth review and update on Measure J at the Board's July Work Session. She added that interviews of firms for Lease/Lease Back projects have begun and will finish in July.

Chairman Flory thanked Mr. Parker for his presentation. There being no other questions or comments, the Work Session adjourned at 2:03 p.m. and the Board took a short break before convening to Closed Session at 2:30 p.m.

2. CLOSED SESSION

Conference With Real Property Negotiator

Pursuant to Government Code 54956.8

Property: Located West of Husted Road and North of "E" Street in Williams, CA.

Assessor's Parcel Number (APN) for the Parent Parcel is 016-070-101.

District Negotiators: Dr. Willard Wright, Dr. Angie Fairchilds, George Parker, Lisa Allred (AALRR) Negotiating parties: Vann & Ruggieri Land Investments, LLC: Steve Tofft, Owners Representatives

Under Negotiation: Negotiating Parameters

- Public Employee Appointments Yuba College President and YCCD Vice Chancellor of Administrative Services
- C. Conference with Legal Counsel Existing Litigation Pursuant to Government Code section 54956.9 (a) Ortiz v. Yuba Community College District, et al. Yolo County Superior Court Case No. CV05-1572
- D. Conference with Labor Negotiator District Negotiator: Al Alt

Pursuant to Government Code 54957.6 Employee Organization: District Management

3. REGULAR SESSION

A. Call To Order

Board Chairman, Alan Flory, opened the meeting at 4:02 p.m.

Present: Jim Buchan, Alan Flory, Brent Hastey, George Nicholau, Ben Pearson, Leela Rai, Xavier Tafoya, and Stephen Frothingham, Student Trustee

Absent: None

Chairman Flory announced that the Board met in Closed Session to discuss items listed on the Closed Session agenda, which included personnel matters and acquisition of property. No actions were taken.

B. Approval of Agenda

Chairman Flory announced the following revisions to the agenda:

Item 14B(2)(a) - Confirmation of Employment - Management Positions

- (i) Albert Alt Vice Chancellor Administrative Services
- (ii) Kay Adkins President, Yuba College

Moved, Seconded (Tafoya/Hastey), Carried that the Board approve the Agenda with the revisions noted.

C. Open Agenda

Chairman Flory explained the process for addressing items on and off the agenda.

4. OATH OF OFFICE AND SEATING OF 2009-2010 STUDENT TRUSTEE, STEPHEN FROTHINGHAM

Chairman Flory administered the Oath of Office to Stephen Frothingham, 2009-2010 Student Trustee.

5. SPECIAL RECOGNITION

Ms. Tanna Thomas, YCCD Instructional Support Analyst and member of the California Community Colleges (CCC) Board of Governors, shared with the Board that there are more than 25,000 classified employees working in the California Community College system. Classified employees frequently work behind the scenes to ensure things run smoothly for students, faculty, and administration. Additionally, many classified employees are exemplary leaders among their constituents. Ms. Thomas stated that after serving her first year on the CCC Board of Governors, she suggested there needed to be a way to formally recognize outstanding classified employees. In response, the California Community College Classified Staff of the Year Award was established. Five recipients were selected from across the state to receive the award based on identified criteria. Ms. Thomas announced that Ms. Teresa Aronson, Yuba College Public Events Technician, was one of the five outstanding classified staff members in the state to receive the award this inaugural year.

Miss Aronson shared with the Board her experience of receiving the award at the Board of Governors meeting held at Lake Tahoe Community College in May. Ms. Aronson stated she had the pleasure of meeting Chancellor Jack Scott, members of the Board of Governors, and the four other award recipients. She thanked Miriam Root, Public Information Officer, retiring Yuba College President Paul Mendoza, and the Board of Trustees for their support, adding that it is an honor to represent the classified staff of Yuba College and California's community colleges.

Woodland Community College (WCC) President, Dr. Angela Fairchilds, presented a Resolution for Kay Gasson in honor of Ms. Gasson's retirement.

6. APPROVE MINUTES

Moved, Seconded (Tafoya/Buchan), Carried, that the Board approve the Minutes of the May 13, 2009 Board Work Session and Regular Meeting.

7. MEASURE J BOND CONSTRUCTION

A. Measure J Bond Construction - Consent

Moved, Seconded (Hastey/Buchan), Carried that the Board approve the Measure J Bond Construction Consent Calendar as presented.

- Award Construction Contract to United Building Contractors of Chico, California in the amount of \$2.554.596 for Building 400 Theatre Renovation Project (J-06) at Yuba College.
- (2) Award Construction Contract to United Building Contractors of Chico, California, in the amount of \$581,720 for the Building 600 Renovation (J-08 – Applied Arts, Science & Technology) and Building 1800 Renovation (J-21 – Student Service, DSPS) at Yuba College.
- (3) Award Construction Contract to Koch Excavating Company of Penn Valley, California in the amount of \$112,016 for the Information Technologies Back-up Generator Installation Project (J-30) at Yuba College.
- B. Measure J Bond Construction Action
 - Accept Re-Circulated Initial Study/Mitigated Negative Declaration for Sutter County Site and File Notice of Determination with the Clerk of Sutter County.

Mr. Randy Chafin, EDAW, shared with the Board that at the May 13, 2009 Board Work Session, he provided information about the IS/MND and responses to the comments received at that time. Due to late responses from key participants, approval of the IS/MND was pulled from the May Board Agenda and re-circulated for an additional 30 days. Key changes to the document involve agricultural resources and the traffic impact analysis to address concerns expressed by the City of Yuba City. Two written comments have been received, one from a local non-profit agency and one from a local state agency. The comments have been reviewed and are either addressed in the Re-circulated IS/MND or are acknowledged as received.

Moved, Seconded (Hastey/Rai), Carried that the Board accept the findings of the Re-Circulated Initial Study/Mitigated Negative Declaration for the Sutter County site and that a Notice of Determination be filed with the Clerk of Sutter County.

(2) Approve Scope of the Yuba College Sutter County Educational Facility

This item was discussed at length during the Board's Work Session.

Moved, Seconded (Buchan/Rai), Carried that the Board authorize the District to move forward with the development of the design of the Sutter County Facility to include the scope of Educational Center status.

- C. Measure J Bond Construction Information
 - (1) Monthly Measure J Bond Construction Projects Update

Highlights included information on swing space, i.e., areas used to temporarily house classrooms, offices, or other activities displaced during construction projects. Chancellor Harrington noted this would be Dr. Wright's last Board meeting before retiring at the end of the month. The Board thanked Dr. Wright for his key role in passing the Measure J Bond conducting the sale and management of bond funds, and for his guidance in the bond construction projects to this point.

8. FEATURED PRESENTATION - Woodland Community College Administration of Justice (AJ) Program

AJ Program Instructor, Leslie Deniz, provided information about the AJ Program at Woodland Community College. The program offers degree programs designed for entry into Law Enforcement, Corrections, and related fields. The program also prepares students wishing to pursue Bachelor's Degrees at four-year colleges. The AJ Program Advisory Board consists of fifteen members, including chiefs of police and representatives from the Commission on Police Officer Standards and Training (POST), California Highway Patrol (CHP) and Department of Corrections. Desired program outcomes include (1) Increase high school student awareness of AJ as a career opportunity; (2) Formal Education - to assist students in the successful completion of an AS degree and prepare them for academic success at four-year educational institutions; (3) Successful completion of POST police academy; and (4) Enhance POST educational opportunities for law enforcement practitioners. Ms. Deniz stated that one of the most difficult aspects in the AJ Program is report writing. To help prepare students for this component of the program, a new course, Police Report Writing Essentials, has been developed. In addition, ethics instruction has been incorporated as an emphasis in the AJ program, and a certificate program is currently awaiting Curriculum Committee approval. Effort is also being made toward the development of a POST Dispatch Academy program. Ms. Deniz noted that the program was able to purchase materials/equipment for student outreach and recruitment through an SB70 grant, and materials for instructing students in crime scene scenarios were purchased through the Instructional Equipment process. Ms. Deniz stated that police officers and sheriff's patrol officers had average annual earnings of \$47,460 in May 2006. The middle fifty percent earned between \$56,000 and \$59,880. The highest ten percent earned more than \$72,450. She also noted that WCC is a POST certified training facility and will be offering the POST academy in February 2010.

AJ Program students, Crystal Aguirra and Michelle Miller, addressed the Board. Ms. Aguirra stated that she is pursuing a career to become a parole agent. Ms. Miller shared with the Board that she will be attending the POST Academy in January.

The AJ Program addresses the Board's Strategic Directions, Goal 1 – Student Retention and Success and SLO and Institutional Accountability.

9. OPEN AGENDA AND PUBLIC COMMENT

Regarding Items Not On This Agenda

Professor Tim May, Yuba College Academic Senate Vice President, addressed the Board and stated that the Yuba College Council Budget Committee recommended that there be a freeze on positions due to the fiscal crisis.

Professor Matt Clark addressed the Board asking that the Board not fill administrative positions due to the budget crisis.

10. REPORTS

A. Trustee Reports

Trustee Nicholau reported that he attended the Yuba College Nursing Pinning Ceremony and the Yuba College commencement. He noted that from his seat at the event, he noticed the pride shown by faculty for their students. He also attended the Yuba-Sutter Relay For Life event held at Geweke Field.

Trustee Hastey attended the Clear Lake Campus commencement, noting that it was an honor and joy's attend.

Trustee Rai thanked President Fairchilds for hosting the Board meeting. She reported that she attended the MESA Banquet, Yuba College commencement activities, and the Awards & Recognition Ceremony. Ms. Rai noted that this was her first time attending the Awards & Recognition Ceremony and stated that it was a very nice event.

Trustee Buchan attended commencement activities and also participated in the Lease/Lease Back interviews and found the process to be very interesting.

Trustee Pearson reported that he participated in the Woodland Community College commencement as a graduate. He also attended an Air Resource presentation in Los Angeles.

Trustee Tafoya attended the Trustee conference in Sonoma and will be providing information at the July Board meeting about how students can save on textbook costs.

Student Trustee, Stephen Frothingham, expressed his thanks to the student body. He added that he will do his best to represent the voice of students and looks forward to working toward the betterment of the District.

Trustee Flory reported that he attended the WCC commencement breakfast and ceremony.

B. Board Foundation Liaisons Report

No report was given.

C. Woodland Community College (WCC) Academic Senate Report

WCC Academic Senate President, George Galamba, shared with the Board that he was very pleased that Instructor Leslie Deniz was present to provide information about the WCC Administration of Justice (AJ) program, and added that he would continue to advocate for more vocational programs at WCC. Professor Galamba noted that Professor Julie Brown will serve as the WCC Academic Senate Vice President for 2009-2010. The WCC Academic Senate has been very busy working on the Educational Master Plan and the Planning and Budgeting ad hoc committee has been working to identify ways to minimize cuts to student services, such as increasing energy efficiency, charging a printing fee, and making more information available on the web site. A scheduling task force has also been working with administration and faculty in developing a priority list.

D. Yuba College Academic Senate Report

Yuba College Academic Senate President, Helen Nicholson, stated that the Academic Senate has had discussion about the state's fiscal crisis. She added that the District is not filling ten faculty positions, which is equal to approximately \$1.2 million. Professor Nicholson stated that the Yuba College Council Budget Committee recommended there be no administrative hires due to the current fiscal crisis. She listed many course sections that had closed and added that ten vacant faculty positions will have a negative impact for students. She requested that the Board, on the recommendation of the Academic Senate and the Yuba College Council Budget Committee, pull Item 14 B 2 (a) (i) and (ii) from the agenda.

E. Classified Exclusive Representative Report

Minerva Lemus, WCC Campus Student Services Specialist, shared with the Board that classified staff member Jackie Harryman, was recognized at the Rising Star Awards Dinner for her many hours spent examining the District's budget and making recommendations for possible cuts in order to avoid layoffs. Ms. Lemus congratulated Ms. Gasson on her retirement. She raised several issues effecting classified staff which Chairman Flory referred to staff for resolution.

F. Chancellor's Report

Chancellor Harrington welcomed new Student Trustee, Stephen Frothingham, to the Board and congratulated Trustee Pearson on his recent graduation. She attended the commencement at Woodland Community College, noting that she rotates among the three campuses annually. She commented that it was very exciting to be present at WCC's first commencement as an accredited institution. Chancellor Harrington commended Tanna Thomas for her recent re-appointment to serve on the Board of Governors, and also congratulated Teresa Aronson on receiving the California Community College Classified Employee of the Year Award. Chancellor Harrington noted that she participated in the Lease/Lease Back interviews and added that many Measure J bond construction projects are moving toward the design and construction phase. Chancellor Harrington stated that the budget situation still looks grim, and acknowledged the work of the budget committees. She stated that the budget is a moving target and several statewide conference calls have been held weekly to discuss it. The District will continue to track the budget and continue the work begun last November to make necessary budget reductions through the summer months.

Chancellor Harrington added that the California Innovation Center (CIC) continues to progress, though it has been working through the process of hiring an Executive Director. The CIC serves predominately the Yuba-Sutter area, but also stretches farther. The Linking Education and Economic Development (LEED) Consortium works for the greater Sacramento region to link education and economic development and she has been asked to serve on the LEED Board of Directors to ensure our region is served. Chancellor Harrington again expressed her personal congratulations to Dr. Wright on his upcoming retirement, and thanked him for all of his work on the Measure J Bond Program and throughout the District.

G. Woodland Community College President's Report

President Fairchilds welcomed Board members to the Woodland Community College campus, and welcomed new student trustee, Stephen Frothingham, to the Board. She provided an update on WCC activities since the last meeting. Of special mention, Ms. Laurana Snyder, current WCC-Agriculture student and WCC Collegiate Agriculture Leaders (CAL) Vice President, was recently selected to serve on the statewide CAL Officer Team for 2009-2010. President Fairchilds expressed her thanks to all WCC faculty and staff for their hard work during WCC's first year as an accredited institution. She added that great progress was made toward achieving WCC's strategic goals and the Board will receive a detailed report at the July Planning Session.

Chancellor Harrington noted that President Fairchilds also deserved recognition for all of her hard work this past year in seeing WCC through its first year as an accredited institution.

H. Yuba College President's Report

Dr. Kevin Trutna, Vice President of Academic and Student Services, provided an update on activities of students, faculty, and staff at Yuba College since the last meeting in President Mendoza's absence. Of special note, the college was recently able to provide a significant learning experience for Linda Elementary School second grade students. It was learned that Linda Elementary did not have money for field trips, so the Yuba College Public Information Office arranged for a tour of Yuba College. The students walked to campus as a group, participated in the noon recital, learned about making pottery, toured the Veterinary Technology program, and visited the art display in the library. Dr. Trutna shared with the Board the very special thank you letters received from the Linda Elementary School second grade students.

11. LEGISLATIVE UPDATE

Dr. Adrian Lopez noted that budget news changes daily and the District will continue to monitor the information as it is received. Due to budget restraints, many bills are holding and will become 2-year bills, including SB 271 – Public Higher Education Facilities Bond Act. Dr. Lopez congratulated Tanna Thomas on her re-appointment to the Board of Governors.

12. YUBA COLLEGE PRESIDENT SEARCH UPDATE

13. YCCD VICE CHANCELLOR ADMINISTRATIVE SERVICES UPDATE

Chancellor Harrington noted the District's contract with the Association of Community College Trustees (ACCT) to conduct the Yuba College Presidential search. The Vice Chancellor search was conducted by the District. Both search processes took about six months and are now complete. The Presidential Search Committee included a Board member (Trustee Buchan), and representatives from faculty, administration, classified staff, the community, and a student liaison. In the case of the Vice Chancellor position, the selection committee included representation from each of the five areas under the Vice Chancellor position's supervision, as well as faculty and staff from both colleges. Both processes included paper screening followed by a first round of interviews, then second interviews. Each of the committees provided a final list of candidates and a thorough reference check process took place. Chancellor Harrington noted that due to the state budget crisis and pending budget reductions, she has conducted a more in-depth review of Accreditation and Education Code regulations, and Title 5 standards with regard to whether or not the four pending management positions could remain vacant. A financial analysis was also considered. The decision to fill these positions is both fiscally prudent, and required for operation of Yuba College and the District. Chancellor Harrington thanked the members of both search committees for their time and commitment to the process.

Trustee Rai asked Chancellor Harrington to share why these two positions are critical to the District. Chancellor Harrington stated that the President position is required by accreditation. The position can be vacant for only a few weeks, and the position can have no other duties other than that of President. The position is required in order to be a college. With regard to the Vice Chancellor of Administrative Services, this position serves as the Chief Business Officer (CBO) for the District. With a \$44 million District budget and a \$190 million Bond Construction Program, the District requires this position.

14. CONSENT CALENDAR

Professor Lauren Syda addressed the Board requesting that Items 14 B 2 (a)(i) and (ii) be pulled from the agenda for further discussion. Professor Syda stated that both the Yuba College Academic Senate and Yuba College Budget Committee recommend not filling these positions due to the current fiscal crisis. She added that many vacant classified positions, and faculty positions are not being filled. Professor Syda noted that both instructional deans and categorical programs have been asked to do a "what if" scenario for next year. She suggested these positions not be filled until a "what if" study is conducted.

Trustee Tafoya requested Item 14B(3)(b) be pulled for discussion.

Moved, Seconded (Buchan/Hastey), Carried that the Board approve the Consent Calendar with the exception of Item 14 B(3)(b).

- Categorically Funded Positions
 - Approve Short-Term Classified Employees (Temporary Classified and Non-Academic/Non-Classified) – Assembly Bill 500
 - (2) Permanent Employment
 - (a) Confirmation of Employment
 - (i) Rosa Packard, Administrative Secretary I CalWORKs WCC
- B. District Funded Positions
 - Approve Short-Term Classified Employees (Temporary Classified and Non-Classified) – Assembly Bill 500
 - (2) Permanent Employment
 - (a) Confirmation of Employment Management Position
 - (i) REVISED Albert Alt Vice Chancellor Administrative Services
 - (ii) REVISED Kay Adkins President, Yuba College

- (b) Confirmation of Employment Classified Employee
 - (i) Mario Leal, Custodian Yuba College
- (c) Confirmation of Resignation Classified Employee
 - (i) Tim Flowers, Custodian Yuba College
- (3) Other District Funded Consent
 - (a) Yuba College Faculty Association Approve 2009-2010 Reduced Workload Five Positions
 - (i) Stephen Cato, Mass Communications Yuba College
 - (ii) Sally Harvey, English Yuba College
 - (iii) Allan Miller, Music Yuba College
 - (iv) Robert Wachman, ESL Yuba College
 - (v) Leslie Williams, Biology Yuba College

C. OTHER

- (1) Approval of Warrants
- (2) Approve Resolution authorizing absence of Board member from meeting due to illness Ben
- (3) Approve expenses for Student Trustee attendance at the 2009 Student Trustee Workshop in San Francisco, California, sponsored by the Community College League of California.
- (4) Approve Kuldeep Kaur, Director of Fiscal Services, to serve as the District Representative Alternate on the Northern California Community Self-Insurance Agency (NCCCSIA)
- (5) Approve Sutter County and Yuba County Department of Health and Human Services Contracts for Professional Services Under the Auspices of the Sutter and Yuba CalWORKs Programs.
- (6) Approve and Accept Facilities Renovation and Repair Grant.
- (7) Approve Addendum with North Central Counties Consortium and Colusa County One Stop Partners for the period July 1, 2008 through June 30, 2011.
- 14 B (3)(b) Approve Increase in Board Members' Monthly Compensation

Motion was made by Trustee Tafoya that the Board not approve the increase in Board member compensation due to the state budget crisis. Trustee Rai seconded the motion.

