



# TILLAMOOK BAY COMMUNITY COLLEGE SERVICE DISTRICT

6385 Tillamook Avenue, Bay City, Oregon 97107  
(503) 377-2765 · Fax (503) 377-2219

Jerry Hallberg, *President*

September 4, 1998

Headlight Herald  
PO Box 444  
Tillamook OR 97141

### LEGAL NOTICE SECTION:

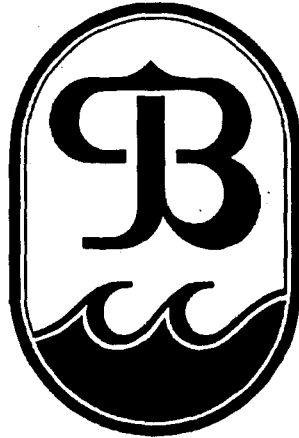
Please publish the following in the September 9, 1998 edition of the Headlight Herald:

NOTICE IS HEREBY GIVEN, that a special meeting of the Tillamook Bay Community College Board of Education will be held Monday, September 14, 1998, at 7:30 p.m. at the Small Business Development Center, 401-B Main Street in Tillamook. The following items are on the agenda: the July Budget Report; the September Personnel Report, including an update on the President's salary survey; the 1998-99 Community College Tuition Rates, the Dean of Instruction and Director of Student Services Reports; and OCCA/OCCS/OSBA Correspondence. The public is invited to attend. TBCC will provide reasonable accommodations to individuals with disabilities, call 377-2765.

Artis van Rassel  
Board of Education Secretary

H98-685  
PUBLIC NOTICE  
NOTICE IS HEREBY  
GIVEN: that a special  
meeting of the Tillamook  
Bay Community College  
Board of Education will  
be held Monday, Septem-  
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at the Small Business  
Development Center, 401-  
B Main Street in Tillam-  
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are on the agenda: the  
July Budget Report; the  
September Personnel  
Report, including an  
update on the Presi-  
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1998-99 Community Col-  
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Dean of Instruction and  
Director of Student Ser-  
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call 377-2765.  
Artis van Rassel  
Board of Education  
Secretary  
9/9/98

# TILLAMOOK BAY COMMUNITY COLLEGE



## **Special Board Meeting Packet**

**September 14, 1998**

**7:30 p.m.**

**Small Business Development Center  
Board Room  
401-B Main Street, Tillamook, Oregon**

**JERRY HALLBERG, PRESIDENT**

**Board of Education  
Wayne Jensen, Chair  
Kathrine Jensen  
Eva Noble  
Ann Swain  
Craig Wakefield  
Dale Walters  
Robert Weitman**

**TBCC BOARD OF EDUCATION SPECIAL MEETING**

**September 14, 1998**

**7:30 p.m.**

**Small Business Development Center  
401-B Main Street, Tillamook**

**AGENDA**

- I. ADOPTION OF AGENDA**
- II. APPROVAL OF MINUTES**  
August 3, 1998 Regular Meeting
- III. BUDGET REPORT**
  - A. July Report
  - B. Resolutions
  - C. Transfers
- IV. PERSONNEL REPORT**
  - A. September Report
  - B. Update on President's Salary Survey
- V. 1998-99 TUITION RATES**
- VI. DEAN OF INSTRUCTION REPORT**
- VII. DIRECTOR OF STUDENT SERVICES REPORT**
- VIII. BOARD MEMBER RESIGNATION AND APPOINTMENT PROCESS**
- IX. OCCA/OCCS/OSBA CORRESPONDENCE**
  - A. OCCA Funding Priorities
  - B. OSBA Handout
  - C. OSBA Regional Meeting: September 28, 1998, 6:30 p.m., Seaside
- X. ANNOUNCEMENTS**
  - A. Next Meeting: October 5, 1998, 7:30 p.m., SBDC
  - B. Fall Term Begins: September 21, 1998
  - C. Personnel Committee Meeting: To be scheduled
  - D. OCCA Annual Convention, October 29-31, 1998, Inn at the Seventh Mountain, Bend
- XI. ADJOURNMENT**

**BOARD OF EDUCATION SPECIAL MEETING**

**September 14, 1998**

**7:30 p.m.**

**Small Business Development Center  
401-B Main Street, Tillamook, Oregon**

**A G E N D A**

**I. ADOPTION OF AGENDA**

Action needed:        Motion to adopt the agenda.

**II. APPROVAL OF MINUTES**

The August 3, 1998 Regular Meeting minutes are enclosed for review and approval.

Action needed:        Motion to approve the August 3, 1998 Regular Meeting minutes.

**III. BUDGET REPORT**

**A. July Report**

Mark Sybouts will present the July Budget Report to the Board.

Action needed:        Informational

**B. Resolutions**

Mark Sybouts will review the enclosed resolutions with the Board.

Action needed:        Motion to adopt Resolutions.

**C. Transfers**

Mark Sybouts will review the enclosed transfers with the Board.

Action needed:        Motion to approve transfers.

**IV. PERSONNEL REPORT**

**A. September Report**

Artis van Rassel will review the September personnel report. (enclosed)

Action needed:        Informational

**B. Update on President's Salary Survey**

As requested by the Board at their June 22, 1998 meeting, Artis van Rassel will update the Board on the President's Salary Survey.

