

Notice of Public Meeting

Pursuant to O.R.S. §192.640, legal notice is hereby given to the members of the Tillamook Bay Community College Board of Education (Board) and to the general public that the Board will hold a meeting open to the public on Monday, March 9, 2009, at 7:00 p.m., in Room Nine of the First Street Campus, 2510 First Street, Tillamook, Oregon, 97141. The regular meeting will be preceded with a work-session at 5:00 p.m.

A copy of the agenda for the meeting will be available beginning the Thursday prior to the meeting, after 9:00 a.m., at the Office of the College President, Tillamook Bay Community College, First St. Campus, 2510 First St., Tillamook, Oregon 97141.

Agenda items include, but are not limited to, an Invitation for Public Comment, Announcements, and General Information. The Board reserves the right to change the order of items on the agenda.

The Board Meetings are held in accordance with open meeting laws and accessibility requirements. If a person with a disability needs assistance in order to attend or participate in a meeting, please notify Board Secretary, Sue Owens, at (503) 842-8222, Ext. 1159, at least 48 hours in advance.

DATE NOTICE PUBLISHED: Wednesday, March 4, 2009

TIME NOTICE PUBLISHED: 9:00 a.m.

ATTEST:

Jon Carnahan – President

TILLAMOOK BAY COMMUNITY COLLEGE

Notice Distribution

1. TBCC BOARD OF EDUCATION MEMBERS
2. HEADLIGHT-HERALD NEWSPAPER
3. NORTH COAST CITIZEN NEWSPAPER
4. PACIFIC SUN NEWSPAPER
5. KTEL/KMBD RADIO
6. COAST 105 RADIO
7. TBCC WEB SITE
8. TBCC ADMINISTRATORS AND STAFF
9. TBCC FACULTY SENATE PRESIDENT
10. PORTLAND COMMUNITY COLLEGE PRESIDENT & LIAISON
11. ESD ADMINISTRATOR
12. OCCA EXECUTIVE DIRECTOR
13. PUBLIC BUDGET COMMITTEE

Tillamook Bay Community College

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Board of Education Work-Session Agenda

Date:
Monday, March 9, 2009

First Street Campus, Room 9
2510 First Street, Oregon 97141

Time:
5:00 p.m.

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order • Acknowledge Guests -----	Chair Wakefield
2.	Approval of the Agenda ----- (Action)	Chair Wakefield
3.	Invitation of Public Comment -----	Chair Wakefield
	<p>Available at both the beginning and end of the meeting is an opportunity for the public to comment on any issue within the jurisdiction of the Tillamook Bay Community College Board of Education. The Board Chair may determine reasonable time, space and manner limitations. At the conclusion of public comment, individual members of the Board may respond to comments made by those who have addressed the Board, may ask staff to review a matter, or may ask that a matter be put on a future agenda.</p>	
4.	Revenue Forecast and Legislative Update -----	President Carnahan
5.	Economic Impact on Tillamook Bay Community College -----	President Carnahan
6.	Budget Modeling Process for 2009-10 and Beyond -----	Dean Ellison
7.	Board Discussion on Revenue and Expenditures -----	President Carnahan
8.	Budget Process and Communication -----	President Carnahan
9.	Adjournment ----- (Action)	Chair Wakefield



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Board of Education Meeting Agenda

Date:
Monday, March 9, 2009

First Street Campus, Room 9
2510 First Street, Oregon 97141

Time:
7:00 p.m.

<u>Item</u>	<u>Description</u>	<u>Resource</u>
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| 1. | Call to Order • Acknowledge Guests ----- | Chair Wakefield |
| 2. | Approval of the Agenda----- (Action) | Chair Wakefield |
| 3. | Invitation of Public Comment ----- | Chair Wakefield |

Available at both the beginning and end of the meeting is an opportunity for the public to comment on any issue within the jurisdiction of the Tillamook Bay Community College Board of Education. The Board Chair may determine reasonable time, space and manner limitations. At the conclusion of public comment, individual members of the Board may respond to comments made by those who have addressed the Board, may ask staff to review a matter, or may ask that a matter be put on a future agenda.

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| 4. | February 3, 2009 Regular Meeting Minutes----- (Action) | Chair Wakefield |
| 5. | Reports: | |
| A. | Oregon Community College Association ----- | President Carnahan
Director Swain |
| B. | Financial Report----- | Comptroller Williams |

RECESS for Special Contract Review Board Meeting

RECONVENE Regular Board Meeting

- | | | |
|-----|---|--------------------|
| 6. | New Business: | |
| 7. | Old Business: | |
| 8. | Standing Business: | |
| A. | Strategic Planning and Accreditation ----- (Action) | Dean Gates |
| B. | Courses and Curricula----- | Dean Gates |
| C. | Grants and Contracts----- | Dean Ellison |
| D. | Board of Education Policy ----- | President Carnahan |
| E. | Facilities----- | Dean Ellison |
| F. | Capital Construction Projects----- | President Carnahan |
| G. | Personnel----- | President Carnahan |
| 9. | Announcements and General Information----- | President Carnahan |
| 10. | Invitation of Public Comment ----- | Chair Wakefield |
| 11. | Board Member Discussion Items ----- | Chair Wakefield |
| 12. | Executive Session ----- | President Carnahan |

Pursuant to O.R.S. § 192.660 (2)(i), the Board, may, upon a vote of a majority of the members constituting a quorum, elect to go into Executive Session, which will not be open to the public to consider Agenda Item 8.G.