Trustee Hastey stated that if the Board does not accept the salary increase at this time, the increase cannot be made up at a future date like employee salaries. He expressed concern that this will hurt members of the Board in the future. Trustee Nicholau concurred, for the sake of future Board members.

Moved, Seconded (Tafoya/Rai), Carried that the Board not approve the increase in Board member monthly compensation.

Nays - Hastey, Nicholau

15. ACTION

A. Approve 2009-2010 Tentative Budget

Dr. Wright shared with the Board that information about the budget is continuously changing and decisions are yet to be made by the state. He stated that he expects the District will have a \$3 - \$4 million cut. Dr. Wright noted that District and college managers have stepped up to do all they can to reduce expenditures for the 2009-10 year, but that more cuts are likely. Chancellor Harrington

stated that the best way to keep up with the daily budget information is by checking the CCLC website at www.cclc.org. The federal stimulus monies will help for one year, and cuts to categorical programs have been reduced, though tuition fees are slated to increase. The District will continue to work with the budget information as it is received. Chancellor Harrington added that the Community College League of California (CCLC) and the State Chancellor's Office are working very hard for us. She noted that this Tentative Budget will change over the summer months as more information becomes available.

Moved, Seconded (Buchan/Tafoya), Carried that the Board approve the Tentative Budget for 2009-2010 and direct staff to make the appropriate filing with the County and/or the appropriate public entities. It is also recommended that the Board designate that the Public Hearing for the adoption of the final budget for 2009-2010 be held Wednesday, September 9, 2009 at 4:00 p.m. in the Yuba College, District Board Room.

B. Approve Monthly Unrestricted Budget Report for April 2009.

Moved, Seconded (Hastey/Rai), Carried that the Board approve the budget revisions as presented.

ADJOURNMENT
Chairman Flory adjourned the meeting at 6:48 p.m.

Respectfully submitted,

Nicki Harrington, Ed.D.

Board Secretary

Attachment F

Sutter County Local Agency Formation Commission (LAFCO) Annexation

SUTTER COUNTY

LOCAL AGENCY FORMATION COMMISSION

1130 CIVIC CENTER BOULEVARD, SUITE A YUBA CITY, CA 95993 (530) 822-7400 FAX (530) 822-7109



January 12, 2010

To:

Interested Parties

Subject:

Yuba Community College District Reorganization No. 334

This notice is provided because the Sutter County Local Agency Formation Commission (LAFCO) has completed the processing of a proposal annexing 24.35 acres to the City of Yuba City and detachment of the land from County Service Area "G". This notice also serves to provide affected agencies time to prepare for any necessary service changes before the annexation takes effect. Enclosed, please find a copy of the recorded Certificate of Completion. The effective date for this reorganization is **February 10, 2010**. The recording of a Certificate of Completion finalizes actions taken by Sutter County LAFCO regarding this matter.

Please call me if you have any questions.

Sincerely,

Doug Libby, AICP Principal Planner

DL:kf Enclosure

CC: Board Clerk, Sutter Co. Board of Supervisors Sutter County Sheriff's Department Levee District No. 9
Sutter County Community Services Dept. Sutter County Community Services Dept. Sutter County Elections Office Sutter County Elections Office Sutter County Auditor's Office Yuba City Community Development Dept. Yuba City Utilities Department Sutter County Assessor's Office City Clerk, Yuba City Sutter County Fire Services (CSA G) Yuba City Fire Department

Pacific Gas and Electric

Yuba County Community Development Dept. SBC West, GIS Landbase Development Grp. Sutter County Agricultural Commissioner Yuba City Police Department Sutter County Public Works Department Yuba City Public Works Department Sutter Co. Flood Control & Water Conservation Dist. Yuba City Unified School Dist. Feather River Air Quality Management District Sutter County Resource Conservation District Sutter County Water Agency California Highway Patrol

Yuba Community College District Sarbjit Basrai, applicant Sean Minard, MHM Engineering

CONFORMED CULL

COPY of Document Recorded

11-Jen-2010 2010-0000305 Has not been compared with

original

SUTTER COUNTY RECORDER

RECORDING REQUESTED BY: County of Sutter

WHEN RECORDED RETURN TO: Sutter County LAFCO 1130 Civic Center Boulevard Yuba City, CA 95993

NO FEE - Gov't Code §6103

CERTIFICATE OF COMPLETION

Pursuant to Government Code Section 57200, et seq, this Certificate is hereby issued by the Assistant Executive Officer of the Local Agency Formation Commission (LAFCO) of Sutter County, California, and is effective 30 days after its recording.

- Short-form designation, as adopted by Sutter LAFCO is "Yuba Community College District Reorganization No. 334."
- The names of each agency involved in this reorganization and the kind or type of changes of organization ordered for each such city or district are as follows:

City or Districts

Type of Change of Organization

City of Yuba City County Service Area "G" Annexation of land to city Detachment of land from CSA

- The above listed city and county service area are located within the County of Sutter.
- A description of the boundaries of the above reorganization is shown and described on the attached Exhibit "A."
- The territory involved in this reorganization is uninhabited.
- This reorganization was approved subject to the terms and conditions set forth in LAFCO Resolution No. 2009-06, attached hereto, and marked Exhibit "B."

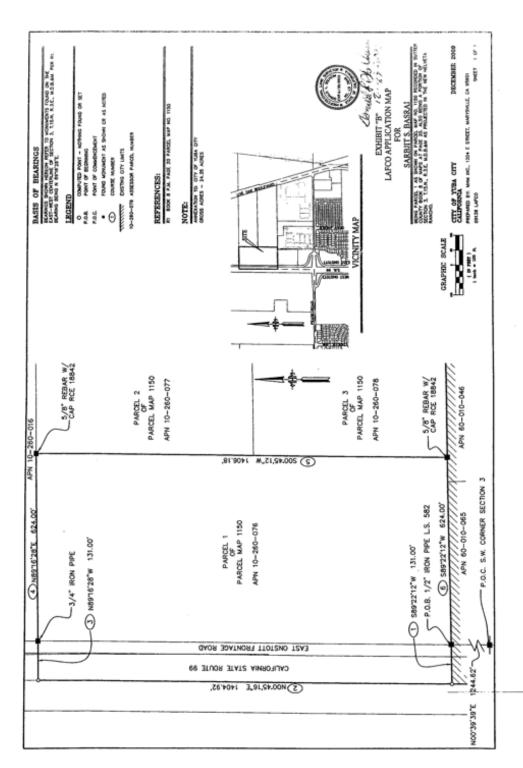
Dated: January 11, 2010

By:

Stephanie Larsen

Assistant Executive Officer Sutter County Local Agency Formation Commission





CVUIDITY'S LAS

EXHIBIT "A"

All that certain real property situate in the County of Sutter, State of California, being Parcel 1 of Parcel Map No. 1150 filed in Book 8 of Parcel Maps at Page 20, in the Office of Recorder of the County of Sutter, and a portion of the South one-half of Sections 3 and 4, Township 15 North, Range 3 East, M.D.M., as projected into the New Helvetia Rancho, described as follows:

Commencing at the southwest corner of said Fractional Section 3, thence North 00°41'49" East along the Section live common to Sections 3 and 4, a distance of 1244.62 feet to the Southwest corner of Parcel 1 of said Parcel Map No. 1150, and the TRUE POINT OF BEGINNING of the herein described parcel of land; thence from said True Point of Beginning, Course No. 1, South 89°22'12" West 131.00 feet to the centerline of California State Route 99; thence Course No. 2, North 00°45'16" East along the centerline of Route No. 99, a distance of 1404.92 feet; thence leaving said centerline, Course No. 3, North 89°16'28" East 131.00 feet to the Northwest corner of said Parcel 1; thence Course No. 4, North 89°16'28" East 624.00 feet to the Northeast corner of said Parcel 1; thence Course No. 5, South 00°45'12" West 1406.18 feet to the Southeast corner of said Parcel 1; thence Course No. 6, South 89°22'12" West 624.00 feet to the point of beginning and containing 24.35 acres.

SOLHEIM

RESOLUTION NO. 2009-06

RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION OF THE COUNTY OF SUTTER MAKING DETERMINATIONS AND APPROVING THE PROPOSED REORGANIZATION OF TERRITORY AND MINOR SPHERE OF INFLUENCE AMENDMENT DESIGNATED AS THE YUBA COMMUNITY COLLEGE DISTRICT REORGANIZATION NO. 334

Recitals

 On September 9, 2009, a landowner petition was submitted to the Sutter County Local Agency Formation Commission requesting a reorganization of territory to annex 20.13 acres to the City of Yuba City and detachment of the land from County Service Area "G" (CSA "G"). In addition, a minor sphere of influence amendment is requested to accommodate the proposal.

Staff has proposed expanding the boundary of the proposal to the west to include the full width of the Onstott Frontage Road and all land to the centerline of State Highway 99, consistent with the existing sphere and city limit line to the south. The expanded reorganization area and minor sphere of influence amendment totals 23.97 acres or 3.84 acres more than originally requested.

The territory consists of Assessor's Parcel 10-260-076, located immediately north of Yuba City's existing city limits and sphere of influence boundary, east of State Highway 99 and fronting the East Onstott Frontage Road;

- On November 10, 2009, LAFCO issued a Certificate of Filing in accordance with Government Code Section 56658(g);
- At the time and in the form and manner provided by law, the Executive Officer gave notice of a public hearing to be held by the Commission on the application;
- The Assistant Executive Officer has reviewed the application and prepared a report, including her recommendations. The petition and report have been presented to and considered by the Commission; and
- 5. The Assistant Executive Officer's Report sets forth and discusses the factors to be considered in the review of a proposal required by Government Code section 56668 (a part of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000). Those items, which are fully discussed and analyzed in the statement of reasons contained in the Assistant Executive Officer's Report, are listed below:
 - a. <u>Population</u>
 - -Population;
 - -Population Density;
 - -Proximity to Other Populated Areas; and
 - -Likelihood of Significant Growth in the Subject Area and Adjacent Incorporated and Unincorporated Areas in the Next 10 Years.

Resolution No. 2009-06 Page 2 of 5

- Physical Characteristics
 - -Land Area and Land Use;
 - -Topography;
 - -Natural Boundaries; and
 - Drainage Basins.
- Need for Services
 - -Per Capita Assessed Valuation;
 - -Need for Organized Community Services;
 - -Present Cost and Adequacy of Governmental Services and Controls in the Area:
 - -Probable Future Needs for Those Services and Controls; and
 - -Probable Effects of the Proposed Change of Organization or Reorganization and Alternative Courses of Action on the Cost and Adequacy of Services and Controls in the Area and Adjacent Areas.
- Mutual Social and Economic Interests and Governmental Structure
 - -Effect of the Proposed Action and Alternative Actions on Adjacent Areas;
 - -Mutual Social and Economic Interests; and
 - -Effect of the Proposed Action and Alternative Actions on Local Governmental Structure of the County.
- Consistency with Growth and Agricultural Land Preservation Policies
 - -Conformity of Both the Proposal and Its Anticipated Effects With Both the Adopted Commission Policies on Providing Planned, Orderly, Efficient Patterns of Urban Development, and the Policies and Priorities Set Forth In Section 56377; and
 - -The Effect of the Proposal on Maintaining the Physical and Economic Integrity of Agricultural Lands.
- f. Boundary Characteristics
 - -Definiteness and Certainty of the Boundaries of the Territory:
 - -Nonconformance of Proposed Boundaries with Lines of Assessment; and
 - -Creation of Islands or Corridors of Unincorporated Territory.
- Consistency with Plans and Spheres of Influence
 - -Consistency with City and County General and Specific Plans;
 - -Sphere of Influence of Any Local Agency Which May Be Applicable
- Ability of the City of Yuba City to provide protection and emergency response service, including sufficiency or revenues.
- Timely availability of water supplies
 - -Adequacy of the water supplies for the City of Yuba City.
- j. Project's effects upon meeting regional housing goals

Resolution No. 2009-06 Page 3 of 5

k. Other

Comments of Any Affected Local Agency.

The Commission has reviewed and considered the Assistant Executive Officer's Report including those factors required by Government Code section 56668 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 and the rules and procedure for the Sutter County Local Agency Formation Commission, as amended April 24, 2008. The Commission conducted a public hearing at which it heard and received oral and written comments, other evidence submitted, and objections presented or filed regarding the proposed reorganization. All persons present were given an opportunity to hear and be heard.

The LOCAL AGENCY FORMATION COMMISSION OF THE COUNTY OF SUTTER resolves, determines, orders, and finds as follows:

Section 1. In accordance with the California Environmental Quality Act (CEQA) and the Guidelines, a mitigated negative declaration was adopted by the Yuba Community College District for the project and City of Yuba City as part of establishing pre-annexation zoning for the territory. LAFCO, as a responsible agency for the reorganization area, has considered this environmental document and the potential impacts of the proposal and concurs with the District and City's determination. The Assistant Executive Officer is directed to file a Notice of Determination consistent with Section 15096(i) of the CEQA Guidelines.

Section 2. In accordance with the California Environmental Quality Act (CEQA) and the Guidelines, the Commission determines that portion of the proposal comprising those lands west of Assessor's Parcel 10-260-076 comprising the existing right of way of the East Onstott Frontage Road and State Highway 99 is exempt from environmental review pursuant to Guidelines Section 15319(a) which permits annexation to a city of areas containing existing public or private structures developed to the density allowed by the current zoning. The Assistant Executive Officer is directed to file a Notice of Exemption consistent with Section 15062 of the CEQA Guidelines.

Second, the Commission has also determined that portion of the proposal comprising those lands west of Assessor's Parcel 10-260-076 comprising the existing right of way of the East Onstott Frontage Road and State Highway 99 is also covered by the general rule of CEQA, Section 15061b(3) of the CEQA Guidelines that states that CEQA only applies to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. The proposed expansion of the proposal to include existing developed road right of way for the purpose of establishing a logical governmental boundary will not have any impact upon the environment and therefore is not subject to CEQA.

Section 3. LAFCO has independently reviewed, analyzed, and considered the initial study and mitigated negative declaration prior to making its decision on the proposal and finds the mitigated negative declaration reflects the independent judgment of the Sutter County Local Agency Formation Commission.

Resolution No. 2009-06 Page 4 of 5

Section 4. The Commission adopts and incorporates by reference the Executive Officer's Report, and its attachments and appendices, as its Statement of Reasons for approving reorganization and minor sphere of influence amendment.

Section 5. Based on the evidence, analysis, and conclusions set forth in this resolution and the Assistant Executive Officer's Report, the Commission determines the reorganization serves to further the purposes of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, including, but not limited to, the following: efficiently providing government services and facilitating the orderly formation and development of local agencies based upon local conditions and circumstances. This proposal will not encourage urban sprawl because the reorganization area will adjoin the existing city boundary and the proposed community college campus will serve the existing population. This proposal will not affect open-space or agricultural lands because buffering has been incorporated into the proposal to protect adjacent agricultural lands. The reorganization area is located adjacent to existing development and urban services. The Commission finds in this case the City of Yuba City as a single, multiple-purpose governmental agency is better able to assess and be accountable for community service needs and natural resources than limited purpose agencies.

Section 6. The reorganization area and minor sphere of influence amendment is approved with the boundaries as shown in Exhibit A, which is attached and made a part of this resolution.

Section 7. The lands shown in Exhibit A are hereby detached from County Service Area "G." The City of Yuba City shall be the entity to provide fire protection services to the reorganization area. All existing fees, levies and charges currently collected by County Service Area "G" will continue in existence after reorganization proceedings are completed.

Section 8. The Commission also determines:

- a. The territory of the subject reorganization is uninhabited;
- b. Approval of a minor sphere of influence amendment as a part of this proposal makes the reorganization consistent with the adopted sphere of influence of the City of Yuba City.
- Section 9. The reorganization is assigned the following short form designation:

"Yuba Community College District Reorganization No. 334"

Section 10. The exchange of property and sales tax revenue for the reorganization area shall occur consistent with the Property Tax Exchange Agreement approved by the Yuba City Council on November 3, 2009 by Resolution No. 09-105 and the Sutter County Board of Supervisors on November 10, 2009, by Resolution No. 09-088, Agreement #A09-213.

Section 11. Pursuant to Government Code Section 56663(c), conducting authority proceedings are waived because both County Service Area "G" and the City of Yuba City have given their written consent to the reorganization and have waived their protest hearing proceeding rights.

Resolution No. 2009-06 Page 5 of 5

Section 12. The Chief Petitioner shall prepare the necessary legal description and map for the reorganization area, acceptable to the State Board of Equalization, and pay all fees of the State Board of Equalization.

Section 13. The Chief Petitioner shall pay any outstanding balance owed to LAFCO for the processing of the proposal prior to the recording of the Certificate of Completion.

Section 14. The effective date of the reorganization shall be 30-days following the recording of the Certificate of Completion.

Section 15. The amendment to the Yuba City sphere of influence shall become effective immediately following the 30-day filing for reconsideration period if a filing for reconsideration has not been made.

Section 16. A Certificate of Completion for the reorganization shall be recorded within one year of the approval date or the Commission's approval shall expire, unless, prior to the expiration, an extension of time has been approved by the Commission.

Passed and adopted this 10th day of December 2009, by the following vote:

AYES:

Commissioners Montna, Maan, White, Islip, and Pardesi

NOES:

None

ABSTAIN:

None

ATTEST:

STEPHANIE LARSEN

ASSISTANT EXECUTIVE OFFICER

FORMATION COMMENTAL SCION SCIO

EXHIBIT B Pun 5 + 6

Attachment G

Encroachment Permit

PERMIT	NO.	10030075
	_	

CITY OF YUBA CITY 1201 CIVIC CENTER BOULEVARD YUBA CITY, CA 95993

ENCROACHMENT PERMIT

NAME:	Sarbjit Basrai			
ADDRESS:	3301 East Onstott Road			
	Yuba City, Ca	(530)	218-3999 (Phone Numb	er)
Terms, Cond	eby granted permission, sut ditions and Restrictions Gov uba City, to do the following	verning This Permit" attach	ns, and restrictions containe ned hereto, and applicable of	d herein, the "General ordinances or resolutions o
(Briefly desc	cribe the proposed work and	d/or encroachment. Attach	any plans or draw sketch.))
Work for o	construction City Drawing N	No. 5224-D.		
				JSA #
	uest the above described en agree to said terms and cor		ct to the terms and conditio	ns indicated hereon and by
Class	License Number6003	303	Comprehensive Liability Insurance Yes	`
Workmen's	Compensation Insurance:	Yes Exempt	Contractor's Signature 3 17 10 Date	<u> </u>
		-	_ (530) 822-4901	
Special Con	ditions and Restrictions:			
THIS SPACE	E FOR CITY USE			
\$ 78,751.	.52Amount Due	е	\$78,751.52	Amount Billed
Received by	Finance Department	-	Approved by Publi	c Works Department
Date		-	Date	

CITY OF YUBA CITY ENCROACHMENT PERMIT GENERAL TERMS, CONDITIONS, AND RESTRICTIONS GOVERNING THIS PERMIT

The following are expressly made a part of the written agreement between the City and Contractor/Permittee in connection with the Encroachment Permit issued to Contractor/Permittee.

