



# Butte College Professional Development 2011 - 2012 Partnership Program Information

## An opportunity to share ideas

Partnerships offer faculty, classified and management staff the opportunity to share ideas on classroom teaching and the work environment, and to improve skills, enhance knowledge, explore issues, and increase collegiality.

## Participation in several partnerships, stipends, and Flex credit

- **Classified and management staff and non-teaching faculty** may participate in two partnerships per academic year for the stipend.
- **Associate faculty** may earn a minimum of three and up to ten hours of flex credit per partnership, or once each semester earn \$50 for a partnership.
- **Full-time faculty** receive a minimum of three and up to ten hours flex credit per partnership with no maximum number of partnerships for the year.

The \$50 stipends are limited to a fund cap of \$1,000 for the 2011 -12 academic year.

### Up to five can form a partnership.

A partnership group with 2-5 members can be created. Partnerships may be formed between any combination of faculty, classified and management staff members.

- All members of a Partnership group must be present for group sessions to fulfill the requirements of the program.
- A minimum of three hours of partnership sessions are required and the sessions cannot take place in one three-hour block.
- A record of these meetings must be kept by all participants.

If you are an associate faculty, non-teaching faculty, or classified and management staff and wish to receive the stipend please call or email Professional Development to obtain confirmation that the \$1,000 Partnership Program fund cap has not yet been reached. Once the cap is reached, no cash stipends will be available.

**Professional Development**  
(530) 895-2543  
[stanleyhallca@butte.edu](mailto:stanleyhallca@butte.edu)

### How to form a partnership:

**Step One**—The first step establishes the partnership and informs the Professional Development Office of its existence.

**Step Two**—“Tracking the Partnership”, keeps an ongoing record of the meeting dates, time spent, and the content and value of the discussions. Each partner must complete and sign this form.



Date \_\_\_/\_\_\_/\_\_\_

## Partnership Program **Step 1** – Forming the Partnership

**Please print clearly** Copy and return this form to Professional Development Office Now. See info above.

Your Name \_\_\_\_\_ This Partnership is for the \_\_\_\_\_ Academic Year.

Department/Workplace: \_\_\_\_\_ Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

Participant Name(s): \_\_\_\_\_

Purpose of the Partnership: \_\_\_\_\_

Flex  Stipend - \$50.00

Date received in PDO \_\_\_/\_\_\_/\_\_\_ Approved: \_\_\_\_\_

**IMPORTANT! Copy and return this front page to the Professional Development office now, at the beginning of the Partnership.**



Butte College Professional Development 2011 - 2012  
**Partnership Program Step 2 – Tracking the Partnership**

**Each partner must fill out a separate form as the partnership progresses. See info page.**

Your Name: \_\_\_\_\_ Dept/Workplace: \_\_\_\_\_ Phone: \_\_\_\_\_

ID: \_\_\_\_\_  Full-time Faculty  Associate Faculty  Classified Staff  Management

Partnership was for:  Fall  Spring  All year of 20\_\_ - 20\_\_ academic year.

Partner Names: \_\_\_\_\_

Please maintain a record of contacts made during the partnership.

**\*\*Minimum of three sessions required. \*\*Minimum of three hours total required.**

Date	Nature and content of visit (attach pages if needed)	Time Spent

Overall evaluation of the experience: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Recommendations for future action: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Your Signature Date \_\_\_/\_\_\_/\_\_\_\_\_  
 Check One:  
 For Flex Hours  For \$50\*  N/A

**Deliver completed forms to the Professional Development Office. Payments\* to associate/non-teaching faculty, classified and management staff are made at the end of the semester only.**

<b>For Professional Development Office Use Only</b>	
Budget Code <u>11.000.400.1.675000.51490</u>	
Approved by Professional Development Coordinator _____	Date ___/___/_____ <input type="checkbox"/> For Flex Hours <input type="checkbox"/> For \$50* <input type="checkbox"/> N/A
Date recorded to instructor's file ___/___/_____	

**\*The \$50 stipend for Associate/Non-Teaching Faculty, Classified and Management is paid only if funds are available. Confirm stipend funding with the Professional Development Office before choosing this option.**