Action needed: Informational

**V. 1998-99 TUITION RATES**

President Hallberg will review the 1998-99 Community College Tuition Rates. (enclosure)

Action needed: Informational

**VI. DEAN OF INSTRUCTION REPORT**

Helen Bonsall, Dean of Instruction, will report to the Board on instructional items of interest. (enclosure)

Action needed: Informational

**VII. DIRECTOR OF STUDENT SERVICES REPORT**

Terrie Minner, Acting Director of Student Services, will report to the Board on items of interest from Student Services.

Action needed: Informational

**VIII. BOARD MEMBER RESIGNATION AND APPOINTMENT PROCESS**

As a result of Dale Walter's resignation, President Hallberg will discuss the board member appointment process and review the Board Member Application Form. (enclosures)

Action needed: Informational

**IX. OCCA/OCCS/OSBA CORRESPONDENCE**

President Hallberg will review the following communications.

- A. OCCA Funding Priorities
- B. OSBA Handout (enclosed)
- C. OSBA Regional Meeting: September 28, 1998, 6:30 p.m., Seaside (enclosure)

Action needed: Informational

**X. ANNOUNCEMENTS**

- A. Next Meeting: October 5, 1998, 7:30 p.m., SBDC
- B. Fall Term begins: September 21, 1998
- C. Personnel Committee Meeting: To be scheduled
- D. OCCA Annual Convention, October 29-31, Inn at the Seventh Mountain, Bend (enclosure)

**TILLAMOOK BAY COMMUNITY COLLEGE BOARD OF EDUCATION  
MINUTES - SPECIAL MEETING  
September 14, 1998  
401-B Main Street, Tillamook, Oregon**

- MEMBERS PRESENT** Wayne Jensen, Kathy Jensen, Ann Swain, Craig Wakefield and Robert Weitman
- MEMBERS ABSENT** Eva Noble
- STAFF PRESENT** Jerry Hallberg, Mark Sybouts, Artis van Rassel, Helen Armstrong, Terrie Minner and Betty Lester
- CALL TO ORDER** Chairperson Jensen called the meeting to order at 7:30 pm.
- ADOPTION OF AGENDA** It was moved by Craig Wakefield, seconded by Kathy Jensen, and the Board unanimously (5/0) adopted the September 14, 1998 Agenda.
- APPROVAL OF MINUTES** It was moved by Kathy Jensen, seconded by Robert Weitman, and the Board unanimously (5/0) approved the August 3, 1998 Regular Meeting Minutes as presented.
- JULY BUDGET REPORT** Mr. Sybouts presented a brief summary of the July Budget Report. He noted that the 1997-98 year end carryover is approximately \$620,000 which is more than the required beginning working capital for the current year.
- In response to a question from the Board, Mr. Sybouts reported the intent is to exercise the College's option to complete the purchase of the First Street property in November 1998. Mr. Hallberg noted that Mr. Jensen had suggested that possibly the College should have an open house at that time.
- Mr. Sybouts said that there would be a combined June/July Budget Report at the October Board Meeting.
- RESOLUTIONS** Mr. Sybouts reviewed Resolution 5 SPECIAL FUND - Welfare Reform - Jobs Program and Resolution 6 SPECIAL FUND - Adult Basic Education - Basic Grant and responded to questions from the Board.
- MOTION** It was moved by Robert Weitman, seconded by Ann Swain, and the Board unanimously (5/0) adopted Resolution 5 SPECIAL

FUND - Welfare Reform - Jobs Program and Resolution 6  
SPECIAL FUND - Adult Basic Education - Basic Grant as  
presented.

**TRANSFERS**

Mr. Sybouts reviewed the Budget Transfers and responded to questions from the Board.

**MOTION**

It was moved by Craig Wakefield, seconded by Ann Swain, and the Board unanimously (5/0) approved the Budget Transfers as presented.

**PERSONNEL REPORT**

Artis van Rassel presented the June Personnel Report.

**Positions Filled:**

Steve Killam, Microelectronics  
Wayne Lofton, Alcohol Server Education Instructor  
Patty Schild, Coordinator, South Fork Forest Camp Education Programs

**Current Searches:**

Director, College Development - deadline extended due to limited pool of applicants

Director, Student Services - deadline extended to accommodate faculty and student participation on hiring committee and limited Pool of applicants

On-Call Computer Lab Assistant

**Searches Canceled:**

Enrollment Services Assistant (evenings)  
General Physics Instructor

**Temporary Assignment:**

Sarah Luis, Enrollment Services Assistant (evenings) - position status changed to temporary and will be filled by current employee

**UPDATE ON  
PRESIDENT'S  
SALARY SURVEY**

Ms. van Rassel noted that the information requested by the Board was not yet available and that she would present an update on the President's Salary Survey at the October Board Meeting.

**1998-99 TUITION  
RATES**

Mr. Hallberg reviewed the 1998-99 Community College Tuition Rates and responded to questions from the Board.

**DEAN OF  
INSTRUCTION  
REPORT**

Helen Armstrong, Dean of Instruction, reported on the following items:

- \* An Inservice for faculty was presented on ways to assist disabled students. Martha Smith from WOU presented the workshop. A similar inservice for staff will be held at a later date.
- \* Enrollment is slow so far. There are a significant number of students enrolled in dual credit classes.
- \* Plans are underway for the second annual Assessment Retreat, which will focus on program and department assessment. The retreat is currently scheduled for November 3-4.
- \* ORBIS - connects community college libraries to universities libraries.
- \* North, Central and South County Community Education Programs, New Visions, and Corrections - numbers are increasing
- \* Guy Sievert, Dean of Academic Services at PCC visited TBCC. Mr. Sievert serves as PCC's liaison with TBCC.
- \* Distance Education - more dollars received from the E-Board for the statewide community college consortium.