- Excavation, backfill, and trench restoration shall be in accordance with City Standard Detail TR1, except as modified herein.
- All work shall be done in accordance with applicable sections of the current edition of the California Department of Transportation Standard Specifications and applicable City standards.
- The Public Works Director reserves the right to order any changes of the terms, conditions, and restrictions
 governing this permit that in his opinion may conflict with the proper construction and maintenance of public
 facilities, and may alter or change the type or method of doing any of the work under this permit due to
 unforeseen conditions which arise.
- All work under this permit to be inspected by, and subject to the approval of the Public Works Director or his authorized representative.
- Street closures shall not be made without prior approval of the Public Works Director or his authorized representative.
- 6. The Permittee shall furnish such flagmen and furnish, erect, construct, and maintain such fences, barriers, lights, signs, detours, pedestrian walkways, driveway ramps as may be necessary to give adequate warning to the public that work is in progress and that dangerous conditions exist. Special emphasis will be placed on the requirement of fences to protect the public from open excavation.
- A minimum of one 11 foot traveled way shall be maintained in each direction on public streets at all times. If it is necessary to reduce the traveled way to less than two 11 foot lanes, flagmen shall be required.
- Boring of lines shall be made with the use of a liquid gel, except for bores two (2") inches and smaller.
- Permittee to maintain suitable ingress and egress to adjacent residential property outside regular working hours
 and at all times while actual construction work does not require restriction. If access restriction is necessary, the
 resident must be notified.
- Permittee to assure that adequate ingress and egress is provided to all commercial establishments adjacent to the work at all times.
- At the end of each working day, there shall be no more than 200 feet of open trench excluding manhole excavations unless otherwise authorized by the City.
- 12. The Permittee shall repair or replace all existing improvements (e.g., curbs, side-walk, driveways, fences, utility installations, pavements, etc.) which are damaged or removed as a result of his operations. The Permittee shall be responsible for providing drainage through the construction area. The Permittee shall make compensation to the City for all traffic markers, buttons, and signs that are damaged or removed.
- 13. At least forty-eight (48) hours before entering on the work, the Permittee shall contact the Underground Service Alert (USA) at 1-800-642-2444 to notify utility companies to mark or indicate the location of their utilities. The location of underground utilities shown or located represents the best information available but should be considered as being approximate only.
- 14. It shall be the Permittee's responsibility to determine the true location and depth of all utilities and service connections before using equipment that may damage such facilities or interfere with their service. He will be held liable to the owners of such facilities for any damage or interference with service resulting from his operations. Underground lines shall be located by "daylighting" in advance of trenching operations.
- Sewer or storm sewer laterals which are damaged during the course of construction shall be repaired in accordance with the City Standard Details.
- Permittee shall be responsible for maintenance and repair of any failures on the work area such as sunken trenches, sidewalks, etc., for one (1) year from the completion of work covered by this Permit.
- The Permittee shall be responsible for all damages to persons and property due to or resulting from any work

under this permit. Permittee shall defend, indemnify and hold harmless City, and its employees and agents from and against all losses, expenses (including attorney fees), damages and liabilities of any kind relating to, resulting from, or arising out of work performed under this Permit by Permittee or its officers, agents, employees, subcontractors or anyone under the Permittee's direction and control. This indemnity obligation does not apply to claims arising from the sole negligence, willful misconduct or active negligence of the City. The indemnity obligation being imposed is intended to comply with Civil Code Section 2782.

Permittee is required to comply with all City Ordinances. Permittee is required to maintain insurance as set forth 18. in City Ordinances, including, but not limited to Section 6-2.03(a) and 6-1.04. Permittee shall add the City as an additional insured under any and all insurance policies that provide insurance coverage for the work being done under this Permit. Permittee is required to provide City with proof that City is added as an additional insured, including providing a certificate of insurance which identifies coverage for the work being done under this Permit and that the City is added as an additional insured.

Sarbjit Basrai
Permittee's Name (Print)

3/17/2010 Date

Signature Same

ADDITIONAL REQUIREMENTS FOR ENCROACHMENT PERMIT NO. 10030075

- 1. Owner or his designee shall within six (6) months of the date of this encroachment permit construct or cause to be constructed at its sole cost and expense all of the necessary permanent improvements for the subject development, all as specifically described and shown on Drawing No. 5224-D, heretofore approved by the City Engineer and filed in his office on the 17th day of March, 2010, and all in accordance with the applicable provisions of the State of California, Department of Transportation Standard Specifications as amended by special provisions and/or specifications submitted with the improvement plans covering said improvements and as approved by the City Engineer.
- 2. Should Owner or his designee fail to do, perform and complete said work of improvement and all of the improvements and construction and other obligations called for by the referenced plans and specifications within the period of time heretofore agreed upon and any extension or extensions of said time granted by City hereunder, or in the event delay in the construction or failure or deterioration of any portion of said work or improvements shall in the opinion of the City Engineer endanger property outside the boundaries of the proposed development, City may at its option do, perform, complete, repair, and maintain the same, or any part thereof, and recover the full cost and expense thereof from Owner.
- 3. In order to guarantee the faithful performance and payment by Owner or his designee of this Agreement, Owner or Owner's designee shall present to and file with City good and sufficient improvement security in the amount or sum of (200% of construction amount), which sum is hereby agreed to be the sum fixed by the City for that purpose.

SARBJIT S. BASRA | Permitee's Name (Print) 3/17/2010

Safel Basin.

Attachment H

Yuba Community College District Board Resolution

BEFORE THE BOARD OF TRUSTEES OF THE YUBA COMMUNITY COLLEGE DISTRICT RESOLUTION NO. 10-20

RESOLUTION SUBSTANTIATING APPLICATION TO THE CALIFORNIA COMMUNITY COLLEGE CHANCELLOR'S OFFICE FOR THE SUTTER COUNTY EDUCATIONAL CENTER

WHEREAS, the Board of Trustees of the Yuba Community College District of Sutter County, State of California has declared the Sutter County Educational Center Status application and approval as a priority item;

WHEREAS, the District has completed its due diligence and determined the location for the proposed educational center to be necessary to serve the students within the District;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Board of Trustees of the Yuba Community College District approve the application to the State of California to achieve official educational center status for the Sutter County location.

PASSED AND ADOPTED this 14th day of April, 2010 by the following vote of the Board of Trustees; to wit:

AYES: Jim Buchan, Alan Flory, Xavier Tafoya, Ben Pearson, Brent Hastey,

George Nicholau, Leela Rai

NOES: None ABSENT: None ABSTAIN: None

Jim Buchan

Chairman, Board of Trustees Yuba Community College District

ATTEST:

Dr. Nicki Harrington, Ed.D. Secretary of the Board

Attachment I

California Geological Survey



DEPARTMENT OF CONSERVATION

CALIFORNIA GEOLOGICAL SURVEY

SCHOOL REVIEW UNIT • 801 K STREET, MS 12-32 • SACRAMENTO, CALIFORNIA 95814

PHONE 916 / 324-7324 • FAX 916 / 322-4765 • TDD 916 / 324-2555 • WEB SITE contervation.co.gov/cgs

Mr. George Parker Director of Facilities Planning Yuba Community College District 2088 North Beale Road Marysville, CA 95901 June 9, 2010

Subject:

Engineering Geology and Seismology Review for Yuba Community College – New Sutter County Facility

3301 East Onstott Road, Yuba City, CA CGS Application No. 02-CGS0241

Dear Mr. Parker:

In accordance with your request and transmittal of documents on March 2, 2010, the California Geological Survey reviewed the engineering geology and seismology aspects of the consulting reports prepared for Yuba Community College in Yuba City, California. It is our understanding this project consists of a classroom building and district offices. This review was performed in accordance with Title 24, California Code of Regulations, 2007 California Building Code (CBC) and followed CGS Note 48 guidelines. We reviewed the following consulting reports:

- Geologic/Seismic Hazard Investigation, Sutter County Facility (J-01), District Offices and Yuba College Educational Facilities, Sutter County, California: Neil O. Anderson and Associates, 902 Industrial Way, Lodi, CA 95240; Project No. SGS090502, report dated August 13, 2009, 13 pages, 9 plates.
- Geotechnical Investigation, Sutter County Facility (J-01), District Offices and Yuba College Educational Facilities, Sutter County, California: Neil O. Anderson and Associates, 50 Goldenland Court #100, Sacramento, CA 95834; Project No. SGE090538, report dated December 21, 2009, 16 pages, 4 appendices.

The consultants identify the potential for ground shaking from an earthquake on a nearby fault, loose undocumented fill, and "severely corrosive" soils as the primary geologic and geotechnical problems for this site. Additionally, the consultants report the site may be subject to tephra ash fall events from the Clear Lake Volcanic area or the Lassen Volcanic area, and may be subject to inundation in the event of a catastrophic failure of the Oroville, Thermalito Forebay, or Afterbay Dams.

Engineering Geology and Seismology Review Yuba Community College – New Sutter County Facility CGS Application No. 02-CGS0241 June 9, 2010

The consultants calculate a design spectral acceleration of $S_{DS} = 0.472g$ and $S_{D1} = 0.292$, and state the site is not within an Alquist-Priolo Earthquake Fault Zone. Additionally, the consultants do not consider liquefaction or landslides to be a hazard at the site.

Based on our review, the engineering geology and seismology issues at this site are adequately assessed in the referenced reports, and no additional information is requested of the consultants for this project. If you have any further questions about this review letter, please contact the undersigned at (650) 688-6379.

Respectfully submitted,

Roopl Chauhan Engineering Geologist PG 8754

Anne M.

No. 2353

CERTIFIED ENGINEERING

SEOLOGIST

Roopi Chauhan No. 8754

Concur:

Anne M. Rosinski Senior Engineering Geologist

Senior Engineering Geolog PG 7481, CEG 2353



Note 48 Checklist Review Comments

Keyed to: Note 48 - Checklist for the Review of Engineering Geology and Seismology Reports for California Public Schools, Hospitals, and Essential Services Buildings

Copies to:

Robert Holmer, Registered Geotechnical Engineer

Neil O. Anderson and Associates, 50 Goldenland Court #100, Sacramento, CA 95834

David Welch, Certified Engineering Geologist

Neil O. Anderson and Associates, 902 Industrial Way, Lodi, CA 95240

Phil Newsom, Architect in General Responsible Charge

tBP Architecture, 1000 Burnett Avenue, Concord, CA 94520

Mr. Timothy Powell, Senior Architect

Division of the State Architect, 1102 Q Street, Suite 5200, Sacramento, California 95814

Engineering Geology and Seismology Review Yuba Community College – New Sutter County Facility CGS Application No. 02-CGS0241 June 9, 2010

Note 48 Checklist Review Comments

In the numbered paragraphs below, this review is keyed to the paragraph numbers of California Geological Survey Note 48 (October 2007 edition), Checklist for the Review of Engineering Geology and Seismology Reports for California Public Schools, Hospitals, and Essential Services Buildings. The checklist can be found on the CGS web site at the following address: http://www.consrv.ca.gov/cgs/information/publications/cgs_notes/note_48/note_48.pdf

Project Location

- Site Location and Address: Adequately addressed.
- Plot Plan with Building Footprint and Exploration Data: Adequately addressed.
- Site Coordinates: Adequately addressed. The approximate coordinates of the site are: 39.1768°N and -121.6337°W.
- Regional Geology and Regional Fault Maps: Adequately addressed.
- 5. Geologic Map of Site: Not provided, but not considered critical for this site.
- Subsurface Geology: Adequately addressed.
- Geologic Cross Sections: Not provided, but not considered critical for this site.
- Active Faulting & Coseismic Deformation Across Site: Adequately addressed. The
 consultants report this site is outside of any Alquist-Priolo Earthquake Fault Zone and there
 are no mapped faults on or adjacent to the site. The consultants do not expect surface
 rupture at this site.
- Geologic Hazard Zones (Liquefaction & Landslides): Not addressed. In future projects, the
 consultants should discuss whether or not the site is mapped by local and state jurisdictions
 as an area susceptible to liquefaction or landslides.
- Geotechnical Laboratory Testing of Representative Samples: Adequately addressed.
- 11. Geologic Consideration of Grading Plans and Foundation Plans: Adequately addressed.

Seismology & Calculation of Earthquake Ground Motion

- Evaluation of Historic Seismicity: Adequately addressed.
- 13. Mapped Spectral Acceleration Parameters: Adequately addressed. The consultants report $S_S = 0.508g$ and $S_1 = 0.225g$.

Engineering Geology and Seismology Review Yuba Community College – New Sutter County Facility CGS Application No. 02-CGS0241 June 9, 2010

- Classify the Geologic Subgrade: Adequately addressed. The consultants classify the site as Site Class D.
- Site Coefficients and Adjusted Maximum Considered Earthquake (MCE) Spectral Response Acceleration Parameters: Adequately addressed. The consultants report F_a = 1.393, F_V = 1.951, S_{MS} = 0.708g and S_{MI} = 0.438g.
- 16. Design Spectral Acceleration Parameters: Adequately addressed. The consultants report $S_{DS} = 0.472g$ and $S_{D1} = 0.292g$.
- Seismic Design Category: Not addressed by the consultants. However, Section 1613A.5.6
 of the 2007 California Building Code states that "...structures [will] be assigned to Category
 D at a minimum," unless S₁≥0.75. The design category for this site would be Category D, as
 S₁<0.75.
- Deaggregated Seismic Source Parameters: Adequately addressed.
- Site-Specific Ground Motion Analysis: Not applicable.
- Time-History of Earthquake Ground Motion: Not applicable.

Liquefaction / Seismic Settlement Analysis

21. Geologic Setting for Occurrence of Seismically Induced Liquefaction: Marginally adequate. The consultants consider the potential for liquefaction to be low based on the high clay content of the surface soils, the depth to ground water, the distance to the nearest significant active fault, and a low peak horizontal ground acceleration.

There appear to be sand layers with low blow counts underlying the surficial clayey soils (i.e. boring B-7). Additionally, blow count data are only available to a maximum depth of 26.5 feet. Further, the consultants use a groundwater depth of 24.5 feet (encountered during their investigation) in their evaluation of liquefaction potential. Based on the discussion of groundwater in Reference 1 the depth to the historically highest groundwater level is 13 feet; it is not clear why the historically highest level of groundwater was not considered.

Based on CGS' internal analysis, the consultants' conclusion that the potential for liquefaction is low appears reasonable because of the low peak horizontal ground acceleration calculated for the site. In future projects the consultants should consider the underlying soils to a minimum depth of 50 feet and the historically highest level of groundwater in their evaluation of liquefaction.

22. Liquefaction Calculations: Marginally adequate. The consultants state a liquefaction analysis was conducted, however only the results of their calculations are presented in the report. For future projects the consultants should provide a copy of the calculations including all input parameters.

Engineering Geology and Seismology Review Yuba Community College – New Sutter County Facility CGS Application No. 02-CGS0241 June 9, 2010

- 23. Seismic Settlement of the Entire Soil Column: Not applicable.
- 24. Potential for Lateral Spreading: Not applicable.
- 25. Mitigation Options for Liquefaction: Not applicable.

Slope Stability Analysis

- Landslide Mapping: Adequately addressed. The consultants do not consider landslides to be a hazard at the site based on the low topographic relief and lack of slopes in the vicinity of the site.
- 27. Determination of Static and Dynamic Strength Parameters: Not applicable.
- Determination of Pseudo-Static Coefficient (K_{eq}): Not applicable.
- 29. Identify Critical Slip Surfaces for Static and Dynamic Analyses: Not applicable.
- 30. Dynamic Site Conditions: Not applicable.
- Mitigation Options for Landsliding or Other Slope Failure: Not applicable.

Other Geologic Hazards or Adverse Site Conditions:

These exceptional geologic hazards do not occur statewide. However, they may be pertinent to a particular site. Prudent analysis should be used to avoid predicaments and expensive delays in construction. This list will help to avoid misunderstandings and back-checks when additional information is required by CGS.

- Expansive Soils: Adequately addressed. The consultants report the expansion potential of the site soils is "low".
- 33. Corrosive or Reactive Geochemistry of Geologic Subgrade: Adequately addressed. The consultants report concrete in contact with the site soils will have "negligible" sulfate exposure. The consultants also report the site soils are considered "severely" corrosive to buried ferrous metals.
- Conditional Geologic Assessment, including, but not limited to, the following subjects:
 A Hazardous materials; B Volcanic eruption; C Flooding; D Tsunami and seiche inundation; E Radon-222 gas; F Naturally occurring asbestos (NOA);
 G Hydrocollapse of alluvial fan soils due to anthropic use of water;
 - H Regional subsidence; I Clays and cyclic softening.

Engineering Geology and Seismology Review
Yuba Community College – New Sutter County Facility
CGS Application No. 02-CGS0241

June 9, 2010

- A. Hazardous materials: Adequately addressed. The consultants report no gas fields, active wells or abandoned test holes are located on, or near, the site.
- B. Volcanic eruption: Adequately addressed. The consultants report the site may be subject to either precedented or unprecedented tephra ash fall events from the Clear Lake Volcanic area located approximately 60 miles west of the site or the Lassen Volcanic area located approximately 90 miles north of the site.
- C. Flooding: Adequately addressed. The consultants report the site is not within a "Special Flood Hazard area inundated by a 100-year flood" according to FEMA FIRM maps. Additionally, the consultants report the site may be subject to inundation in the event of a catastrophic failure of the Oroville, Thermalito Forebay, or Afterbay Dams.
- D. Tsunami and seiche inundation: Adequately addressed. The consultants report, based on the distance from the site to the Pacific Ocean and lack of enclosed bodies of water near the site, neither tsunami nor seiche are considered potential hazards at the site.
- H. Regional subsidence: Adequately addressed. The consultants report the site is not subject to subsidence due to groundwater withdrawal, hydrocompaction, oil and gas withdrawal or peat oxidation, according to Bulletin 198 (CDMG, 1973). Additionally, according to the Sutter County General Plan, the potential for subsidence due to groundwater pumping is low.