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| 13. | Adjournment----- (Action) | Chair Wakefield |
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Tillamook Bay Community College

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Board of Education Meeting Minutes

February 2, 2009
Room 9, First Street Campus
2510 First St., Tillamook, OR 97141

Directors Present: Craig Wakefield, James McGinnis, Ruth Jensen, Ann Swain, Steve Shaw, and Rose Wharton

Directors Absent: Bob Weitman

Staff Present: Jon Carnahan, Ron Ellison, Kyra Williams and Sue Owens

Guests Present: Michele Burton and Sheryl Neu, TBCC Employees

Call to Order and Acknowledgement of Guests:

Chair Wakefield called the meeting to order at 6:35 p.m. and welcomed the guests.

Approval of Agenda:

On approval of a motion by Director Shaw and seconded by Director Wharton, it was resolved to approve the agenda as presented.

Invitation of Public Comment:

There was no public comment.

Approval of Minutes:

On approval of a motion by Director McGinnis and seconded by Director Swain, it was resolved that the January 5, 2009 Regular Meeting Minutes be approved as presented.

Reports

Oregon Community College Association: (Item 5.A)

Director Swain stated that she did not attend the OCCA Board met on December 5, 2008; however, President Carnahan did and would give the report. President Carnahan stated that the meeting was focused primarily on the budget and the current economic situation. He stated that there were high hopes for the State and Federal stimulus packages for capital construction; however, the community colleges could possibly be asked to return state funds by June of 2009. This would mean approximately \$80,000 for TBCC. He stated that there are funds to cover it should it be requested, but it would put the College at a huge disadvantage for the 2009-2010 fiscal year. It was asked if any programs were in jeopardy at this point to which President Carnahan responded not at this time.

President Carnahan noted that community colleges were being asked to submit capital construction requests in response to the state stimulus package and he asked the Board if he should submit a request to upgrade and repair the current campus. It was discussed and agreed that he should pursue this opportunity.

President Carnahan shared that in response to the state cut in funding tuition was being raised anywhere from five to fifteen percent across the state. He anticipates having our own discussions on this topic in the near future.

Financial Report: (Item 5.B)

Comptroller Williams presented the financial reports as included in the Board packet adding that we are at the half-way point of they year so the amounts represented are 50 percent depleted.



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Old Business

There was no old business to report.

New Business

Disabled Veterans and Dependent Survivors Benefits (Item 6.A)

In the absence of Dean Gates, President Carnahan explained the current accommodations for Disabled Oregon Veterans and Dependents of Fallen Oregon Service Personnel and recommended the Board approve the attached tuition waiver. On approval of a motion by Director McGinnis and seconded by Director Wharton, it was resolved to approve the tuition waiver for Disabled Oregon Veterans and Dependents of Fallen Oregon Service Personnel as presented.

March Board of Education Meeting (Item 6.B)

President Carnahan explained that due to a conflict in schedules he would like to reschedule the March 2, 2009 Board of Education meeting to March 9. Director Wharton is the only one unable to make the rescheduled meeting.

Also discussed was the possibility of the March 9 meeting serving as a work session to discuss the Board Self-evaluation, President's contract and performance appraisal, and budget parameters due to economic conditions as well as regular business. It was agreed to meet at 5:00 p.m. for a dinner/work-session with the regular meeting to follow at 7:00 p.m.

On approval of a motion by Director McGinnis and seconded by Director Shaw, it was resolved to reschedule the meeting and work-session as proposed.

Economic Conditions (Item 6.C)

President Carnahan distributed a "white paper" stating his view of the current economic situation and the impact on TBCC. This information will be shared with staff at the College Council meeting Tuesday. A copy of this document will be made a part of the official board minutes.

403(b) Investment Agreement (Item 6.D)

Comptroller Williams explained that Resolution 2008-2009 #6 is a plan adoption agreement required for TBCC to conform with IRS regulations for 403(b) investments effective January 1, 2009. On approval of a motion by Director McGinnis and seconded by Director Swain, it was resolved to adopt Resolution 2008-2009 #6 as presented.

Board Member Elections (Item 6.E)

President Carnahan reminded Chair Wakefield and Directors Jensen, McGinnis and Shaw's that their terms expire in June. File dates for the May election begin February 7 and end March 19. Candidate forms may be obtained at the County Clerk's office.