**DIRECTOR OF  
STUDENT SERVICES**

Terrie Minner, Acting Director, Student Services, reported on the following items:

- \* Enrollment has been slow but is picking up. Currently have had 326 students in for advising.
- \* Will be doing placement testing for high school students to be sure they comply with requirements for college level classes.
- \* Gathering information on community scholarships available to students
- \* Distributed current TBCC catalogs

**BOARD MEMBER  
RESIGNATION AND  
APPOINTMENT  
PROCESS**

President Hallberg noted that enclosed in the packet is a copy of Dale Walters' resignation, dated September 8, 1998. Mr. Hallberg reviewed the process for Board Member appointment. Ms. Jensen noted that she will be resigning from her position on the Board representing Zone Four (Bay City, Garibaldi, Kilchis, Maple Leaf, and Foley) due to an anticipated move out of the zone. She wishes to be considered for the at-large position vacated by Mr. Walters. The Board will discuss the appointment process at the October Board Meeting.



**OCCA/OCCS/OSBA  
CORRESPONDENCE**

Mr. Hallberg reviewed the OCCA Funding Priorities. After this review, the Board agreed to rank the priorities as noted by Mr. Hallberg and the President's Cabinet.

1. State Funding Equalization (\$10.2M)
2. Distance Learning/Technology (\$13M)
2. Capital Projects (\$381M)
3. Adult Literacy/Basic Skills (\$14.5M)
4. Regional P/T Partnerships (\$21M)  
(High School Partnerships)
5. Targeted Training (\$6M)
6. Annexations (\$4M)

Mr. Hallberg noted that enclosed in the packet is a flyer distributed by OSBA related to what an elected or appointed official can and cannot do to support or oppose a ballot measure.

Mr. Hallberg reminded the Board of the OSBA Regional Meeting which will be held in Seaside on September 28. Mr. Hallberg asked that if anyone is planning to attend to please call Betty by September 21.

**ANNOUNCEMENTS**

President Hallberg made the following announcements:

- \* Next Board Meeting: October 5, 1998, 7:30 pm, SBDC
- \* Fall Term begins September 21, 1998
- \* Personnel Committee: Will be scheduled in October
- \* OCCA Annual Convention: October 29-31, 1998, Inn at the Seventh Mountain, Bend. If anyone is planning to attend, please call Betty by October 6th.

**ADJOURNMENT**

There being no further business, it was moved by Ann Swain, seconded by Craig Wakefield, and the Board unanimously (5/0) agreed to adjourn the meeting at 8:45 pm.

Respectfully submitted,



Jerry Hallberg  
Clerk

RESOLUTION 5

Tillamook Bay Community College Service District  
Board of Education  
September 14, 1998

SPECIAL FUND - WELFARE REFORM - JOBS PROGRAM

The President RECOMMENDS adoption of the following resolution:

WHEREAS, the 1998-99 budget of Tillamook Bay Community College Service District (TBCC) did not predict a reduction of Welfare Reform - Jobs Program funds; and

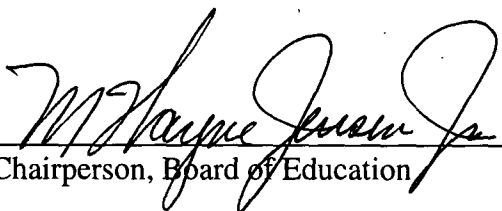
WHEREAS, Oregon Local Budget Law, under ORS 294.435(6), provides that a municipal corporation may adjust resources and reduce appropriations to reflect a decrease in available resources by enactment of an appropriate resolution; and

WHEREAS, the reduction of Welfare Reform - Jobs Program funds caused a modification of the anticipated grant program expenditures as approved in the grant; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of TBCC hereby adopts this resolution reducing Instruction appropriations by \$17,000.00 as shown below:

SPECIAL FUND	
Instruction	\$(17,000.00)
Total	\$(17,000.00)

RESOLVED this 14<sup>th</sup> day of September, 1998, by the Board of Education, Tillamook Bay Community College Service District.

  
Chairperson, Board of Education

Attest:

  
President, Clerk of Board

**SPECIAL FUND - WELFARE REFORM - JOBS PROGRAM**

DESCRIPTION	ADOPTED 1998-99	REVISED 1998-99
Resources		
Federal Sources	\$ 30,000.00	\$ 13,000.00
Beginning Fund Balance	\$ 8,190.00	\$ 8,190.00
Total Resources	\$ 38,190.00	\$ 21,190.00
Expenditures		
Instruction		
Personal Services		
Instructional Personnel	\$ 20,614.00	\$ 8,257.00
Other Payroll Expenses	\$ 7,215.00	\$ 3,588.00
Materials & Services		
Supplies	\$ 1,721.00	\$ 855.00
Travel and Meeting Expense	\$ 150.00	\$ 150.00
Staff Development	\$ 300.00	\$ 150.00
Other Financing Uses:		
Repay Short-Term Loan - General Fund	\$ 8,190.00	\$ 8,190.00
<b>TOTAL</b>	\$ 38,190.00	\$ 21,190.00