Report Documentation

- Geology, Seismology, and Geotechnical References: Adequately addressed.
- Certified Engineering Geologist: Adequately addressed. Welch, David J., Certified Engineering Geologist 2151.
- Registered Geotechnical Engineer: Adequately addressed. Holmer, Robert E., Registered Geotechnical Engineer 2672.

Attachment J

Letter of Intent for the Sutter County Center

July 27, 2010

Ms. Lan Yuan, FPU Specialist Facilities Planning and Utilization Unit California Community Colleges Chancellor's Office 1102 Q Street, 4th Floor Sacramento, CA 95814

Mr. Stacy Wilson Academic Programs and Policy California Postsecondary Education Commission 770 L Street, Suite 1160 Sacramento, CA 95814

Subject: Letter of Intent (LOI) for the Sutter County Educational Center

Dear Ms. Yuan and Mr. Wilson:

The Yuba Community College District (YCCD) is moving forward with the process to achieve Educational Center status for their planned off-campus center operation in Sutter County. The District submitted a Preliminary Notice letter informing the State of the intent to achieve Educational Center status at the Sutter County Center on August 12, 2009.

Copy of the Preliminary Notice Letter has been included as Appendix 1.

The District initially started the planning process for establishing an off-campus center operation in the Sutter area in the year 2007. The Sutter County Center is scheduled to be completed for occupancy during the fall 2013 semester. In concurrence with the construction of the Sutter County Center, the District is moving through the process to gain approval as an Educational Center.

This Letter of Intent requests your authorization to proceed with further planning to support the approval of center status for the Sutter County Center. As outlined within guidelines set forth by the California Postsecondary Education Commission, we present for your review the following information that supports our interest:

Description of the Sutter County Center

Acquisition of the north Yuba City site for the development of the Sutter County Center was approved to move forward by the YCCD Board of Trustees in the year 2008.

Copy of the Resolution from the Board of Trustees has been included as Appendix 2.

The Sutter County Center will be located in Yuba City in northern Sutter County between Pease and Eager Roads, off of East Onstott Frontage Road and State Route (SR) 99. The topography at the site is flat.

Topography and Roadway/Highway Configuration maps have been included as Appendix 3.

The Sutter County Center will consist of new construction at the twenty-acre site. The facility will house 18 classrooms, student services operations, and faculty offices. Also located on the site will be the District administrative offices. The educational facility will consist of approximately 53,373 GSF. Site development improvements will include parking, road access, landscaping, and security. Site and floor plans for the Sutter County Center have been included as an appendix.

Site and Building Floor Plans for the Sutter County Center have been included as Appendix 4.

Description of the Proposed Service Area

The Sutter County Center is expected to generate enrollment primarily from communities within the northern Yuba Community College District. Due to the lack of higher educational institutions within Sutter County and its neighboring Colusa County the communities that would be served by the Sutter County Center would include Yuba City and Sutter. The following is a list of areas and coinciding zip codes that are considered the primary service area for the Sutter County Center:

Sutter County Center Service Area				
Area	Zip Code			
Yuba City	95991			
Yuba City	95993			
Robbins	95676			
Meridian	95957			
Live Oak	95953			
Sutter	95982			

Service Area and Sphere of Influence maps have been included as Appendix 5.

According to U.S. Census 2000 data, total population within the Sutter County Center service area totaled 75,718 persons in the year 2000. Of the total population within the service area in the year 2000, approximately 58.7 percent (44,422 persons) were within the 18 to 64 age group. When the Sutter County Center begins operations in the year 2013, the service area population is expected to grow 41.6 percent to 107,208 people. Population within the 18 to 64 age group is expected to be 62,896 persons by the year 2013.

Population Density map has been included as Appendix 6.

Time Schedule for Development of the Sutter County Center

The Sutter County Center is scheduled for occupancy in the fall 2013 academic term. The Sutter County Center will consist of a new education building on site. The time schedule for development of the Sutter County Center is presented in the following table:

Schedule for Completion of the Sutter County Center					
Project Phase Start Date Completion Dat					
Preliminary Plans	July 2009	June 2010			
Working Drawings	July 2010	March 2011			
DSA Review and Approval	April 2011	December 2011			
Award Construction Contract	January 2012	March 2012			
Construction	March 2012	July 2013			
Furniture, Fixtures & Equip.	May 2013	July 2013			
Close Out/Final Completion	June 2013	August 2013			

Enrollment and Full Time Equivalent Student (FTES) History and Projections

As specified in the California Postsecondary Education Commission (CPEC) guidelines for approval of an Educational Center, enrollment and Full Time Equivalent Student (FTES) projections for the first five years of operation at the Sutter County Center have been developed. The process used for developing enrollment and FTES projections follows the recommended methodology as outlined within Appendix G of the Capital Outlay Handbook.

Unduplicated headcount enrollment history for students attending the Yuba Community College District (YCCD) who reside in the Sutter County Center service area zip codes was analyzed to understand enrollment trends and participation rate. During the fall 2000 term, persons residing from Sutter County Center service area zip codes accounted for 2,945 students at Yuba Community College District (YCCD). In the fall 2008 term 3,298 students attended YCCD from Sutter County Center service area zip codes. Between fall 2000 and 2008 the District experienced an average annual 1.6 percent growth in unduplicated enrollment from persons residing in Sutter County Center service area zip codes. Participation rate may be defined as the amount of enrollment per every 1,000 persons within the service area population age 18 to 64. Between the fall 2000 term and 2008 the average participation rate of Sutter County Center service area students within YCCD was 57.83 students per 1,000 persons age 18 to 64.

When the Sutter County Center opens for instruction during the fall 2013 academic term, the Center is expected to have an unduplicated enrollment of 1,455 students and 449 FTES. During the first five years of operation, the Sutter County Center is projected to experience an average annual growth of 3.6 percent. By the fall 2017 term it is anticipated that the Sutter County Center will consist of 1,674 unduplicated enrollment and generate 517 FTES. The Sutter County Educational Center is expected to generate 899 annualized FTES during the 2013-14 academic year. Annualized FTES at the Sutter County Educational Center is also anticipated to grow at the average annual growth rate of approximately 3.6 percent, based on this growth rate the Sutter County Educational Center is expected to generate 1,000 annualized FTES during the 2016-17 academic year.

Preliminary Headcount Enrollment and FTES Projections have been included as Appendix 7.

Neighboring Higher Education Institutions

There are approximately ten various higher education institutions surrounding the Sutter County Center service area. The table below provides a list of higher education institutions neighboring the Sutter County Center:

List of Neighboring Higher Education Institutions					
Institution	Туре	Address			
Butte College	Community College	3536 Butte Campus Drive Oroville, CA 95965			
Butte College: Chico Center	Community College	2320 Forest Ave. Chico, CA 95928			
Butte College: Glenn County Center	Community College	604 E. Walker St. Orland, CA 95963			
California State University, Chico	State University	400 West First St. Chico, CA 95929			
Chapman University	Private 4 Year	1275 Tharp Rd. Suite B Yuba City, CA 95993			
Los Rios CCD: American River College	Community College	4700 College Oak Dr, Sacramento, CA 95841			
Los Rios CCD: Natomas Center	Community College	2421 Del Paso Rd, Sacramento, CA 95835			
Sierra Jt. CCD	Community College	5000 Rocklin Rd, Rocklin, CA 95677			
University of Phoenix	State Approved	17849 16 th St. Beale AFB, CA 95903			
University of Phoenix	State Approved	500 Orient St. Suite 100 Chico, CA 95928			

Map of Neighboring Higher Education Institutions has been included as Appendix 8.

In fall 2009 the Yuba Community College District sent letters requesting support for the development of the Sutter County Center to neighboring institutions and local officials in the Sutter area. At this time letters of support have been received from the following entities; Butte-Glenn Community College District, Los Rios Community College District, Solano Community College, Sutter County Board of Supervisors, Sutter Union High School District, Sutter County Superintendent of Schools, and the City of Live Oak. As the planning process continues to move forward, the District remains committed to building support for the proposed Sutter County Center by working with neighboring institutions.

Letters of Support for the Sutter County Center have been included as Appendix 9.

Tentative Five-year Capital Outlay Budget

The District is funding the construction of the Sutter County Center facilities with local bond funding. Local funds will be used to complete the construction of a new education building and site improvements. The following table outlines the tentative five-year capital outlay budget for the development of the Sutter County Center:

Five Year Capital Outlay Budget			
Task	Budget		
Land Acquisition	\$3,600,000		
Design and Construction	\$19,722,784		
Construction Contingency	\$443,110		
Insurance & Bonds	\$346,180		
Furniture, Fixtures, Equipment (FFE	\$481,348		
TOTAL	\$24,593,422		

After the Sutter County Center is completed in fall 2013, the District does not anticipate any further capital outlay construction at the Center within five years. Furthermore, it is not anticipated that any State capital outlay funding will be sought for the Sutter County Center in the next five years.

Five Year Capital Outlay Construction Plan

A copy of the District's latest Five Year Capital Outlay Construction Plan has been provided.

2010-2014 Five Year Construction Plan has been included as Appendix 10.

Thank you for your consideration of this Letter of Intent. If you have any questions please do not hesitate to contact me at (530) 741-6800.

Sincerely,

Dr. Nicki Harrington

Chancellor

Yuba Community College District

Necki Harry

Cc: Mr. Carlos Montoya, gkkworks

Attachment K

State Chancellor's Office Approval of Letter of Intent

STATE OF CALIFORNIA

JACK SCOTT, CHANCELLOR

CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

1102 Q STREET SACRAMENTO, CA 95811-6549 (916) 445-8752 HTTP://www.cccco.edu



October 4, 2010

Nicki Harrington, Chancellor Yuba Community College District 2088 North Beale Road Marysville, CA 95901

SUBJECT: Approval of the Letter of Intent for the proposed Sutter County Educational Center

Dear Chancellor Harrington:

The Chancellor's Office has reviewed your district's Letter of Intent (LOI) dated July 27, 2010 (and received by our office on August 19, 2010) seeking state approval for the educational center planned in the Sutter County area of Yuba Community College District. Our review of the LOI was based on the requirements contained in the *California Code of Regulations* title 5 sections 55180 et.seq. These regulations require a minimum of 500 FTES in the most recently completed final attendance report before a site can achieve state approval as an educational center.

It's our understanding the proposed educational center is scheduled to open Fall 2012 rather than Fall 2013 as identified in the LOI. When the proposed center opens in Fall 2012, the annual FTES is expected to exceed 500, based on the adult population and anticipated participation rate analysis data for the proposed service area provided with the LOI. Based on this projection, the Chancellor's Office approves the LOI.

As you know the next step in this process is to submit your LOI to the California Postsecondary Education Commission (CPEC) also seeking their approval. Once CPEC approves the LOI, the district will need to prepare and submit a Needs Study to the Chancellor's Office for review before the Board of Governors can complete its consideration of state approval for the Sutter County site.

Once CPEC has responded to the LOI, we will communicate their decision to you. If you have not heard from us 90 days from the date of this letter, please contact Lan Yuan of the Facilities Planning Unit at (916) 323-5957 or lyuan@cccco.edu.

Sincerely,

FREDERICK E. HARRIS, Assistant Vice Chancellor College Finance and Facilities Planning

Attachment L

California Postsecondary Education Commission (CPEC) Letter of Approval

State of California

ARNOLD SCHWARZENEGGER, GOVERNOR

CALIFORNIA POSTSECONDARY EDUCATION COMMISSION

770 L STREET, SUITE 1160 SACRAMENTO, CALIFORNIA 95814-3396 (916) 322-8015; FAX: (916) 327-4417 www.epoc.ca.gov Email: swilson@epoc.ca.gov



October 7, 2010

Frederick E. Harris Assistant Vice President California Community College Chancellor's Office 1102 Q Street Sacramento, CA 95811

Dear Mr. Harris:

The California Postsecondary Education has reviewed the Letter of Intent (LOI) of the Yuba Community College District expressing its desire to establish a state-approved Sutter County Educational Center.

The Commission finds that the LOI includes all required elements and information pertaining to enrollment projections, site location, topography, capital construction plans, construction time schedule, and identification of neighboring public and private educational institutions. The Commission, therefore, concurs with the recommendation of the Community College Chancellor's Office to approve the LOI.

I look forward to receiving and reviewing the district's Needs Study and Environmental Impact Report in relation to the Commission guidelines for a state-approved educational center. Please remind the district to include annual headcount enrollment and FTES projections in the Needs Study, since our guidelines now focus on annual enrollments rather than fall enrollments. If you have any questions, please contact me by cmail (swilson@cpec.ca.gov) or by phone (916-322-8015).

Sincerely,

Stacy Wilson, Ed.D.

Facility Review Coordinator/

Senior Policy Analyst

Attachment M

Department of General Services Approval of Plans



State of California . Arnold Schwarzenegger, Governor State and Consumer Services Agency

DEPARTMENT OF GENERAL SERVICES Division of the State Architect - Sacramento Office

8/12/2010 - APPROVAL OF PLAN(S)

NICKI HARRINGTON YUBA COMMUNITY COLLEGE DISTRICT 2088 N. BEALE RD. MARYSVILLE, 95901

Project:

Sutter County Facility (Yuba Community College District)

Total Scope of Project: Construction of 1-Site Preparation, Grading, Utilities (Incr. #1), 1-Administration / Classroom

Education Center Building (Incr. #2), 1-District Office Building (Incr. #2)

Increment #:

Application #:

Portion of total scope Construction of 1-Site Preparation, Grading, Utilities (Incr. #1)

covered by this letter:

02-111340

File #:

58-C1

Drawings and specifications for the subject project have been examined and stamped by the Division of the State Architect (DSA) for identification on 8/12/2010 . This letter constitutes the "written approval of the plans as to safety of design and construction' required before letting any contract for construction, and applies only to the work shown on these drawings and specifications. The date of this letter is the DSA approval date.

Approval is limited to the particular location shown on the drawings and is conditioned on construction starting within one year from the stamped date. The inspector must be approved and the contract information, including the construction start date, must be given to DSA prior to start of construction.

DSA does not review drawings and specifications for compliance with Parts 3 (California Electrical Code), 4 (California Mechanical Code), and 5 (California Plumbing Code) of Title 24. It is the responsibility of the professional consultants named on the application to verify this compliance.

Please refer only to the boxes checked below which indicate applicable conditions specific to this project:

	, , , , , , , , , , , , , , , , , , , ,
\times	Buildings constructed in accordance with approved drawings and specifications will meet minimum required standard given in Title 24, California Code of Regulations, for structural, and fire and life safety.
	Due to the nature of the building(s), certain precautions considered necessary to assure long service have not been required. In the condition as built, the building(s) will meet minimum required standards for structural, and fire and life safety. The owner must observe and correct deterioration in the building in order to maintain it in a safe condition.
	Your attention is drawn to the fact that this application was submitted under the provisions of Sections 39140/81130 of the Education Code which permit repairs or replacement of a fire damaged building to be made in accordance with the drawings and specifications previously approved by this office. The drawings and specifications approved for the reconstruction of this building conform to the drawings and specifications approved under application #
	These drawings and specifications meet the rules, regulations, and building standards in effect at the time of the original approval and do not necessarily comply with rules, regulations, or building standards currently in effect.
	Due to the nature of the poles, certain precautions considered necessary to assure long service have not been insisted upon. In their condition as built, they will meet minimum required safety standards; however, your attention is directed to the comparatively short life of wood poles. It will be the responsibility of the owner to maintain them in a safe condition.

Sacramento Regional Office * 1102 Q Street, Suitc 5200 * Sacramento, CA 95814 * (916) 445-8730

Applic File #:	ation #: 02-111340 58-C1
	Bleachers or grandstands constructed in accordance with approved drawings and specifications will meet minimum required standards for structural, and fire and life safety. The owner should provide for and require periodic safety inspections throughout the period of use to ensure framing and other parts have not been damaged or removed. On bleachers or grandstands having bolts, locking or safety devices, the owner shall require that all such components be properly tightened or locked prior to each use.
	This approval is for the part shown only since the drawings and specifications for the proposed work include only the portion of the building to be partially constructed on the subject site. It is understood that a separate application will be subsequently filed, together with drawings and specifications showing a plot plan and details of work necessary for completion. A contract for completion shall not be let before the written approval of such drawings has been obtained from the Department of General Services.
	The building(a) was designed to support a snow load of pounds per square foot of roof area. Snow removal must be considered if the amount of snow exceeds that for which the building(s) was designed,
	This constitutes the written approval certifying that the drawings and specifications are in compliance with State regulations for the accommodation of the disabled which are required before letting any contract for construction. (See Section 4454, Government Code.)
	Your application for the construction of a relocatable building submitted under the provisions of Section 17293 of the Education Code is hereby approved. This approval certifies that the drawings and specifications are in compliance with state regulations for accommodation of the disabled, structural safety, and fire and life safety. This approval applies only to the drawings and specifications for the foundation system, anchorage of the overhead nonstructural elements, and site work related to this project. Documentation has been received indicating that the building was constructed after December 19, 1979, and bears a commercial coach insignia of approval from the Department of Housing and Community Development (HCD). Confirmation that the construction of the HCD building conforms to the appropriate state regulations is done by others. (See Section 17307, Education Code and Section 4454, Government Code.)
	Deferred Approval(s) Items:
must be	oject has been classified as Class 3 . An Inspector who is certified by DSA to inspect this class of project e approved by DSA prior to start of construction. refer to the above application number in all correspondence, reports, etc., in connection with this project.
Sincere	alv.
Qu.	Digitally signed by OWN LEVERSHIPS DN OVErforms Digitalment of Control Envisors DN OVErforms Digitalment of Control Envisors DN OVERFORM DIGITAL DIGIT
	id F. Thorman, AIA rehitect
cc: Archite	ct



5/20/2011 - APPROVAL OF PLAN(S)

NICKI HARRINGTON YUBA COMMUNITY COLLEGE DISTRICT 2088 N. BEALE RD. MARYSVILLE, 95901

Project: Sutter County Facility (Yuba Community College District)

Total Scope of Project: Construction of 1-Site Preparation, Grading, Utilities (Incr. #1), 1-Administration / Classroom

Education Center Building (Incr. #2), 1-District Office Building (Incr. #2)

Increment #:

Portion of total scope Construction of 1-Administration / Classroom Education Center Building (Incr. #2), 1-District Office

covered by this letter: Building (Incr. #2)

Application #:

02-111340

File #:

58-C1

Drawings and specifications for the subject project have been examined and stamped by the Division of the State Architect (DSA) for identification on 5/20/2011. This letter constitutes the "written approval of the plans as to safety of design and construction" required before letting any contract for construction, and applies only to the work shown on these drawings and specifications. The date of this letter is the DSA approval date.

Approval is limited to the particular location shown on the drawings and is conditioned on construction starting within one year from the stamped date. The inspector must be approved and the contract information, including the construction start date, must be given to DSA prior to start of construction.