RESOLUTION 6

Tillamook Bay Community College Service District  
Board of Education  
September 14, 1998

SPECIAL FUND - ADULT BASIC EDUCATION - BASIC GRANT

The President RECOMMENDS adoption of the following resolution:

WHEREAS, the 1998-99 budget of Tillamook Bay Community College Service District (TBCC) did not predict a reduction of Adult Basic Education - Basic Grant funds; and

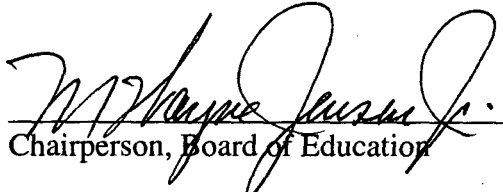
WHEREAS, Oregon Local Budget Law, under ORS 294.435(6), provides that a municipal corporation may adjust resources and reduce appropriations to reflect a decrease in available resources by enactment of an appropriate resolution; and

WHEREAS, the reduction of Adult Basic Education - Basic Grant funds caused a modification of the anticipated grant program expenditures as approved in the grant; and


NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of TBCC hereby adopts this resolution reducing Instruction and Instructional Support appropriations by a total of \$305.00 as shown below:

SPECIAL FUND	
Instruction	\$(290.00)
Instructional Support	(15.00)
Total	\$(305.00)

RESOLVED this 14<sup>th</sup> day of September, 1998, by the Board of Education, Tillamook Bay Community College Service District.

  
\_\_\_\_\_  
Chairperson, Board of Education

Attest:

  
\_\_\_\_\_  
President, Clerk of Board

**SPECIAL FUND - ADULT BASIC EDUCATION - BASIC GRANT**

DESCRIPTION	ADOPTED 1998-99	REVISED 1998-99
Resources		
Federal Sources	\$ 10,305.00	\$ 10,000.00
Beginning Fund Balance	\$ 2,580.00	\$ 2,580.00
Total Resources	\$ 12,885.00	\$ 12,580.00
Expenditures		
Instruction		
Personal Services		
Instructional Personnel	\$ 6,132.00	\$ 5,925.00
Other Payroll Expenses	\$ 2,453.00	\$ 2,370.00
Materials & Services		
Supplies	\$ 1,170.00	\$ 1,170.00
Instructional Support		
Personal Services		
Administrative/Director	\$ 383.00	\$ 368.00
Other Payroll Expenses	\$ 132.00	\$ 132.00
Materials & Services		
Association Membership	\$ 35.00	\$ 35.00
Other Financing Uses:		
Repay Short-Term Loan - General Fund	\$ 2,580.00	\$ 2,580.00
<b>TOTAL</b>	\$ 12,885.00	\$ 12,580.00

**1998-99**  
**BUDGET TRANSFERS**  
 September 14, 1998

SPECIAL FUND

	FROM	TO	AMOUNT	REASON
1	Teen Parent CONTINGENCY - Board Operating Contingency	Teen Parent PLANT OPERATION AND MAINT. - Building Improvements	\$ 1,000.00	Laying carpet at new location
2	Teen Parent CONTINGENCY - Board Operating Contingency	Teen Parent INSTRUCTION - Non-capital Equipment and Furniture	\$ 1,000.00	To purchase tables, white boards and other instructional finishings
3	Teen Parent CONTINGENCY - Board Operating Contingency	Teen Parent PLANT OPERATION AND MAINT. - Utilities	\$ 2,000.00	To allow for our share of utilities at new location
4	Adult Education Accountability Grant INSTRUCTIONAL SUPPORT - Instructional Personnel	Adult Education Accountability Grant INSTRUCTIONAL SUPPORT - Hourly	\$ 3,000.00	Reclassify costs for paying instructors for training hours

## PERSONNEL REPORT

September 14, 1998

### Positions Filled:

#### **Patty Schild, Coordinator, South Fork Forest Camp Education Programs**

Effective: September 1, 1998  
Salary: \$861.02 per month (Grade 8, Step 1)  
Status: Regular, part-time, 16 hrs/week, exempt grant-funded thru 6/30/99

#### Applicant Flow:

Female: 7 White 5, Unknown 2  
Male: 1 Unknown 1  
Total: 8

#### **Wayne Lofton, Alcohol Server Education Instructor**

#### **Steve Killam, Microelectronics Instructor**

### Current Searches:

#### **Director, College Development**

Effective: As soon as a successful candidate is identified  
Salary: \$37,818 annual 12-month contract, Grade 12, Step 1  
Status: Regular, full-time, exempt  
Application Deadline extended to November 16, 1998  
Extended due to insufficient applicant pool (10)

#### **Director, Student Services**

Effective: As soon as a successful candidate is identified  
Salary: \$41,600 annual 12-month contract, Grade 13, Step 1  
Status: Regular, full-time, exempt  
Application Deadline extended to October 19, 1998  
Extended in order to facilitate faculty and student representation on the Hiring Committee and to increase applicant pool (14 applications received by initial deadline)

#### **On-Call Computer Lab Assistant**

Effective: As-needed basis only  
Salary: \$8.48 per hour, Grade 4, Step 1  
Status: On-call  
Application Deadline: Until a successful candidate is identified