DSA does not review drawings and specifications for compliance with Parts 3 (California Electrical Code), 4 (California Mechanical Code), and 5 (California Plumbing Code) of Title 24. It is the responsibility of the professional consultants named on the application to verify this compliance.

Please refer only to the boxes checked below which indicate applicable conditions specific to this project;

\boxtimes	Buildings constructed in accordance with approved drawings and specifications will meet minimum required standard given in Title 24, California Code of Regulations, for structural, and fire and life safety.
	Due to the nature of the building(s), certain precautions considered necessary to assure long service have not been required. In the condition as built, the building(s) will meet minimum required standards for structural, and fire and life safety. The owner must observe and correct deterioration in the building in order to maintain it in a safe condition.
	Your attention is drawn to the fact that this application was submitted under the provisions of Sections 39140/81130 of the Education Code which permit repairs or replacement of a fire damaged building to be made in accordance with the drawings and specifications previously approved by this office. The drawings and specifications approved for the reconstruction of this building conform to the drawings and specifications approved under application #
	These drawings and specifications meet the rules, regulations, and building standards in effect at the time of the original approval and do not necessarily comply with rules, regulations, or building standards currently in effect.
	Due to the nature of the poles, certain precautions considered necessary to assure long service have not been insisted upon. In their condition as built, they will meet minimum required safety standards; however, your attention is directed to the comparatively short life of wood poles. It will be the responsibility of the owner to maintain them in a safe condition.

Sauramento Regional Office * 1102 Q Street, Suite 5200 * Sacramento, CA 95814 * (916) 445-8730

Applica File #:	stion #: 02-111340 58-C1
	Bleachers or grandstands constructed in accordance with approved drawings and specifications will meet minimum required standards for structural, and fire and life safety. The owner should provide for and require periodic safety inspections throughout the period of use to ensure framing and other parts have not been damaged or removed. On bleachers or grandstands having bolts, locking or safety devices, the owner shall require that all such components be properly tightened or locked prior to each use.
	This approval is for the part shown only since the drawings and specifications for the proposed work include only the portion of the building to be partially constructed on the subject site. It is understood that a separate application will be subsequently filed, together with drawings and specifications showing a plot plan and details of work necessary for completion. A contract for completion shall not be let before the written approval of such drawings has been obtained from the Department of General Services.
	The building(s) was designed to support a snow load of pounds per square foot of roof area. Snow removal must be considered if the amount of snow exceeds that for which the building(s) was designed.
	This constitutes the written approval certifying that the drawings and specifications are in compliance with State regulations for the accommodation of the disabled which are required before letting any contract for construction. (See Section 4454, Government Code.)
	Your application for the construction of a relocatable building submitted under the provisions of Section 17293 of the Education Code is hereby approved. This approval certifies that the drawings and specifications are in compliance with state regulations for accommodation of the disabled, structural safety, and fire and life safety. This approval applies only to the drawings and specifications for the foundation system, anchorage of the overhead nonstructural elements, and site work related to this project. Documentation has been received indicating that the building was constructed after December 19,1979, and bears a commercial coach insignia of approval from the Department of Housing and Community Development (HCD). Confirmation that the construction of the HCD building conforms to the appropriate state regulations is done by others. (See Section 17307, Education Code and Section 4454, Government Code.)
\boxtimes	Deferred Approval(s) Items:
	Elevator Guide Rails and Support Bracket Anchorage, Window Wall Systems or Storefronts with spans greater than 10 feet
	eject has been classified as Class 1 . An Inspector who is certified by DSA to inspect this class of project approved by DSA prior to start of construction.
Please	refer to the above application number in all correspondence, reports, etc., in connection with this project.
Sincere	•
Dan	Could not selected by Code (LOCATION III.) (Display of Code (Add Model To Code (Erris) (Display of Code (Add Model To Code (Erris) (Display of Code (Add Model To Code (Erris) (Display of Code (Add Erris) (Displa
	ard "Chip" Smith, Jr. State Architect
cc: Archited	1

Attachment N

YCCD Board Approval of DPR Construction Contract

YUBA COMMUNITY COLLEGE DISTRICT (YCCD) BOARD OF TRUSTEES MINUTES OF THE JULY 12-13, 2011 SUMMER PLANNING SESSION AND JULY 13, 2011 REGULAR MEETING

The Yuba Community College District Board of Trustees met for its Summer Planning Session on July 12 and 13, 2011 at the Comfort Suites Hotel, 1034 North Beale Road, Marysvillo, California, and Regular Meeting on Wednesday, July 13, 2011, at Yuba College, 2088 North Beale Road, Marysville, California.

1, PLANNING SESSION

Tuesday, July 12, 2011

Presont: Jim Buchan, Brent Hastey, Jim Kennady, Ban Psarson, Gary Sandy, Xavler Tafoya, David Wheeler

Apsent None

The Summer Planning Session began at 9:05 a.m.

Topics covered during the July 12, 2011 Planning Session included an update from executive staff on progress toward the Board's Shategic Directions, and presentations on the following topics: National Incident Management System/Standardized Emergency Management System (NIM/SEMS) Training for Elected Officials; Radiatricting; and the Student Learning Outcomes (SLOs) Component of the YCCO Institutional Effectiveness (IE) Model.

The Planning Session ended at 2:52 p.m. and the Board recessed until 9:00 s.m., Wednesday, July 13, 2011.

Wednesday, July 13, 2011

Present: Jim Budiran, Brent Hastey, Jim Kennedy, Ban Pserson, Gary Sandy, Xayler Tafoya, David Wheeler

Absent: Non

The second day of the Summer Planning Session began at 9:01 a.m.

The Board received Brown Act training provided by Mr. Scot Yameli of Afrinson, Andelson, Loya, Ruud and Rome (AALRR). Questions and discussion took place regarding various aspects of the Brown Act. Trusfee Hastey had a commitment and left the Planning Session at 10:24 a.m., returning at 12:36 c.m.

The Board recessed for lands at 11:21 a.m. and reconvened to Open Session at 1:00 p.m. to hear public comment on Closed Session fiems.

Present. Jim Buchan, Brent Hastey, Jim Kennody, Bon Pearson, Gary Sandy, Xavier Tafoya, David Wheeler

Absonit None

2. PUBLIC COMMENT ON CLOSED SESSION ITEMS

There being no public comment, Board members adjourned and returned to Yuba College to convene to Closed Session at 1:30 p.m.

3. CLOSED SESSION

A. Public Employee Performance Evaluation: Chancellor

Pursuant to Government Code 54957

Conference with Labor Negotiator

Pursuant to Government Code Section 54957.6

District Negotiator: Al Alt

Employee Organization: Yuba College - American Federation of Teachers (YC-AFT)

C. Conference with Labor Negotlator

Pursuant to Government Code Section 54957.6

District Negotiator: Al Alt

Employee Organization: Teamsters Local 150

4. REGULAR SESSION

Present: Jim Buchan, Brent Hastey, Jim Kennody, Ben Pearson, Gary Sandy, Xayler Tafoya, David Wheeler

Absent: None

A. Call to Order.

Chairman Tarbya called the meeting to order at 4,02 p.m.

B. Approval of Agenda

Moved, Seconded, (Hastey/Buchan), Unanimously Carried that the Board approve the July 13, 201 agenda as presented.

C. Open Accorda

Chairman Tafaya reviewed the process for addressing items listed and not listed on the agenda.

5. APPROVAL OF MINUTES

Trustee Kennedy requested an amendment to Page 3, Paragraph 1 of the June 8, 2011 meeting minutes. Copies of the amended draft minutes were made available.

Moved, Seconded (Sandy/Buchan), Unanimously Carried that the Board approve the influtes of the June 8, 2011 meeting as amended.

OPEN AGENDA AND PUBLIC COMMENT REGARDING ITEMS BOTH ON AND NOT ON THIS AGENDA

Nove.

MEASURE J BOND CONSTRUCTION

- A. Measure J Bond Construction Information
 - (1) Monthly Measure J Bond Construction Projects Update

Vice Chancellor Alt noted that the Series C Sonds were sold, with proceeds totaling \$34.1 Million. Due to its good credit rating, the District was able to obtain a furly-year loan at six percent interest. The tax rate for Series A, B, and C Bonds is below the maximum S25 per \$100,000 of assessed reduce.

B. Measure J Bond Construction - Consent

Moved, Seconded (Hastey/Pearson), Unanimously Carried that the Board approve the Measure J Bond Construction Consent agenda as presented. The following actions were taken:

- (1) Authorized District Staff to proceed to bid for equipment, installation and integration of a Backup Disaster Recovery System for District-wide Information Technologies.
- (2) Approved Modification Not. 17 to the Professional Services Agrooment with Notl O. Anderson & Associates, Inc., in the amount of \$50,980.
- (3) Approved Contract Change Order No. 8 with Hilbers, Inc., on the J-42 Coluse County Outresch Facility project of Woodland Community College, in the total amount of \$7,689.19, pending pertification by the architect of record.

(c.)

. Measure J Bond Construction – Action

 Adopt Resolution for the Sutter County Educational Facility (J.01), Increment II Project and Related Site Work

Moved, Seconded (Pearson/Wheeler), Unanimously Carried that the Board adopt the Resolution for the Sutter County Educational Facility, Increment II Project and related site work.

8. FEATURED PRESENTATION: NURSING PROGRAM

Nursing Program Director, Sheila Scroggins, provided an overview of the Yuba College Nursing Program. The program has a 92.5% pass rate in its Registered Nursing (RN) program, and 92% job placement rate in its Licensee Vocational Nursing (LVN) and RN programs. Professor Scroggins discussed the benefits of Simulation, as this teaching modality provides a real time, high fidelity simulation of a clinical patient and clinical expertence in a risk-free environment. The Nursing section of the new Health and Public Safety building at Yuba College will include both Skills Simulation and Hospital Simulation labs. Professor Alice Knipe, and students Stophanio Brinson, Ashley Davis and Sara Resas performed a Simulation and short debriefing demonstration. A Simulation typically lasts ten minutes with the remainder of the hour used for debriefing with students.

Chancellor Houston acknowledged the value and opportunity provided in the extended student deprictings and atated that he is impressed with the use and benefits of Simulators.

CONSENT CALENDAR

Items 9C(2), 9C(4) and 9C(11) were removed from the agenda for discussion.

Moved, Seconded (Hastey/Buchan), Unanimously Carried that the Board approve the July 13, 2011 Consent Calendar with the removal of items 9C(2), 9C(4) and 9C(11).

The following actions were taken:

- Categorically Funded Positions
 - Short-term Classified Employment AB500
 - Rosa Packard, Administrative Secretary I CalWORKs, Yuba College.
- B. General Funded Positions
 - (1) Short-term Classified Employment A3500
 - Permanent Employment
 - (a) Ramiro Canto-Lugo, Foreign Language Professor, Yuba College Revoke Letter of Retirement
 - (b) Carey Laine, Health/PE Professor, Yuba College Revoke Letter of Retirement

 - (d) Lauren Syda, Mathematics Professor, Yuba College Revolte Letter or retirement.
 (d) Rebecca Keading, Administrative Secretary III, Yuba College Rescind Letter of Resignation.
 - Donna Forguson, Student Services Technician, Yuba College Accept Retirement
 - Amanda Smith, Police Services Technician, District Services District Initiated Reclassification.

C. OTHER

- (1) Approved Warrants
- (2) REMOVED FOR DISCUSSION Approval of Expenses for Student Trustee Attendance at 2011 Student Trustee Workshop
- (3) Adopted District Management Componsation for 2011-2012 as presented.
- (4) REMOVED FOR DISCUSSION Approve Increase in Board Members' Monthly Compensation
- (5) Authorized the Purchasing Department to hold a surplus sale on any site, sell items through auction. or by private sale during the 2011-12 fiscal year. If the property is of insufficient value to defray the costs of arranging a sale, the property may be donated or disposed pursuant to Education Code Section 81452.
- (8) Approved Certification of the 2011-12 Perkins M Title IC Allocation Agreement
- (7) _ Approved the Memorandum of Agreement between YCCD and Sutter County Department of Human Services, Foster/Kińskiić Care-Education for the amount of \$8,000.
- (8) Approved the Agreements between Yuba College and Sutter County Department of Human Services, for Learning Disabilities Specialist for \$11,000 and CarWORKs Counselor for \$10,082.
- (9) Approved the Agreement between YCCD and Sutter County Department of Human Services, Independent Living Program Computer Campus for the amount of \$44,228.
- (10) Approved Amondment 1 to the 2010-2011 Child Development Training Consortium Agreement for the amount of \$13,750.
- (11) REMOVED FOR DISCUSSION Approve Agreement between UC Davis and Yuba College, Transfet Opportunity Program.

Herr: 9C(2) - Approval of Expenses for Student Trustee Attendance at 2011 Student Trustee Workshop

Due to the resignation of the current student trustee, motion was made by Trustee Hastey and seconded by Trustee Pearson that this Item be amended to remove the name of the student trustee and read as follows:

That the Board approve the expenses of the Student Trustee to attend the 2011 Student Trustee Workshop in San Francisco, California, August 12-13, 2011, sponsored by the Community College League of California (CCLC).

Motion unanimously carried.

item 9C(4) - Approve Increase in Board Members' Monthly Compensation

Trustee Sandy stated that due to the timing of this item and the current economic times, he would not support this flem. Trustees Wheeler and Pearson expressed agreement with Trustee Sandy

No motion was made.

item 9C(11) - Approve Agreement between UC Davis and Yuba College, Transfer Opportunity Program

Trustee Sandy stated he would abstaln from this item due to his employment at UC Davis.

Moved, Seconded (Buchan/Hastey), Carried that the Board approve the Agreement (UCD11-6586) between UC Davis and Yuba College for 2011-2012.

Abstain: Sandy

Teresa Dorantes-Basile addressed the Board at this time, stating that certain A5 500 positions (Temporary Secretary-Counseling; Clerical Assistant-Assessment; and Student Services Assistant-Coluse) are performing the duties of laid off positions, and requested these positions be removed from the agenda.

Chancellor Houston recommended that the Board not reverse its decision to approve the positions, and stated that he will look into the situation with the positions identified. If needed, changes to the positions can be made at a fater time.

10. ACTION

A. Approve Yuba College 2011 Accountability Report for the Community College (ARCC)

Erik Cooper, Yuba College Director of Planning, Research and Student Success, presented the 2011 Yuba College Accountability Reporting for the Community Colleges (ARCC). He stated that 45% of CSU and UC gradualtes first eitended a California community college. Mr. Cooper reviewed Yuba College's demographics. Due to state Management Information System (MIS) calculation of headcount. Yuba College is short nearly 2,000 students. In addition, a cate storage error from our own MIS led to a visible change in the ethnic make up of our student population.

Yuba's student damographic has changed only slightly, and this is most likely a result of the oconomy. Yuba College's annual successful completion rate for credit Basic Skills courses has increased from 55.5% in 2007/08 to 59.2% in 2009/10. This may be due to faculty training to enhance feaching and teerning provided through the Basic Skills Initiative. English as a Second Language (ESL) data was recorded last year, improving Yuba College's numbers 10% to 15%. Yuba College has nine levels of ESL; however, the state only allows us to code six levels. Mr. Cooper stated that Yuba College has a large proportion of students who are unprepared to enter college. Approximately 75% of students test below college level Math and English, although the number of students testing into college level courses has increased. Trustoe Hastey inquired if this is because many young people cannot afford to go to CSU or UC. Mr. Cooper stated that this is most likely the case, and that students are staying here longer.

Discussion took place regarding the area of Basic Skills. Some of the projects supported by BSI funding include: sucres in both the Writing and Language Development Center (WLDC) and the College Success Center (CSC), computar's for the Hard Malh Café, and the Reading Apprenhoaship Program which holps prepare faculty to better assist students. Mr. Cooper noted that the number of "levels" a student must take has a large effect on student success. A student chrolling in this next level course is just as likely to be successful in that course as a student who tests into that course level, however, we are losing students at each level are not emptling in the next course level. Discussion took place regarding the benefits of an accelerated program and the need to reduce the number of barriers to students, though it was also noted that some students do not do well in an accelerated environment. Math SO A/B was developed for this reason.

Trustee Wheeler inquired whether the information presented in the ARCC report started with the transition to a multi-college district. Mr. Cooper stated that the ARCC data only goes back three years.

Trustee Buchan inquired why welding does not appear in the fist of vocational programs. Mr. Cooper stated that it is listed in the full ARCC report, and that welding in our service area has experienced some growth.

Trustee Sandy inquired if there is data to show whether or not the high school algebra requirement better properts students for college level math. If not, this should be communicated to the high schools. Mr. Cooper stated that he has not seen that data.

Moved, Seconded (Buchan/Pearson), Unanimously Cerried that the Board approve the Yuba College 2011 Accountability Report for the Community College

Adopt Resolution Authorizing Separate Bank Accounts

Moyed, Seconded (Hastey/Buchan), Unanimously Carried that the Board review the list of bank accounts and approve Resolution to authorize continuing need of separate bank accounts.

C. Approve Monthly Unrestricted Budget Report for May 201*

Moved, Seconded (Buchan/Hastey), Unanimously Carried that the Board approve the budget revisions as presented.

D. Adopt Resolution Approving Reimbursement of Funds For Central Plant Energy Efficiency Project

Moved, Seconded (Kernedy/Pearson), Unantmously Carried that the Board approve the Resolution to reimburse the District for expenses incurred out of the General Fund for the Central Plant Energy Efficiency Project.

 Adopt New / Revised Board Policies: 3501—District Key Control Policy (New); 7350—Resignations (Revised)

Moved, Seconded (Buchan/Hastey), Unanimously Carried that the Board adopt new and revised Board Policies 3501-District Key Control Policy and 7350-Resignations.

F. Approve Broadband Service Long-Term De Facto Transfer Lease Agreement With Clearwire Spectrum Holdings BLLC

Moved, Seconded (Kennedy/Pearson), Unanimously Carried that the Board approve the Lease Agreement between the Yuba Community College District and the Gleervire Spectrum Holding III LLC, commencing upon approval by both parties.

11. INFORMATION

- A. Accreditation Updates
 - (1) Yuba College

President Adkins provided an update on progress toward completion of the Yuba College accreditation self-study. One-voice editor, desside Green, has produced a first draft of some of the Accreditation Standards. An Accreditation Workshop is scheduled to be held in conjunction with the Yuba College Convocation, as well as an afternoon workshop focusing on SLO integration.

(2) Woodland Community College (WCC)

President Fairchilds provided an update on progress toward completion of the WCC accreditation self study, noting that significant progress has been made in many areas. Work is still needed in the areas of the history of the institution, and the functional mapping chart showing the lines of decision making between the college and the District.

REPORTS

- Yuba College Reports
 - (1) Yuba College Academic Senate President

Yuba College Academic Senate President, John Steverson, attended the Senate Leadership institute in June. The institute offered broakout sessions for discussion on many topics of concern including the budget and performance-based funding. He welcomed Chancellor Houston and noted that faculty look forward to seeing him on campus.