### Searches Canceled:

#### **Enrollment Services Assistant (evenings)**

Effective: As soon as a successful candidate is identified  
Salary: \$7.71 per hour, Grade 3, Step 1  
Status: Regular, part-time, 17 hrs/week  
Application Deadline: August 17, 1998

#### **General Physics Instructor**

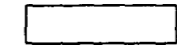
(THS decided to use their own teacher)

### Temporary Assignment:

**Sarah Luis, Enrollment Services Assistant (evenings)**

Oregon Community Colleges: 1998-99 Tuition and Fees

Draft! (6/15/98)



Oregon Community Colleges:

	Tuition								Fees*			Do you charge for every credit hour taken? If not, what is your "window"?		1998-99 Tuition & Required Fees			
	In-District		Out-of-District		Out-of-State		Foreign		Quarterly		One-Time			In-District	Out-of-District	Out-of-State	Foreign
	Charge Per Credit Hour	Charge per 15 cr. hours	Charge Per Credit Hour	Charge per 15 cr. hours	Charge Per Credit Hour	Charge per 15 cr. hours	Charge Per Credit Hour	Charge per 15 cr. hours	Technology	Other (e.g., application, etc.)							
Blue Mountain	\$36.00	\$540.00	\$36.00	\$540.00	\$108.00	\$1,620.00	\$108.00	\$1,620.00	\$0.00	\$8.00	\$0.00	No charge for credits above 15 hours.	Blue Mountain	\$1,644	\$1,644	\$4,884	\$4,884
Central	\$37.00	\$555.00	\$48.00	\$720.00	\$136.00	\$2,040.00	\$136.00	\$2,040.00	\$15.00	\$0.00	\$0.00	No window; charge for every credit	Central	\$1,710	\$2,205	\$6,165	\$6,165
Chemeketa	\$36.00	\$540.00	\$36.00	\$540.00	\$125.00	\$1,875.00	\$145.00	\$2,175.00	\$0.00	\$0.00	\$0.00	No window; charge for every credit	Chemeketa	\$1,620	\$1,620	\$5,625	\$6,525
Clackamas	\$35.00	\$490.00	\$35.00	\$490.00	\$123.00	\$1,722.00	\$123.00	\$1,722.00	\$0.00	\$28.00	\$0.00	Window is 14-18 credit hours	Clackamas	\$1,554	\$1,554	\$5,250	\$5,250
Clatsop	\$37.00	\$555.00	\$37.00	\$555.00	\$100.00	\$1,500.00	\$100.00	\$1,500.00	\$30.00	\$0.00	\$0.00	Tuition - cap at 15 hours; technology fee of \$2 per credit hour - all hours	Clatsop	\$1,755	\$1,755	\$4,590	\$4,590
Columbia Gorge	\$37.00	\$555.00	\$43.00	\$645.00	\$56.00	\$840.00	\$145.00	\$2,175.00	\$0.00	\$30.00	\$0.00	No window; charge for every credit	Columbia Gorge	\$1,755	\$2,025	\$2,610	\$6,615
Klamath	\$36.00	\$540.00	\$36.00	\$540.00	\$112.00	\$1,680.00	\$140.00	\$2,100.00	\$15.00	\$0.00	\$0.00	No window; charge for every credit	Klamath	\$1,620	\$1,620	\$5,040	\$6,345
Lane	\$36.00	\$540.00	\$36.00	\$540.00	\$123.00	\$1,845.00	\$123.00	\$1,845.00	\$0.00	\$24.38	\$0.00	No window; charge for every credit	Lane	\$1,693	\$1,693	\$5,608	\$5,608
Linn-Benton	\$34.30	\$514.50	\$34.30	\$514.50	\$121.30	\$1,819.50	\$136.30	\$2,044.50	\$15.00	\$25.50	\$20.00	No charge for credits taken over 15 credit hours	Linn-Benton	\$1,665	\$1,665	\$5,580	\$6,255
Mt. Hood *, **	\$36.00	\$540.00	\$36.00	\$540.00	\$125.00	\$1,875.00	\$143.00	\$2,145.00	\$15.00	\$22.50	see ** below	Window is 15-18 credit hours	Mt. Hood	\$1,733	\$1,733	\$5,738	\$6,548
Oregon Coast	\$36.00	\$540.00	\$36.00	\$540.00	\$115.00	\$1,725.00	\$115.00	\$1,725.00	\$9.00	\$20.00	none	No window; charge for every credit	Oregon Coast	\$1,680	\$1,680	\$5,235	\$5,262
Portland	\$37.00	\$555.00	\$37.00	\$555.00	\$135.00	\$2,025.00	\$135.00	\$2,025.00	\$15.00	\$7.00	none	No window; charge for every credit. ID, CA, NV, and WA not out of state	Portland	\$1,731	\$1,731	\$6,141	\$6,141
Rogue	\$38.00	\$570.00	\$38.00	\$570.00	\$48.00	\$720.00	\$143.00	\$2,145.00	\$0.00	\$30.00	none	No window; charge for every credit	Rogue	\$1,800	\$1,800	\$2,250	\$6,525
Southwestern	\$38.00	\$570.00	\$38.00	\$570.00	\$38.00	\$570.00	\$135.00	\$2,025.00	varies	varies	\$28.00	Window is 16-18 credit hours	Southwestern*	\$1,710	\$1,710	\$1,710	\$6,075
Tillamook Bay	\$34.00	\$510.00	\$34.00	\$510.00	\$75.00	\$1,125.00	\$75.00	\$1,125.00	\$0.00	\$0.00	\$0.00	No window; charge for every credit	Tillamook Bay	\$1,530	\$1,530	\$3,375	\$3,375
Treasure Valley	\$37.00	\$555.00	\$37.00	\$555.00	\$53.00	\$795.00	\$98.00	\$1,470.00	\$15.00	\$20.00	\$20.00	Window is 15 to 20 credits; charge for every hour above 20	Treasure Valley	\$1,770	\$1,770	\$2,490	\$4,515
Umpqua	\$37.00	\$555.00	\$37.00	\$555.00	\$105.00	\$1,575.00	NA	\$1,470.00	\$0.00	\$0.00	\$0.00	No window; charge for every credit	Umpqua	\$1,665	\$1,665	\$4,725	\$4,410
<b>Average</b>	<b>\$36.31</b>	<b>\$542.62</b>	<b>\$37.31</b>	<b>\$557.62</b>	<b>\$99.90</b>	<b>\$1,491.26</b>	<b>\$125.02</b>	<b>\$1,844.21</b>	<b>\$8.06</b>	<b>\$13.46</b>	<b>\$5.23</b>		<b>Average</b>	<b>\$1,683</b>	<b>\$1,731</b>	<b>\$4,707</b>	<b>\$5,563</b>

\*Mt. Hood: \$1.50 per credit up to 15 credits student fee.

\*\*Mt. Hood: Washington residents pay, in addition to tuition, \$10/credit hour, no maximum.

\*Figures for Southwestern do not include fees; SWOCC is not included in the average



## University tuition

Tuition is expected to rise slightly next fall for nearly all students who attend the Oregon University System. The Legislature financed a partial freeze on tuition, but other fees will be increasing. The following lists the prices for full-time students; the amount doesn't include room, board, books or supplies.

	1997-98	1998-99	Change
<b>University of Oregon</b>			
Undergraduate resident	\$3,648	\$3,771	3.4%
Graduate resident	\$6,150	\$6,429	4.5%
Undergraduate nonresident	\$12,099	\$12,555	3.8%
<b>Oregon State University</b>			
Undergraduate resident	\$3,510	\$3,549	1.1%
Graduate resident	\$6,012	\$6,207	3.2%
Undergraduate nonresident	\$11,460	\$11,817	3.1%
<b>Portland State University</b>			
Undergraduate resident	\$3,357	\$3,438	2.4%
Graduate resident	\$5,868	\$6,101	4.0%
Undergraduate nonresident	\$10,923	\$11,313	3.6%
<b>Western Oregon University</b>			
Undergraduate resident	\$3,153	\$3,198	1.4%
Graduate resident	\$4,992	\$5,169	3.5%
Undergraduate nonresident	\$9,429	\$9,738	3.3%
<b>Southern Oregon University</b>			
Undergraduate resident	\$3,204	\$3,198	-0.2%
Graduate resident	\$5,061	\$5,187	2.5%
Undergraduate nonresident	\$9,153	\$9,402	2.7%
<b>Oregon Institute of Technology</b>			
Undergraduate resident	\$3,309	\$3,309	0
Graduate resident	\$5,094	\$5,229	2.7%
Undergraduate nonresident	\$10,539	\$10,836	2.8%
<b>Eastern Oregon University</b>			
Undergraduate resident	\$3,231	\$3,273	1.3%
Graduate resident	\$5,157	\$5,328	3.3%
Undergraduate nonresident	\$3,231	\$3,273	1.3%

Source: The Oregon University System

July 15, 1998  
The Oregonian

# Enrollment and FTE by Program

## Comparison of 1995-96, 1996-97, and 1997-98

Program	1995-96		1996-97		1997-98		97 to 98
	Enr.	FTE	Enr.	FTE	Enr.	FTE	% Chg
Lower Division Collegiate	1205	91.19	1423	113.94	1489	117.54	3.2%
Office Skills Lab	72	6.49	50	4.61	44	4.45	-3.5%
Dual Credit Classes	55	5.85	0	0.00	0	0.00	N/A
Career Exploration/Planning	16	2.67	14	1.55	15	2.63	69.6%
NewVisions	248	5.81	195	4.62	261	6.22	34.6%
Teen Parent	472	35.23	472	47.53	458	56.79	19.5%
Learning Skills/HS Recovery	183	12.25	206	16.15	128	10.46	-35.2%
South County Community Ed	153	5.43	217	6.93	333	11.89	71.5%
North County Community Ed	612	17.66	943	26.79	997	34.10	27.3%
Central County Community Ed	741	16.97	1186	24.73	1514	34.86	41.0%
Hospital Sponsored Classes	149	2.68	263	3.74	220	2.96	-20.9%
Computer Lab Classes	184	11.67	226	15.82	192	12.60	-20.3%
Computer Lec/Lab Classes	215	3.33	136	3.36	89	1.17	-65.3%
Dev. Ed (ABE/GED)	550	24.81	89	15.09	160	38.68	156.3%
English as Second Language	188	8.78	227	10.50	155	7.08	-32.5%
SBDC	196	10.46	171	19.65	135	20.84	6.1%
Corrections Classes	89	5.18	85	5.39	156	10.33	91.6%
Literacy Program	204	11.69	162	10.03	111	7.45	-25.7%
Continuing Educ (CEU)	218	2.88	249	6.10	261	5.04	-17.4%
YMCA Sponsored Classes	1172	75.88	1152	73.99	979	58.92	-20.4%

**TOTAL 6922 356.91 7466 410.55 7697 443.97 8.1%**

Lower Division Collegiate includes transfer as well as all professional/technical courses that do not fall into other categories

Dual credit include courses offered at the high schools only.