(2) Yuba College President

President Adkins provided a report on student activities since the last meeting. Of special note, a recent newspaper article highlighted five members of the Yuba College basketball team who have signed a full scholarship to four year universities. The Celifornia Fire Service Magazine featured an article in its May/June 2011 publication about Yuba College's new Health and Public Safety Building that will open in August.

- B. Woodland Community College (WCC) Reports
 - (1) Woodland Community College Academic Senate President

Woodland Community College Academic Senate President, Monica Chahat, welcomed Chancellor Houston to the District. She expressed concern about the fluctuation in the number of courses offered each sensetter and the need for students to have a more consistent set of course offerings. With regard to information included in the ARCC presentation, WCC's Early Assessment Program. helps high school faculty ensure students are better prepared for college. There is also concern by the state academic senato with the increase in accolerated programs.

Trustee Pearson inquired about the requirement for taking the college placement exam, the average age of YCCD students, and the percentage of students enrolled in college level English and Matry.

Discussion ensued, and Chancellor Houston suggested that this information be included in a comprehensive Student Proparodness report and brought back to the Board at a future meeting.

(2) Woodland Community College President

President Fairchilds noted that the fluctuation in the number of summer courses offered, as mentioned by Professor Chahal, is due to the FTES target and the imposed workload reduction from the state. WCC was recently notified that it has been fully approved for federal student aid programs. She thanked Professors Chanal and Clark for suggesting that they continue to meet with her over the summer in an effort to increase communication.

Classified Exclusive Representative Report

CSEA President, Terese Dorantes-Basile welcomed Chandellor Houston. She expressed condem about the low morate of classified staff, the affects of staff reductions and use of temporary employees, and asked that the Chandellor look for input from classified staff in the future, and not just that of the executive staff.

- Union Reports
 - California School Employee Association (CSEA)

Ms. Dorantes-Basile noted that her reports were combined.

(2) District Negotiator

No report.

(3) Yuba College Faculty Association (YCFA)

YCFA President, Lisa Jonsen-Martin, welcomed Chancellor Houston to the District, and noted some of the items YCFA has worked on over the past few months. She attended a Yuba College/Woodland Community College Academic Senate Retreat, and will work closely with the Senates on the torune and evaluation process. Concerns include needed repairs at Yuba College, the budget, and the impact that budget decisions will have on teaching and students.

(4) District Negotiator

No report.

(5) Yuba College American Federation of Teachers (YCAFT)

YCAFT President, Julie Green, reported that YCAFT is currently working to negotiate a contract. Union concerns include how the budget might impact adjunct faculty and where cuts will be made.

(8) District Negotiator

No report.

(7) YCCD Police Officers Association (YCCD POA)

YCCD POA President, Kuldip Shergill, stated that the POA had nothing to report at this time.

(8) District Negotiator

No report.

(9) Teamsters Local 150

Erik Cooper, Yuba College Director of Planning, Research and Student Success, stated that the Local 150 is currently in the process of negotiating a contract.

(40) District Negotiator

No report.

(01) District Management

Chancellor Houston stated that there is currently no representative for this group.

(12) District Negotiator

District Chief Negotietor, Al Art, stated that he is available to provide clarification on any questions from the Board that may arise from the union reports; however, there is no need at this time for thin to report after each union report.

E. Vice Chancellor Educational Planning and Services Report

Vice Chancellor Espinoza reported that information recently presented to the Board of Governors (BOG) by Patrick Perry, Vice Chancellor at the California Community Colleges (CCC) Chancellor's Office, reflects an overall improvement of retention and success rates in credit courses, a decrease in the number of first time students due mobily to priority registration for continuing students over first-time students, and the reed for continued focus on the mission of community colleges.

(1) Legislative Update

Director of Public and Governmental Relations, Dr. Adrian Lopez, reported that the community newsletter has been mailed to all district households and includes the Citizens' Bond Oversight Committee (CBOC) report to the community. Regarding legislative issues, AB 515 (Brownley) Community College: Extension Courses ran into roadblocks, it is a two-year bill. Discussion about Performance Based Funding continues. At the federal lovel, community college concerns include Budget, Gainful Employment Rules, and reductions to the PELL Grant.

F. Vice Chancellor Administrative Services Report

Vice Chancellor Administrative Services, At Alt, provided a brief overview of the state budget. There is variability in the state budget and the District may experience outs between 5% and 8.5%. The Tentative Budget was adopted on the premise of 10% cuts, so there will be additional revenues. He recommended the District continue to plan for a 6.5% reduction. The Statewide Budget Meeting will be held on August 15th. The District did have some unanticipated revenue in the form of growth and one-time funds for Woodland Community College (WCC). End of year expenses are better than anticipated, and the District will have approximately \$4.5 Million to contribute back to the Reserve, which will help with our uncertainty in the state budget.

(1) Budget Update

G. Chancellor's Report

Chancellor Houston expressed appreciation to all those who contacted him over the past two months, and to the Board for appointing him as Chancellor in May, to allow time to develop a transition plan for the Interim President at Lassen College. He met with former Chancellor, Nicki Harrington, to work through transition issues, and stated that he left a job he toved and has some to a job he is confident he will love. He is confident in our ability to secure the future of the District, primarily because of the way he has been received in the transition.

Chancellor Houston reported that the Board has set out objectives for him in the form of seven themes: (1) Budget; (2) Strategic Planning Process; (3) Measure J and District Facilities Needs; (4) Board Development; (5) District Culture and Inclusivity in the Decision Making Process; (6) Majuring the Multi-College Culture; (7) Accreditation. He stated that he is pleased to have these objectives in place early in the process, as this will help him to move more quickly into his responsibilities. Chancellor Houston will attend the Yuba-Sutter Economic Development Corporation Breakfast on July 14th and the Community College Listening Tour on July 21st at Diabio Valley College.

H. Board Foundation Liaisons Reports

No report.

Trustee Reports

The Trustees welcomed Chancefor Houston. Trustee Pearson noted that since he was not present at the June Board meeting, the wished to report that the commencement ceremony at the Clear Lake Campus was very nice. He was introduced to the new WCC Dean of Instruction and Loarning Rescurces, Dr. Rudy Besikot, and said goodbye to Skip Davies, who served as the Interim Dean.

Chairman Tafoya stated that with regard to sabbaticals, he is concerned that if it comes to having to lay off a position or authorize a sabbatical, he would rather keep the position. He stated that the Board must make decisions based on what is best for the college.

13. ADJOURNMENT

The meeting adjourned at 6:42 p.m.

Attachment O

Sutter County Environmental Health Department Approval



SUTTER COUNTY COMMUNITY SERVICES DEPARTMENT

Environmental Health – Joff Williams, Environmental Health Manager Planning Animal Control Building Inspection Interim Director -- Randy Cagle Fire Services -- Dan Yager Emergency Services -- John DeBeaux

July 28, 2011

Phil Newson TBP Architecture 1000 Burnett Avenue, Suite 320 Concord, CA 94520

RE: Construction of Yuba College-Sutter County Campus Café at 3301 E. Onstott Rd., Yuba City, CA 95991.

Dear Mr. Newson:

This department has reviewed the plans received on March 25, 2011 with addendums on July 7, 2011 for construction of the above referenced food establishment. The plans are approved under the following conditions:

- All construction must conform with these approved plans. <u>Alterations</u> or <u>changes</u> to these plans must have prior approval from Environmental Health.
- It is the responsibility of the health permit applicant to call for <u>preliminary</u> (when 75% to 80% of finish work is completed and rough equipment installed) and <u>final</u> inspections (when 100% of construction is completed and utilities are operating).
 Approval by Environmental Health and issuance of a health permit is required prior to opening.
- 3. Floor surfaces in all areas in which food is prepared, packaged, or stored, where any utensil is washed, where refuse or garbage is stored, where janitorial facility is located, in all toilet and hand washing areas, and in employee change area shall be an approved type (rubber base top set coving is not acceptable) that continues up walls and has toe kicks four (4) inches in height, in a seamless manner, forming a 3/8 inch minimum radius cove as an integral unit.
- Wall and ceiling surfaces in all of the areas stated in #3 above must be smooth, nonabsorbent, easily cleanable, and durable. Paint must be at least a semi-gloss enamel.
- Submit samples of finishes for evaluation and approval prior to installation.

Phil Newson TBP Architecture July 28, 2011 Page 2

- Lights in food preparation areas, open food storage rooms, and utensil washing areas must have protective covers or shatterproof bulbs.
- All new and replacement equipment shall meet or be similar to applicable National Sanitation Foundation (NSF) standards.
- Food contact surfaces shall be approved materials which are easily cleaned, such as hardwood, metal, or Formica.
- No wood or press wood shall be exposed on the interior or exterior of cabinets or counters. All structural wood shall be sealed with plastic laminate.
- The janitorial sink must have a backflow prevention device on the faucet, and must be separated from the restrooms and from utensil washing, food preparation and all storage areas by approved partitions or walls.
- Install a chemical storage shelf and a mop rack at the janitorial area.
- 12. All floor sinks must be visible and readily accessible for cleaning. Floor sinks shall be flush with the finished floor and be within 15 feet of the condensate producing equipment. A properly coved protective enclosure will be required around the backside of floor sinks installed under curb or base mounted equipment. All exposed floor sinks must have safety grates installed.
- All equipment (including shelving) must be supported by six (6) inch high, easily cleanable legs, commercial castors, properly cantilevered from the wall, or sealed in position on a four (4) inch high continuously coved base.
- Hand washing soap and single-service paper towels must be provided in permanently installed dispensers at all hand washing sinks.
- 15. All conduit and pipes that are not concealed within walls, must be installed at least six (6) inches off the floor and ½ inch off the walls. Where pipe lines enter a wall, ceiling or floor, the opening around the line shall be tightly sealed.
- All restrooms and exterior doors must have self-closing devices.
- 17. All hand sinks must be equipped with hot (minimum 100°F to Maximum 108°F) and cold potable water, all utensil sinks must be equipped with hot (minimum 100°F, or the temperature specified by the manufacturer's cleaning agent) and cold potable water and all other sinks must be equipped with hot (minimum 120°F) and cold potable water dispensed from a premixing faucet.

Phil Newson TBP Architecture July 28, 2011 Page 3

 Construction shall comply with all pertinent sections of the California Health and Safety Code, Chapter 4, commencing with Section 113700 et. al., as interpreted by Sutter County Environmental Health.

Construction must commence within 6 months of the date of this letter for this approval to be valid.

The approval of these plans and specifications does not exempt anyone from the liability to comply with all provisions of CALIFORNIA RETAIL FOOD CODE and any other applicable laws or ordinances.

This plan approval letter shall be deemed as part of the plans and specifications for the project and shall be attached to the plans and specifications at the construction site upon receipt.

If you have any questions, please call our office at (530) 822-7400.

Sincerely,

JEFF WILLIAMS, R.E.H.S.

ENVIRONMENTAL HEALTH MANAGER

Octavio Cuevas R.E.H.S.

Registered Environmental Health Specialist-II

OC:kf

cc: Yuba City Building Department

Attachment P

Air Quality Management District (AQMD) Application

Feather River Air Quality Management District

Application for Authority to Construct / Permit to Operate

Cover Form - all applications



1007 Live Oak Blvd Suite B-3 Yuba City, CA 95991 (530) 634-7659 FAX (530) 634-7660 www.fraqmd.org

David A. Valler, Jr. Air Pollution Control Officer

IF APPLICABLE, PLEASE COMPLETE THE ASSOCIATED SUPPLEMENTAL FORM FOR EACH PIECE OF EQUIPMENT OR PROCESS

Please provide all information requested in this application. Fill in the information <u>assetty</u> as you would like it to appear on the permit (including punctuation, capitalization, and abbreviations). Incomplete applications will delay processing. Attach extra pages as necessary. Construction must not be started until the Authority to Construct has been issued.

Filing Fee \$125.00 (non-refundable and to be submitted with this application)

evaluation Incurred pr	of the applicati ursuant to Secti	essed pursuant to District Rule 7.7 at. on. Inspections of the site and Hearin on 44380 of the California Health and e. If you store blank forms, please che	g Board costs are a Safety Code.	dditiona	l. These fees d	o not include State cost
SECTION	I FACIL	ITY INFORMATION	FRAQMD PER	MIT#(if existing):	
	NAME (AS I	T WILL APPEAR ON PERMIT):		inity (College Dist	rict - Sutter Cent
CITY:	Yuba City	ADDRESS.	STATE	CA	ZIP CODE:	95993
CONTAC	T PERSON:	Randy Joslin	TITLE:	Dire	ctor M&O	
PHONE:	530-741-		FAX:	530-	634-7708	
E-MAIL:	rjoslin@yo	ccd.edu	1,775		SIC CODE:	
	ADDRESS.	2088 North Beale Road		T		loron.
	IY NAME:	Yuba Community College I 2088 North Beale Road	JISLI ICL			
CITY:	Marysville	,	STATE	CA	ZIP CODE:	95901
MAILING	CONTACT:	Randy Joslin	TITLE:	Dire	ctor M&O	
PHONE: 530-741-6775 FAX: 530-634-7708						
SECTION WILL BO		RACTOR / BILLING INFORMAT			Construct Per	rmit) NO:
COMPAN	Y NAME:	Yuba Community College I	District			
MAILING	ADDRESS:	2088 North Beale Road				
CITY:	Marysvil	le	STATE:	CA	ZIP CODE:	95901
MAILING	CONTACT:	George Parker	TITLE:	Dire	ctor, Facilit	ies Planning
PHONE:	530-634-	7643	FAX:	530	-743-3896	
E-MAIL:	gparker@yccd.edu					

FOR FRAQMD USE ONLY				
RECEIPT#:	DATE:	RECEIVED BY:	FACILITY ID:	A/C#:

Application for Authority to Construct / Permit to Operate - Cover Form

SECTION IV CONSTRUCTION SCHEDULE & SCOPE OF WORK
ESTIMATED START DATE: 11/2011 ESTIMATED COMPLETION DATE: 9/30/2012
FOR EXISTING SOURCES, ENTER DATE INSTALLED:
DESCRIBE THE SCOPE OF THE WORK TO BE PERFORMED AND LIST EQUIPMENT TO BE CONSTRUCTED, MODIFIED, OR PUT UNDER PERMIT. ATTACH FEATHER RIVER AQMD SUPPLEMENTAL FORM(S) AND SUPPORTING DOCUMENTATION AS NECESSARY. THE DISTRICT RESERVES THE RIGHT TO REQUEST ADDITIONAL INFORMATION IF NEEDED.
New construction of 53,000 educational center w/18 classrooms and library, offices and small
cafe.
Attach additional sheets as necessary.
SECTION V CONFIDENTIAL INFORMATION
All information submitted to obtain an Authority to Construct/Permit to Operate is considered public information as defined by California Government Code section 6254.7 unless specifically marked as a trade secret by the applicant. Each document containing trade secrets must be separated from all non-privileged documents. Each document, which is desirned to contain trade secrets, must indicate each section or paragraph that contains trade secret information and must have effected a stating with specificity the reason this document contains trade secret information. All emission data is subject to disclosure regardless of any claim of trade secret. Acknowledgement (Please Initial)
Trade Secret documents are included with this application:
SECTION VI NEAREST SCHOOL
If the emission source is within 1,000 feet of a school site and the application will result in an increase in hazardous air emissions, a public notice will be required at the expense of the applicant. (CH&S 42301.6)
"School" means any public or private school used for purposes of the education of more than 12 children in kindergerien or any of grades 1 to 12, inclusive, but does not include any private school in which education is primarily conducted in private homes. (CH&S 42301.9(a))
Pursuant to 42301.6(f) of the California Health and Safety Code, I hereby certify that the emission source(s) in this permit application:
(Initial appropriate box) Is within 1,000 feet of the outer boundary of a school. Is not within 1,000 feet of the outer boundary of a school.
NEAREST SCHOOL AND DISTANCE (IN FEET) NAME: Yuba College (same location) / FEET
SECTION VII APPLICANT CERTIFICATION STATEMENT
Applicant agrees to defend (with legal counsel reasonably acceptable to FRAQMD), indemnify and hold harmless FRAQMD, its officers, employees, and agents, from and against any and all claims, losses, costs, damages, injuries (including injury to or death), expenses and liabilities of every kind, nature and description (including incidental and consequential damages, court costs, attorneys' fees, litigation expenses and fees of expert consultants or expert witnesses incurred in the connection therewith and costs of investigation) that arise out of, pertain to, or relate to, directly or indirectly, in whole or in part, this permit and/or the application or issuance thereof. To the extent that FRAQMD is required to use any of its resources to respond to such claim, action, or proceeding, Applicant will reimburse FRAQMD upon demand and upon presentation of an invoice describing the work done, the time spent on such work, and the hourly rate for such work by the employee or agent of FRAQMD. I certify under penalty of perjury under the laws of the State of Celifornia, based on information and belief formed after reasonable inquiry, that the information contained in this application, composed of the forms-and attachments, is true, accurate, and complete, and that I am the responsible official. RESPONSIBLE OFFICIAL SIGNATURE:
NAME (PRINTED): George Parker TITLE: Dir. Facilities Planning DATE: 9/4/2012

$\frac{\text{BOILERS, STEAM GENERATORS, AND PROCESS HEATERS}}{\text{SUPPLEMENTAL FORM}}$

Section I - Facility/Owner Information
1.1. Business Name: Yuba Community College District
1.2. Contact Name: _George Parker - Director, Facilities Planning
Phone No.: 530-634-7643 Fax No.: 530-743-3896 E-mail: gparker@yccd.edu
Address: 208 North Beale Road, Marysville, CA 95901
1.3. Address of Boiler: 3301 East Onstott Road, Yuba City CA 95993
1.4. FRAQMD Permit No.: (if unknown, leave blank)
1.5. Do you claim confidentiality of data? 🔀 No 🔲 Yes (attach explanation)
Section II - General Equipment Information (Complete all items to the best of your ability)
2.1. Type of Equipment:
■ Boiler ■ Steam Generator ■ Process Heater ■ Other (specify): ■
2.2. Equipment Manufacturer: Harsco Ind. Patterson-Kelley
2.3. Equipment Model: MACH Model C-1050 Social Number: W804-12-7888
2.4. Year of Manufacture: 1/26/2012 Year of Installation: 2012
2.5. Equipment Rating: 1,050,000 MMBtw/hr (input) OR horsepower (hp)
2.6. Fuel Information:
☐ Diesel
Landfill Gas Other Fuel: If Dual Fuel:
2.7. Tracking Equipment:
2.8. Burner Information:
A. Primary Burner Manufacturer: Model:
Maximum Heat Input RatingMMBtu/hr
Type: Standard Low NOx Ultra Low NOx
B. Secondary Burner Manufacturer:Model:
Maximum Heat Input RatingMMBtu/hr
Type: Standard Low NOx Ultra Low NOx

$\frac{BOILERS, STEAM\ GENERATORS, AND\ PROCESS\ HEATERS}{SUPPLEMENTAL\ FORM}$

Section II - General Equipment Information (Complete all items to the best of your ability)						
2.9. Additional Emission Control Devices (Check all that apply):						
☐ Flue Gas Recirculation (FGR) ☐ Staged Air Combustion ☐ Staged Fuel Combustion						
Selective Non-catalytic Reduction (SNCR) Selective Catalytic Reduction (SCR)						
☑ Other (specify): See product submittal approval by Mech. Engineer						
Section III - Operation Information						
3.1. Describe the General Use of the equipment: Space Heating for new 53,000 SF educational facility						
3.2. Emission Duta: (if unknown, leave blank) Pollutants Maximum Emissions before Control Device Maximum Emissions after Control Device						
NMHC gm / bhp lb / hour ppmv (1) gm / bhp lb / hour ppmv (1)						
NOx						
co						
PMI0						
SOx NOTE (1) - DRY, CORRECTED TO 3% O ₂ .						
Source of Emission Data: [X] Attached Manufacturer Emission Data [Attached Source Test Results						
Attached Other (specify)						
3.3. District Rule 3.21 Compliance Options: Please circle one of the following options if you are subject to Rule 3.21.						
If the equipment is rated greater than or equal to 1 MMBtu/hr and less than 5 MMBtu/hr;						
A. Operate the equipment using less than 90,000 therms of annual heat input.						
B. Operate in a manner that maintains stack gas oxygen concentration at less than or equal to 3% by volume.						
C. Operate with a stack gas oxygen trim system set at 3% by volume oxygen.						
D. Tune the unit at least once a year by a qualified technician in accordance with District Rule 3.21.						
E. Operate in compliance with the emission limits specified in Rule 3.21-Table 1.						
If the equipment is rated greater than or equal to 5 MMBus/hr:						
F. Operate the equipment using less than 90,000 therms of annual heat input AND Circle one additional compliance option between Section 3.3B-3.3B.						
G. Operate in compliance with the emission limits specified in Rule 3.21-Table 1.						

$\frac{BOILERS, STEAM\ GENERATORS, AND\ PROCESS\ HEATERS}{SUPPLEMENTAL\ FORM}$

Sec	tion III - Operation Informat	ion				
3.4.	Operating Schedule:	01 02 03 04				
	Maximum: 12 hours / day					
	Average: 10 bours / day	600, 425, 0 435 hours / qtr 1,460 hours / year				
Sec	tion IV – Receptor Informati	on .				
4.1. Description of Nearest Receptor (i.e. Residential Area, business, school, etc.): On-Site to College						
	4.2. Pacility Distance to the Nearest Receptor: 1500 feet					
4.3. Name of Nearest School (K-12): April Lane (2.2 Miles)						
4.4. Facility Distance to the Nearest School:feet						
If the facility is within 1,000 feet of a school site, and if the application will result in an increase in hazardous emissions, a public notice will be required at the expense of the applicant. (CH&S 42301.6)						
Section V - Applicant Certification Statement						
THE ABOVE INFORMATION IS SUBMITTED TO DESCRIBE THE DESIGN AND USE OF THE EQUIPMENT FOR WHICH APPLICATION FOR AUTHORITY TO CONSTRUCT IS BEING MADE.						
SIG	NATURE OF RESPONSIBLE FICIAL OF FIRM:	DATE: 09 / 04 / 2012				
TYP	TYPE OR PRINT NAME AND OFFICIAL TITLE OF PERSON SIGNING THIS DATA FORM					
NAN	MB: George Parker	TITLE: Dir. Facilities Planning				

APPLICATION / PERMIT BOILER Supplemental.doc, 6/7/2010



717 Market Street, Suite 500 Sen Francisco, CA 94103 (U. 415.459.7240 TAX 415.435.7289 www.interfaceongineering.com

submittal review

SUBJECT/PROJECT	Yuba College Sutter Compus	DATE	Nevember 4, 2011
gkolect No.	2010-0260	REF #	Submittal # 23 52 00-01-1_ Boilers
CUENT	Daniel Manguy	PHONE	625-246-6419
	tBP Architecture		
	1000 Burnett Avenue, Suite 320 Concord, CA 94520		
REVIEWED BY	Hermez Janssens / Ben Cao	⊚ Ir	nterface Engineering, Inc.

APPLIES TO Mechanical

systew(s): Submittal # 23 52 00-01-1_ Boilers

This review is only for general comformance with the design concept of the project and general compliance with the information in the Contract Documents. Any action shown below is subject to the requirements of the Plans and Specifications. Contractor is responsible for the dimensions and quantity which shall be confirmed and correlated at the job site, fabrication processes and techniques of construction, coordination of the work with that of all other trades, and the satisfactory performance of the work.

Basis of design manufacturers are listed on our equipment schedules and construction documents. Where a submitted manufacturer differs from the basis of design manufacturer, Contractor shall provide coordination drawings and provide modifications as necessary to provide access, clearance, and any other provisions for proper and acceptable installation of any equipment not listed as the basis of design equipment.

The following items were reviewed for conformance with the requirements of the Contract Documents.

	DISPOSITION
ITEM / COMMENTS	N M 1 2 3 F

- N No exception taken.
 M Make corrections noted. Resubmittal not required if installation compiles with notes.
- Revise and resubmit.
- Manufacturer not approved.
 Does not meet requirements of Contract Becuments.
- 3 Insufficient information to review.
- F Forward specified item.

T/2010/2010-0259/Comm\Submittel\Mechanical Submittel\23 52 09-01 Boilers\M20111107 Submittal Review - 23 52 00_Boilers.docx

				DISP	OSITION		
		N	M		R		
TEW /	COMMENTS	111	IM.	1	2	3	1
ab #1	: 23 52 00: Boilers:		1				
Boiler:	PK Mach model C-1950, 1,050 MBH input, 987 MBH						
	94% thermal efficiency, with outdoor kit.		X				
omm.	ent:						
a.	Provide outdoor vent kit & vent per mfr. installation instruction.						
b.	Provide condensate drain piping per mfr. installation instruction						
c.	Provide boiler management system be capeble of interfacing with BAS per spec.						
d.	Provide outdoor enclosure kit per spec.						
c.	Install boiler in accordance with mfr. instruction.						i
£.	Provide boiler on skid including outdoor enclosure,						
	pumps, piping and appartenance, meter and gauges per spec.						
g.	Provide system startup & testing with mfr's field representative.						

tBP/ARCHITECTURE

No Exception Taken	■ Make Corrections Noted
☐ Rejected	Revise and Resubmit
Bydm	Date Nov 08, 2011

These drewings have been reviewed by the Architect solely as an aid to the General Contractor. The accuracy of frees drawings and their conformity to the Plane and Specifications are the responsibility of the Censes Contractor Verty all dishortations of the jobsta. Devalution from Drewings and Specifications shall be called to the Architect a attention in writing.

- Disposition Code

 R. No exception taken.

 M. Nake corrections noted, Resulphittal not required if installation compiles with notes.

 Resise and resubmit.

 1. Manufacturer not approved.

 2. Does not meet requirements of Contract Documents.

 3. Insulfificient information to review.
- F Forward specified item.

T/2010/2010-0960-Comm/Submittal/Mechanical Submittal/23 52 00-01 Boilers/M20111107 Submittal Review - 25 52 00_Boilers.docx

Attachment Q

Department of Finance Enrollment Projection Approval



EDMUND G. BROWN JR. . GOVERNOR

915 L STREET B SACRAMENTO DA B 95814-3706 B WWW.DOF.CA.GOV

December 22, 2011

Dr. Douglas B. Houston Yuba Community College District 2088 North Beale Road Marysville, CA 95901

Dear Dr. Houston:

The Demographic Research Unit has reviewed and approves the enrollment projection for Yuba Community College District's proposed Sutter County Educational Center.

	Yι	uba Community	College Distric	et .	
	Su	itter County Ed	lucational Cente	er	
Year	Fall Enrollment	WSCH/Enr	Fall WSCH	Fall FTES	Annual FTES
2012	1,400	8.36	11,703	390	780
2013	1,455	8.83	12,844	428	856
2014	1,510	9.30	14,036	468	936
2015	1,564	9.77	15,280	509	1,019
2016	1,619	10.25	16,591	553	1,106
2017	1,674	10.25	17,152	572	1,143

We extend our best wishes for the success of the center.

Sincerely,

John Malson, Acting Chief Demographic Research Unit Department of Finance

Frederick Harris, Assistant Vice Chancellor, CCCCO Lan Yuan, Facilities Planning Specialist, CCCCO

ICC: MALSON/SCHNAGL/CHRON FILE/FILE

Attachment R

Memorandum: Yuba College Sutter County Center Proposals



Memorandum

TO:

Douglas Houston, Chancellor

FROM:

Kay Adkins, President

CC:

Al Alt, Bryon Bell, Beatriz Espinoza, Angie Fairchilds, Greg Kemble, John Steverson, Kevin Trutna,

Jacques Whitfield

DATE:

February 14, 2012

SUBJECT:

YC Sutter County Proposals

Kevin Trutna, the Academic Senate, and I continue to refine the budget and course offerings for the Sutter County Campus. To illustrate some of the challenges we are facing, attached you will find four budget proposals for your review. The following assumptions were used as a foundation for all four proposals.

Assumptions:

- 1000 FTES attributable to the Sutter County Facility;
- \$1,107,182 is the current amount for an approved center;
- Average cost of \$5000 (3 unit) per section.

Below I have summarized key elements of each proposal:

Proposal A:

- 60% Faculty Coordinator (would need YCFA approval, per YCFA Contract Article 26.5.1) instead of fulltime administrator position;
- 160 new section per semester, no Marysville sections will be transferred;
- Total cost: \$2,097,905.65.

Proposal B:

- Full-time administrator;
- No full-time faculty: 55 new sections per semester, 105 sections transferred from Marysville;
- One full-time faculty: 45 new sections per semester, 115 section transferred from Marysville;
- Total cost: \$1,106,117.56.

Proposal C:

- 60% Faculty Coordinator;
- · No full-time faculty: 61 new sections per semester, 99 sections transferred from Marysville;
- One full-time faculty: 51 new sections per semester, 109 section transferred from Marysville;
- Total cost: \$1,107,905.65.

Proposal D:

- · 60% Faculty Coordinator;
- Using three semesters (Fall 2012, Spring 2013, and Summer 2013) to generate the needed 1000 FTES;
- Using DE enrollments (100 FTES from Fall 2012 and 100 FTES from Spring 2013) to generate the needed 1000 FTES;
- Transferring most of Yuba's summer allocation (GE and Transfer Courses) to Sutter County Campus;
- Total cost: \$1,107,905.65.

A decision needs to be made by *Tuesday, February 28*, in order to meet the Fail 2012 schedule and student registration deadline.

I have attached for information, YCFA Contract Article 26.5 (page 68) and an article from the Fresno Bee, "Accreditation panel warns Valley community colleges: Fresno City's and Reedley's lack of leadership is cited."

SUTTER FACILITY STAFFING & OPERATING PROJECTION WITH 60% COORDINATOR & 160 NEW SECTIONS PER SEMESTER

PROPOSAL A

		2012-2013
Coordinator Class 4 step 17	.60 FTE	\$73,114.00
additional stipend - 25 days @ \$	5500	\$12,500.00
Admin. Sec II Range 27 step 3	1.0 FTE	\$65,430.19
Campus Operational Spec II Range 31 step 3	1.0FTE	\$70,226.79
Custodial/Maintenance Worker Range 18 step 3	1.5 FTE	\$67,839.00
Library Tech Assist Range 26 step 3	1.0 FTE	\$64,297.71
Grounds Range 19 step 3	.50 FTE	\$19,497.96
160 new sections @ 3 units X 2 s	semesters	\$1,600,000.00 *
Operating supplies		\$125,000.00 \$2,097,905.65

^{*} average cost of \$5,000 per section.

The current amount for an approved center is \$1,107,182

SUTTER FACILITY STAFFING & OPERATING PROJECTIONS WITH FULL TIME DEAN & 55 NEW SECTIONS PER SEMESTER OR 45 NEW SECTIONS PER SEMESTER & 1 NEW FACULTY

PROPOSAL B

		2012-2013	2012-2013
Supervisor/Dean Range 40 step 3	1.0 FTE	\$143,825.91	\$143,825.91
Admin. Sec II Range 27 step 3	1.0 FTE	\$65,430.19	\$65,430.19
Campus Operational Spec II Range 31 step 3	1.0FTE	\$70,226.79	\$70,226.79
Custodial/Maintenance Worker Range 18 step 3	1.5 FTE	\$67,839.00	\$67,839.00
Library Tech Assist Range 26 step 3	1.0 FTE	\$64,297.71	\$64,297.71
Grounds Range 19 step 3	.50 FTE	\$19,497.96	\$19,497.96
55 new sections @ 3 units X 2 se Transfer from YC-105 sections @		\$550,000.00 *	
New faculty-5 sections @ 3 unit 45 new sections @ 3 units X 2 se Transfer from YC -110 sections @	emesters		\$100,000.00 * \$450,000.00
Operating supplies		\$125,000.00 \$1,106,117.56	\$125,000.00 \$1,106,117.56

^{*} average cost of \$5,000 per section.

The current amount for an approved center is \$1,107,182

SUTTER FACILITY STAFFING & OPERATING PROJECTION WITH 60% COORDINATOR & 61 NEW SECTIONS PER SEMESTER OR 51 NEW SECTIONS PER SEMESTER AND 1 NEW FACULTY

PROPOSAL C

		2012-2013	2012-2013
Coordinator Class 4 step 17	.60 FTE	\$73,114.00	\$73,114.00
additional stipend - 25 days @ \$	500 per day	\$12,500.00	\$12,500.00
Admin. Sec II Range 27 step 3	1.0 FTE	\$65,430.19	\$65,430.19
Campus Operational Spec II Range 31 step 3	1.0FTE	\$70,226.79	\$70,226.79
Custodial/Maintenance Worker Range 18 step 3	1.5 FTE	\$67,839.00	\$67,839.00
Library Tech Assist Range 26 step 3	1.0 FTE	\$64,297.71	\$64,297.71
Grounds Range 19 step 3	.50 FTE	\$19,497.96	\$19,497.96
61 new sections @ 3 units X 2 se Transfer from YC-99 sections @		\$610,000.00 *	
New faculty5 sections @ 3 unit 51 new sections @ 3 units X 2 se Transfer from YC-104 sections @	mesters		\$100,000.00 \$510,000.00 *
Operating supplies		\$125,000.00 \$1,107,905.65	\$125,000.00 \$1,107,905.65

^{*} average cost of \$5,000 per section.

The current amount for an approved center is \$1,107,182

Sutter County Education Center

Proposal Option D (2/2/24/12)

This week, Dr. Houston approved moving ahead with Option D (see attached) for Sutter The goal is to reach 1000 FTES for 2012-13

Fall 2012	New Sections	Transferred from Marysville		
DE		32 x 3-units	(note instructors should be teaching	face to face at SCEC)
Face to Face	61 x 3-units	27 x 3-units		

Conversions:

61 x 3-units = 183 units = 12.2 FTEF

32 x 3-units = 96 units = 6.4 FTEF

27 x 3-units = 81 units = 5.4 FTEF

Suggested FTEF Target Scheduling (work with faculty to develop)

	New Sections	Transferred from Marysville	Total FTEF at Sutter	Note: total can include more transferred if necessary
DE		6.4	6.40	
Business & Tech	1.60	0.80	2.40	
Counseling	0.60	0.20	0.80	
Fine Arts	0.60	0.20	0.80	
Health & PE	1.20	0.40	1.60	
Language Arts	3.20	1.40	4.60	
MESH	3.00	1.40	4.40	
Social Science	2.00	1.20	3.20	
	12.20	12.00	24.20	

Kristi Page will be coordinating the room usage

Each division secretary will be responsible for entering the information into Datatel

SUTTER FACILITY STAFFING & OPERATING PROJECTION WITH 60% COORDINATOR & 80 SECTIONS SUMMER 2013, FALL 2012/SPRING 2013 64 SECTIONS DE AND FALL 2012/SPRING 2013 176 SECTIONS

PROPOSAL D

		2012-2013
Coordinator Class 4 step 17	.60 FTE	\$73,114.00
additional stipend - 25 days @ \$	500 per day	\$12,500.00
Admin. Sec II Range 27 step 3	1.0 FTE	\$65,430.19
Campus Operational Spec II Range 31 step 3	1.0FTE	\$70,226.79
Custodial/Maintenance Worker Range 18 step 3	1.5 FTE	\$67,839.00
Library Tech Assist Range 26 step 3	1.0 FTE	\$64,297.71
Grounds Range 19 step 3	.50 FTE	\$19,497.96
32 DE sections @ 3 units X 2 sem	nestersTransfer from YC	
61 new sections @ 3 units X 2 se Transfer from YC - 27 sections @		\$610,000.00
SUMMER SCHOOL 2013 80 sect in current District sum not YC budget		
Operating supplies		\$125,000.00 \$1,107,905.65

^{*} average cost of \$5,000 per section.

The current amount for an approved center is \$1,107,182

Sutter County Center Update - May 8, 2012

Presentations to

(list out)

Projected FTES

		Planned FTES	Projected FTES based upon 2011 Marysville Census	Projected FTES based upon 5/7/12 CSAR
Fall 2012	Face to face (61 new/27 moved sections)	275	279	99
	Online	100	100	28
Spring 2013	Face to face (61 new/27 moved sections)	275		
	Online	100		
Summer 2013	Face to face + online (80 sections)	250		
	Total	1000		

Notes:

- 1) Enrollments to not include new student registration (350+ at Saturday, May 5th Quick Reg)
- 2) Marketing plan has just started
- 3) HS concurrent enrollments have not registered

Obstacles:

- 1) Potential saturation of GE courses (added 61 new sections)
- 2) Lack of available faculty (math, English, science lectures, history)
- 3) Duplication of Marysville GE offerings

Options:

- 1) Move all DE to Sutter County Center (estimated 108 FTES as of 5/7/12)
- 2) Winter intersession
- 3) Late start classes
- 4) Evening cohorts
- 5) Push for 500 FTES at Sutter County Center in Fall
- 6) Cancel/transfer sections from Marysville to move to Sutter

Attachment S

PG&E Building Inspection



May 15, 2012

PG&F. Josh Deadmore Industrial Power Engineer 29 4th St., Building A Marysville, CA 95901

RE: Sutter County Outreach Facility, 02-111340 – Yuba Community College District, J-01 Inspection of Building Gas Piping

Mr. Deadmore,

Please note that the above ground gas piping (building piping), was inspected and (pressure) tested by the IOR. The roof top RTUs (2- total) are now connected to the gas pipe system and are ready for start-up.