Career Exploration includes CG courses in career planning and cooperative ed in all subjects.

CEU courses are included in community education, computer lab and Small Business Development categories as well as the CEU category.

Developmental Ed excludes ABE/GED courses offered at South Fork and literacy classes.

Literacy includes both ABE and literacy tutors.

SEP 9 1998

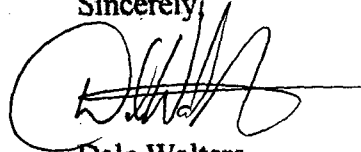
September 8, 1998

Jerry Hallberg, President  
Tillamook Bay Community College  
2510 First Street  
Tillamook, Oregon 97141

Dear Jerry and fellow TBCC Board Members,

I'm writing this letter to advise Jerry and the Board that I'm resigning from the TBCC Board. My wife and I are moving to Santa Clara, California to be near family. After 28 years in Tillamook County leaving is difficult, however, we will be back occasionally for visits. I feel privileged to have participated in TBCC's growth. With Jerry and the Board's guidance I feel TBCC has a wonderful future.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dale Walters', written over a horizontal line.

Dale Walters

**Tillamook Bay Community College  
Board of Education Applicant Information Sheet**

Name: \_\_\_\_\_  
(Last) (First) (Middle)

Business Address: \_\_\_\_\_

Business Telephone: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Number of Years in District: \_\_\_\_\_

***What experiences have prepared you to serve on the Board of Education?  
(education, occupations, prior governmental and/or community service experience)***

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***Why do you want to be a member of the Tillamook Bay Community College  
Board of Education?***

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Please return to: **TBCC, 6385 Tillamook Avenue, Bay City, Oregon 97107.**

## TBCC BOARD OF EDUCATION

Board of Education Member	Zone/Position	Date of Appointment or Last Election	Next Election or Re-election Date
Eva Noble	One/One	March, 1995	March, 1999
Craig Wakefield	Two/Two	March, 1997	March, 2001
Wayne Jensen	Three/Three	March, 1997	March, 2001
Kathrine Jensen	Four/Four	March, 1997	March, 2001
Ann Swain	Five/Five	March, 1995	March, 1999
Dale Walters	At-Large/Six	March, 1997	March, 2001
Robert Weitman	At-Large/Seven	March, 1995	March, 1999

- Zone 1: Beaver, Carnahan, Cloverdale, Hebo, Neskowin, and Union.
- Zone 2: Fairview, Netarts, Oceanside, South Prairie, and Westside.
- Zone 3: City of Tillamook (Precincts 1-6), Eastside, and Trask.
- Zone 4: Bay, Garibaldi, Kilchis, Maple Leaf, and Foley.
- Zone 5: Nehalem, Pine Grove, Rockaway Beach, and Wheeler.
- Zone 6: At Large.
- Zone 7: At Large.



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## WHAT CAN AN ELECTED OR APPOINTED OFFICIAL DO TO SUPPORT OR OPPOSE A BALLOT MEASURE\*

The following guidelines state some general legal principles found in case and statutory law. Local district, ESD and community college board members are encouraged to consult with the Oregon School Boards Association or their district's attorney when specific questions arise. Whenever the guidelines refer to "public resources" it means district funds, district employees during their working hours, district vehicles or travel allowances, or district facilities and equipment.

1. Local districts, ESDs and community colleges are subject to the general rules prohibiting the use of public resources to advocate a position on a ballot measure. For example: employees cannot be used to do research or write speeches designed to advocate a particular position on a ballot measure; it would be improper to pay travel expenses for employees to promote a campaign position.

2. Elected board members may use public resources to develop and distribute objective material on the effects of a ballot measure. Such material must be "informational," providing the public with a "fair presentation" of relevant facts and may not advocate a particular position. Careful consideration needs to be given to such factors as style, tenor and timing. Providing the information at a time that would create controversy immediately prior to the election should be avoided. For example, employees can be asked to do research and prepare information that fairly assesses the effects of the measure on the district and the community. Board members can use such information in meeting with individuals, organizations, the press, newspaper editors, legislators, civic legislators, civic and special interest groups and others, to explain objectively the measure's impact. Measure proponents or opponents can also use the information. The distinction between legitimate research/information efforts and impermissible campaign advocacy may be difficult to apply in specific instances.

3. Elected board members may fully campaign for or against a ballot measure if they do not use public resources. The courts have recognized the right, if not the duty, of elected officials to speak out on major issues, particularly on matters that affect the district they serve. In doing so, they may use the objective information prepared by the district or OSBA or other material prepared by advocates or interest groups. Thus, when a board member speaks on

a ballot measure, the content of the talk will be determined if public resources should be involved. A board member can speak without restriction as long as public resources are not involved in any way. The use of information from staff-prepared fact sheets in a speech or campaign literature does not make the speech or literature staff-prepared. If public resources are involved, board members should limit themselves to an informational presentation.

4. Local district, ESD and community college boards can take a position on a ballot measure provided public resources are not used to advocate that position or have it distributed. The action may be reported in official minutes and board reports.

5. Local district, ESD and community college employees can campaign in their individual capacities outside of their hours of employment and without the expenditure of public funds. However, employees must not be required nor coerced to aid a campaign. Staff can say, "Here are the facts; please vote." They cannot say, "Vote yes," at least not while on district time. A district's ability to restrain the speech of its employees is limited. It may limit employees' right to express themselves on a matter of public concern when there is a clear interest in efficiency and discipline in the work place that outweighs society's interest in protecting the right of free speech. "Speech" may take many forms including talking, wearing campaign buttons or clothing, bumper stickers, posters or signs.

6. Provided a local district, ESD or community college conducts itself fairly and impartially, it may provide at public expense, a forum in which the opponents and proponents may present their views. Examples of a forum include a voter's pamphlet, a newsletter or a public gathering place for a public debate in which all opponents and proponents have an opportunity to present their positions.

For further information or clarification contact:  
Elections Division, Secretary of State's Office  
(503) 986-1518 or fax (503) 373-7414

Because community colleges, and thus OCCA, are publicly funded, we can only educate voters on initiatives. Under Oregon law, OCCA may not support or oppose an initiative in any way.

ORS 260.432 provides:

(1) No person shall attempt to, or actually, coerce, command or require a public employee to influence or give money, service or other thing of value to **promote or oppose any political committee or to promote or oppose the nomination or election of a candidate, the gathering of signatures on an initiative, referendum or recall petition, the adoption of a measure or the recall of a public office holder.**

(2) No public employee shall solicit any money, influence, service or other thing of value or otherwise **promote or oppose any political committee or promote or oppose the nomination or election of a candidate, the gathering of signatures on an initiative, referendum or recall petition, the adoption of a measure or the recall of a public office holder while on the job during working hours.** However, this section does not restrict the right of a public employee to express personal political views.

(3) Each public employer shall have posted in a conspicuous place likely to be seen by its employees the following notice in printed or typewritten form:

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ATTENTION ALL PUBLIC EMPLOYEES:

The restrictions imposed by the law of the State of Oregon on your political activities are that "No public employee shall solicit any money, influence, service or other thing of value or otherwise promote or oppose any political committee or promote or oppose the nomination or election of a candidate, the gathering of signatures on an initiative, referendum or recall petition, the adoption of a measure or the recall of a public office holder while on the job during working hours. However, this section does not restrict the right of a public employee to express personal political views. "

It is therefore the policy of the state and of your public employer that you may engage in political activity except to the extent prohibited by state law when on the job during working hours. "

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(4) As used in this section:

(a) "Public employee" does not include an elected official.

(b) "Public employer" includes any board, commission, committee, department, division or institution in the executive, administrative, legislative or judicial branch of state government, and any county, city, district or other municipal corporation or **public corporation organized for a public purpose, including a cooperative body formed between municipal or public corporations.**



## NORTHWEST REGIONAL EDUCATION SERVICE DISTRICT

5825 N.E. Ray Circle  
Hillsboro, OR 97124-6436  
(503) 690-5428 FAX 690-5440


Dr. John Young  
Superintendent  
(503) 690-5401

E-Mail johny@nwresd.k12.or.us

### MEMORANDUM

DATE: August 21, 1998

TO: County School Superintendents  
Clatsop and Tillamook Counties

FROM: John Young, Superintendent 

RE: OSBA 1998 Fall Regional Meeting - September 28, 1998

OSBA has scheduled the Fall Regional Meeting for Monday, September 28, 1998. The dinner meeting will begin at 6:30 p.m., in the Lewis & Clark Room, third floor of the Best Western Ocean View Resort in Seaside. Please notify your board members of the date, time, and place.

The agenda for this fall's meeting will include a report by an OSBA officer or director on recent association activities, a review of OSBA's 1999 Legislative Policies and Priorities, and a discussion of the impact on schools of several November General Election ballot measures.

Dinner (prime rib au jus, tossed green salad, rice pilaf, vegetable, rolls, butter, cheesecake dessert, and beverage), including gratuity, will be \$17, with checks made payable to the Northwest Regional ESD. Please RSVP your attendance to Nancy Lane by noon, September 23, 1998.

Please call if you have any questions.

jj/nsf/board/osba811a

Clatsop Service Center  
Marine Drive  
Astoria, OR 97103  
(503) 325-2862 FAX 325-1297

Columbia Service Center  
800 Port Avenue • P.O. Box 900  
St. Helens, OR 97051-3008  
(503) 397-0028 FAX 397-0796

Tillamook Service Center  
2410 5th Street • P.O. Box 416  
Tillamook, OR 97141  
(503) 842-8423 FAX 842-6273

Washington Service Center  
5825 N.E. Ray Circle  
Hillsboro, OR 97124-6436  
(503) 690-5428 FAX 690-5440



OCTOBER

30-31

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
F	R	I	D	A	Y	

Mark your calendars for  
 OCCA's 1998 Annual Convention:

*Advocacy Academy!*

(prepare yourself for the 1999 legislative session)

October 30-31 1998

Inn of the Seventh Mountain

Bend, Oregon

(OCCA board meets October 29, 1998, 1-4 p.m.)

See you there!



Look for our official registration form at the end of September.

Oregon Community College Association  
 •503-399-9912