The below ground piping was previously inspected and tested from the meter location to the building shut-off. The above ground piping was inspected and tested from the building shutoff to each piece of equipment requiring gas.

The physical address is 3301 East Onstott Road, Yuba City, CA 95991.

Thank you,

Robert L Boyer Inspector of Record 530 300-8243

bboyer2@sbeglobal.net

Attachment T

YCCD Board of Trustees Consent and Action Items and Presentations

Sutter County Facility - Board of Trustees Consent and Action Items, and Informational Presentations
PROJECT SCOPE & BUDGET

				ľ				
		Measure J Update - Budget			1A(2)		×	08/05/09
tBP Architecture presentation to review schematic design for District Board Room		Measure J Update - Sutter County Facility			1A(1)		×	08/05/09
Updated Implementation Plan, "March to Yellow", and Budget		In-depth review of Measure J Bond Program					×	07/22/09
Authorize the district to move forward with the development of the design of the Sutter county Facility to include the scope of Educational Cente Status		J-01, Sutter County Facility Approve Scope of Yuba College Educational Facility	×		7B(2)	×		06/17/09
See meeting minutes		Yuba College Sutter County Educational Facility			1A		×	06/17/09
See meeting minutes		Overview of planning process for new Sutter educational facility			28		×	05/13/09
See meeting minutes		Update on the Yuba College Sutter County Facility and Educational Center planning			10		×	04/15/09
	\$ 255,000	Approve GKK proposal for consulting services to obtain Center Status for Sutter County Educational Facility	×		7R	×		11/19/08
		Approve District Office Complex Program Definition as foundational document to develop layout and design of District Offices complex		×	10A (3)	×		08/06/08
		District Office Complex and Board Room Plan			18		×	08/06/08
		tBP Architects - District Office/Board Room			1A		×	07/16/08
	\$ 2,200,000	Approve award of A/E agreement to tBP Architecture for Sutter County Facility	×		10(B)1	×		06/11/08
The original Implementation Plan, "March to Yellow," and Budget		Presentation of the Measure J Program, Timeline, and Budget			18		×	03/19/08
Notes	Dollar Value of Item	Subject	Action	Consent	item #	Reg Mig	Work Sess	BOT Mtg Date
			Category	0		Type	Mtg Type	

Page 1 of 7 pages as of 9/11/2012

Sutter County Facility - Board of Trustees Consent and Action Items, and Informational Presentations
PROJECT SCOPE & BUDGET

	8W	Mtg.Type		Category	gory			
BOT Mtg Date	Work Sess Reg Mig	Reg Mig	Itom #	Consent	Action	Subject	Dollar Value of Item	Notes
08/05/09		×	4B(2)		X	Award contract for Pre-Construction Services for I/L-B to DPR Construction	\$ 91,820	
09/09/09		×	5A(1)	×		Approve contract for Pre-Construction Services to DPR Construction	\$ 91,820	
04/14/10		X	7A(7)		X	Adopt Resolution in support of the application to the State of California to achieve official educational center status for Sutter Co. Facility		
06/10/10		×	84(2)		X	Authorization for Modification to A/E agreement with tBP Architecture for additional design sandras	\$ 555,000 with tBP	Authorization for Modification to A/E agreement with tBP Architecture for additional design sensions
07/14/10	×					In-depth review of Measure J Bond Program		Updated Implementation Plan, "March to Yellow", and Budget
08/04/10	×		10			Measure J Bond Construction Program Budget		
08/04/10		×	6C(1)		X	Accept Measure J Bond Program Budget Update		

Sutter County Facility - Board of Trustees Consent and Action Items, and Informational Presentations

OTHER ACTIONS

	BW	Mtg Type		Category	Aad			
BOT Mtg Date	Work Sess	Reg Mtg	ltem #	Consent	Action	Subject	Dollar Value of Item	Notes
06/14/06		×	7D (18)	×		Approve Facilities Master Plan (FMP)		
06/14/06		×	8A		×	Adopt resolution to place bond measure on ballot		No copy of BOT agenda or minutes immediately available to pull specific item information. Date and nature of item from Press Release issued 06/15/06 and published on the Measure J web pages - unanimous approval of resolution
11/07/06								Measure J successful in general election (Press release issued 12/05/06)
03/05/07								YCCD advertises Land Acquisition Request for land for new Sutter County Facility
06/05/07								YCCD advertises Sutter County Town Hall meeting re: public input on new Sutter Co. facility
08/22/07		×	10(C)B		×	Award EDAW contract for constraints and opportunities analysis of Sutter County sites	\$ 56,188	
08/22/07								Sustainability workshop held at Board meeting
08/23/07								Press release re: 3 potential sites identified for new Sutter Co. facility (& sustainability wrkshp)
09/12/07		×	10.B(5)		×	Approve Board Policy (BP) 6610 - District Sustainability Policy		
02/06/08		×	7(B)3		×	Accept EDAW report and authorize District to enter into negotiations for purchase of real property	\$	
05/14/08		×	10(B)1		×	Approve PSA with EDAW for preparation of IS/MND for Sutter County site	\$ 160,113	
09/11/08								Press release re: Sutter Co. land acquisition

Sutter County Facility - Board of Trustees Consent and Action Items, and Informational Presentations
OTHER ACTIONS

	Mtg Type	Гуре		Category	gory			
BOT Ntg Date	Work Sess Reg Mig	Reg Mtg	Rem #	Consent	Action	Subject	Dollar Value of Item	Notes
11/19/08		×	7R		X	Approve proposal for consulting services for obtaining center status Sutter County facility	\$ 255,000	255,000 gkkworks
03/25/09								Measure J website posting of Notice of Intent to adopt IS-MND for Sutter Co. site
03/25/09								Measure J website posting of Public Review Draft of Sutter Co. site IS-MND
05/19/09								Measure J website posting of Notice of Intent and re-circulated IS-MND for Sutter Co. site
05/19/09								Measure J website posting of re-circulated Public Review Draft of Sutter Co. site IS-MND
06/17/09		×	78(1)		×	Accept re-circulated IS/MIND for Sutter County Site		
01/20/10		×	6A(2)	×		Authorize award of PSA to AEC for building commissioning services	\$ 77,500	
10.13.10	×		WS, 1A					TBP update on J-01 Project
0 0 4		<	78(4)	<		Approve Amendment No. 1 and delegate authority to the Vice Chancellor Administrative Services to execute the Amendment to the Facility Lease for the Sutter County Educational Facility Project, Increment No. 1 between Yuba Community College District and DPR		
3.2.11		×	7B(1)	×		Construction, Inc.		

Sutter County Facility - Board of Trustees Consent and Action Items, and Informational Presentations
OTHER ACTIONS

	SW.	Mig Type		Category	gory			
BOT Mrg Date	Work Sess	Reg Mtg	ltem #	Consent	Action	Subject	Dollar Value of Item	Notes
						Authorize Modification No. 1 to the LLB Pre-		
						Construction Services Agreement with DPR		
						Construction Services Agreement with DPR		
						Construction in the amount of \$24,070 for the J-		
						01 Sutter County Educational Facility, Yuba		
5.11.11		×	8B(1)	×		College.	\$ 24,070	
						Authorized the Clear Lake Campus Project (J-32)		
						and the Sutter County Campus (Educational		
						Center building) (J-01) as key priorities for Series		
						C funding, and direct staff to proceed with Series		
						C bond issuance to support these two projects.		
6.8.11		×	8C(1)		×			
						Adopt Resolution for the Sutter County		
						Related Site Work		
7.13.11		×	7C(1)		×			
						Authorized the administration to proceed with		
						necessary procurement actions for Furnishings,		
						Fixtures, and Equipment (FF&E) as detailed for		
						the Measure J Bond Program J-01 Sutter County		
8.3.11		×	8B(1)	×		Section 1997 Control Control		
						Approved and authorized Administration to		
						execute Amendment No. 2 to the Facilities Lease		
						for the Sutter County Educational Facility project,		
						Increment No. 1 between Yuba Community		
						College District and DPR Construction, Inc.		
9.7.11		×	11-0909	×				

Sutter County Facility - Board of Trustees Consent and Action Items, and Informational Presentations
OTHER ACTIONS

		_	
	11.9.11	BOT Mtg Date	
		Work Sess Reg Mig	Mig Type
	×	Reg Mig	Гуре
	11-1107	Itom #	
	×	Consent Action	Category
		Action	gory
	Accepted Increment No. 1 of the Sutter County Educational Facility Project of Yuba College as complete, as certified by the Architect of Record, and directed staff to record the Notice of Completion.	Subject	
		Dollar Value of Item	
		Notes	

Sutter County Facility - Board of Trustees Consent and Action Items, and Informational Presentations
PROPERTY ACQUISITION

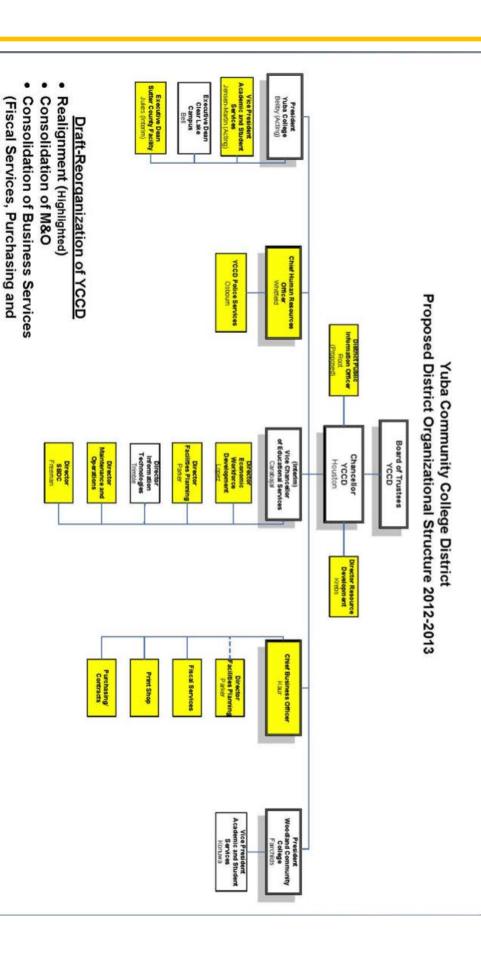
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09/08/10	08/04/10	08/04/10	11/18/09	09/10/08	09/10/08	08/06/08	07/16/08	06/11/08	05/14/08	02/06/08	02/06/08	12/12/07	BOT Mig Date	
													Work Sess	
	×	×			×	×	×	×	×		×	×	Closed Sess	Mig Type
×			×	×						×			RegMtg	
6C1	36	36	6B(1)	8C	2A	2C	2E	2A	2F		2A	28	ltem #	
										×			Consent	Category
×			×	×									Action	gary
Approval of Agreement for Purchase and Sale of Real Property and Joint Escrow Instruction	Negotiation of terms for purchase of property located on the East Side of Onstott Frontage Road north of Pease Road in Sutter County	Negotiation of terms for purchase of property located on the East Side of Onstott Frontage Road north of Pease Road in Sutter County	Sutter County Property Acquisition - Due Diligence Report and Approval of First Amendment to Agreement for Purchase and Sale	Approve Agreement for Purchase and Sale of Real Property and Joint Escrow Instructions for identified property	Conference with Real Property Negotiator re: Sutter County Outreach Facility Site	Conference with Real Property Negotiator re: Sutter County Outreach Facility Site	Conference with Real Property Negotiator re: Sutter County Outreach Facility Site	Conference with Real Property Negotiator re: Sutter County Outreach Facility Site	Conference with Real Property Negotiator re: Sutter County Outreach Facility Site	Accept EDAW report and authorize District to enter into negotiations for purchase of real property	Conference with Real Property Negotiator re: Prospective Site for Sutter County Outreach Facility	Conference with Real Property Negotiator re: Prospective Site for Sutter County Outreach Facility	Subject	
\$ 3,600,000													Dalar Value of Item	
3,600,000 Escrow dosed 09/17/10				Land acquisition for location of Sutter county Educational Facility and District Office Complex	Negotiating parameters and purchase price	AcceptEDAW report and authorize administration to enter into negotiations with the property owner for Alternative Site Number Two	Land acquisition, cost, and negotiating parameters for purchase	Land acquisition, cost, and negotiating parameters for purchase	Notes					

Page 7 of 7 pages on of 9/11/2012

Attachment U

Yuba Community College District Organizational Structure 2012-2013



PIO/Communications Centralized Reorganization of SBDC/Economic

Print Shop)

Development

8/21/12

Attachment V

Sutter County Center Survey: Area High School Personnel

Yuba College Sutter County Center Survey Area High School and School District Personnel

1.	Which programs and/or courses v	vould b	e of the most in	tere	st and/or in	nportar	nce to your students?
2.	Would your students be more inte	rested	in a compressed	d 9-1	week course	or a fu	ll-length course?
	O 9-Week course	0	Full-length cou	ırse		0	It Doesn't Matter
3.	Please fill in the <u>circles</u> adjacent to Center. Fill in the squares adjacen						
	☐ ○ Before Noon		1 p.m. to 2 p.m	١.			3 p.m. to 4 p.m.
	□ ○ Noon to 1 p.m.		2 p.m. to 3 p.m	1.			4 p.m. onward
4.	Do most of your students have con	nputers	s and Internet co	onn	ection at hor	ne?	
	O Yes			0	No		
5.	Are most of your students who are online classes?	intere	sted in taking co	olle	ge coursewo	rk also	interested in taking
	O Yes			0	No		
6.	Which of the following courses wi	ll help y	our students to	suc	cceed in colle	ege? (M	ark all that apply)
	O Counseling 10 (College Success	s)		0	Library Sci	ence 1	(Basic Research Skills)
	O Counseling 25 (College Study S	Skills)		0	Other:		
	O Education 40 (Intro. to Online	Learni	ng)				
7.	Which services at this center would	d be of	the most value	to y	our students	s? (Cho	ose the top 3)
	O Assessment (testing into Engli	sh & m	ath	0	Disabled St	udent	Services
	courses)			0	Financial A	id	
	O Bookstore			0	Library / 0	pen Co	mputer Lab
	O Campus Police			0	Registratio	n Servi	ces
	O Counseling			0	Tutoring		
	O Dining/Food Service						
8.	If there is a service not listed in the please list it here with an explanat		ion above which	n yo	u believe wo	uld be	nefit your students,

Yuba College Sutter County Center Survey Area High School and School District Personnel

9.	If there were bus service to the Sutte	er County Center, would your students use it?
	O Yes	O No
10	10. How would YOU prefer to get inform	ation about class offerings at the Sutter County Center?
	 Printed schedule of classes 	
	Online version of the schedule of	classes
	O Some other way. Explain	
11	11. How would your STUDENTS prefer t	o get information about class offerings at the Sutter County Center
	 Printed schedule of classes 	
	Online version of the schedule of	classes
	O Some other way. Explain	
12	12. How can the Yuba College Sutter Cou your students?	inty Center best supplement your school's programs and serve

Attachment W

Sutter County Center Survey: High School Students

Yuba College Sutter County Center Survey High School Students

1.	Where do you plan to attend colle	ege after high school?	
	O Yuba College		A private university
	O Another community college		O I have not yet made up my mind
	O A CSU or UC university		O I do not plan to attend college
	O An out-of-state university		
2.	Are you interested in taking Yuba	College classes while st	ill attending high school?
	O Yes	O No	O I haven't made up my mind
3.	Would you be more likely to take main campus (located in Linda)?	classes at the Sutter Cou	inty Center (located in Yuba City) than at the
	O Yes		O No
4.	Would you be likely to take an ev	ening (4 p.m. or later) cl	ass at the Sutter County Center?
	O Yes		O No
5.	Are you more interested in comp	ressed 9-week courses o	r full-length courses?
	O 9-Week courses	O Full-length cou	rses O It Doesn't Matter
6.	Which classes or academic progra	ams interest you?	
7.	Do you have a computer and Inte	rnet connection at home	?
	O Yes		O No
8.	Are you interested in taking onlin	e classes?	
	O Yes		O No
9.	Which of the following courses do	you think would help y	ou succeed in college? (Mark all that apply)
	O Counseling 10 (College Succes	ss)	O Library Science 1 (Basic Research Skills)
	O Counseling 25 (College Study	Skills)	O Other:
	O Education 40 (Intro. to Online	Learning)	
10.	If there were bus service to the Su	atter County Center, wou	ıld you use it?
	O Yes		O No

Yuba College Sutter County Center Survey High School Students

11.	How would you prefer to get information about college class offerings?
	O Printed schedule of classes
	O Online version of the schedule of classes
	O Some other way. Explain
12.	General comments, suggestions or concerns:

Attachment X

Sutter County Center Survey: Current Students

Yuba College Sutter County Center Survey Current Students

1.	Do you plan to transfer to a 4-year un	niversity?			
	O Yes		0	No	
2.	Where else do you take college cours	es? (Mark All that ap	ply	·)	
	O Yuba College, Marysville		0	Butte College	
	O Yuba College, Beale AFB		0	Sierra College	
	O Yuba College, Clear Lake		0	Another colleg	ge or university
	O Woodland Community College		0	I do not take c	ourses at any other college
	O Woodland Community College, Co	olusa		campus	
3.	Are you likely to take an evening (4 p	.m. or later) class at	the	Sutter County	Center?
	O Yes		0	No	
4.	Are you more interested in compress	ed 9-week courses o	r fu	ıll-length cours	es?
	O 9-Week courses	O Full-length cou			O It Doesn't Matter
5.	Which courses currently not taught a educational goals? (Please be specific		nee	d to be success	tui in achieving your
6.	Which certificate or degree programs in achieving your educational goals?	,	able	e at this center o	do you need to be successful
7.	Which services at this center are the	most important to yo	ou?	(Choose the to	p 3)
	O Assessment (testing into English	& math	0	Disabled Stud	ent Services
	courses)		0	Financial Aid	
	O Bookstore		0	Library / Open	n Computer Lab
	O Campus Police		0	Registration S	ervices
	O Counseling		0	Tutoring	
	O Dining/Food Service				
8.	How would you prefer to get informa	tion about class offe	rin	gs at the Sutter	County Center?
	O Printed schedule of classes		0	Some other wa	ay.
	Online version of the schedule of	classes		Explain	

Yuba College Sutter County Center Survey Current Students

9.	How would you prefer to get information about camp	ous s	services or events?
	O Printed flyers and/or mailers	0	Twitter
	O Yuba College or Center website	0	Some other way.
	O Yuba College Facebook page		Explain:
10.	How often do you access MyCampus Portal?		
	O I don't know what it is	0	About once per month
	O Never	0	About once per week
	O About once per semester	0	More than once per week
11.	How often do you access WebAdvisor?		
	O I don't know what it is	0	About once per month
	O Never	0	About once per week
	O About once per semester	0	More than once per week
12.	If there were bus service to the Sutter County Center,	wo	uld you use it?
	O Yes		O No
13.	General comments, suggestions or concerns:		