Standing Business:

Strategic Planning and Accreditation: (Item 8.A)

In the absence of Dean Gates, President Carnahan shared a copy of the letter from Northwest Commission on Colleges and Universities granting TBCC candidacy status. A copy of the letter will be made a part of the official board minutes. It was noted that the time line for candidacy was a maximum of five years. It is possible that it could be accomplished prior to the five year date.

Courses and Curricula: (Item 8.B)

President Carnahan reported there were no new courses or curricula to report this month.



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Grants and Contracts: (Item 8.C)

Dean Ellison reported there were no new grants or contracts to report this month.

Board of Education Policy: (Item 8.D)

President Carnahan presented for first reading sections I and II of the Board policy manual, noting more emphasis will be put on separating policies and Administrative Rules. Proposed deletions are shown as struck through text and additions are in bolded text. Any corresponding Administrative Rules are being reviewed and approved by College Council. He noted that this section of policy would not come back for second reading and approval until corresponding Administrative Rules could be formalized to avoid any lack of coverage between the two documents.

The Board was asked to submit their completed self-evaluations to Secretary Sue Owens for compilation. The results will be shared at the March meeting.

Facilities: (Item 8.E)

Dean Ellison shared there were no facility items to discuss this month.

Capital Construction Projects: (Item 8.F)

President Carnahan gave a brief update on the main campus. There is noticeable work being done as over 150 geo-piers are being placed in preparation for the foundation. Chair Wakefield noted that this was the first time he'd seen this particular pier placed and found it interesting and exciting. President Carnahan stated that there had been some concerns expressed regarding not using local contractors for the work. He noted that the general contractor was responsible for the hiring of the contractors and time and money had a lot to do with the decisions made. He added that there was a meeting planned next week with the general contractor to discuss this concern.

Personnel: (Item 8.G)

President Carnahan shared that there were no personnel items to discuss this month; however, he wanted to advise the Board that his contract review and performance approval are scheduled for review at the next regular meeting in March and that it would take an executive session to finalize it. He distributed the evaluation form used last year for review and after some discussion it was agreed to remove the column regarding institutional goals. Sue will reformat the form and send it out to each director with a self-addressed stamped envelope returning them to Chair Wakefield for review and compilation.

Announcements and General Information: (Item 9)

Director McGinnis congratulated Dean Gates, Fred Bennett and the rest of the staff for the acceptance for candidacy. He recognized the hard work and time involved and stated it was obviously a job well done.

President Carnahan reported on the following:

- Marketing and Branding Report. President Carnahan shared the Marketing and Branding committee has grown to now include Enrollment Management in order to increase attention on recruitment and retention concerns.

Invitation of Public Comment: (Item 10)

There was no public comment.

Board Member Discussion Items: (Item 11)



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Director Swain wished everyone a happy Valentine's Day and celebration of Oregon's Sesquicentennial.

Adjournment

On approval of a motion by Director Shaw, Chair Wakefield adjourned the meeting at 7:45 p.m.

Respectfully submitted,
President Jon Carnahan, Clerk of the Board



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**ECONOMIC CONDITIONS
AND
TILLAMOOK BAY COMMUNITY COLLEGE
January 2009**

As you are aware the Nation's and State's economic condition continues to worsen with hope that a recovery will begin late this year or next year. Given the current status, I thought it was important to share with you my thoughts, concerns, and issues that currently impact Tillamook Bay Community College and our near future.

In the last half of 2008, we watched the country's economic condition move into a recession, perhaps the worst economic time since the Great Depression. Because Oregon has no sales tax, with the majority of its revenue coming from income tax, Oregon was late to react to the downturn. Other states began to identify a shortfall much earlier than Oregon as retail sales began to slow prior to increased unemployment.

In mid-November 2008, the State Economist released the quarterly revenue forecast which showed a \$142 million shortfall in the 2007-2009 budget. Since the close of the 2007 legislative session, revenues have declined \$332 million, creating a shortfall. Looking to the 2009-2011 biennium, the forecast showed a \$762 million decline from the earlier forecasts and a \$1.3 billion reduction from the close of the 2007 legislative session. Responding to the projected shortfall Governor Kulongoski announced an immediate across-the-board reduction of state spending in 2008-09. Tillamook Bay Community College was expecting a final Community College Support Fund payment in January 2009 of \$230,777; we actually received \$210,588, a \$20,189 reduction. With prudent spending, our fund balance and contingency, I felt that we could absorb the reduction through the remaining five months of the year.

On December 1, 2008, the Governor released his budget for the 2009-2011 biennium. Despite his support of continuing to improve the education system and getting Oregonians back to work, community colleges received an actual decrease of \$15 million or 3% below the current appropriation. K-12 and Higher Education both received a slight increase over the current biennium. The final appropriation in the next biennium will ultimately be up to the Legislature but our budget planning for next year will have to begin with less money from the state than anticipated.

On January 16, 2009, the State Economist provided the legislature with a forecast "outlook" that continues to worsen. Indications are that U.S. unemployment is projected to reach over 9% and Oregon could reach beyond 10%, leading to the longest recession since WWII. Although the next official revenue forecast will be February 20, 2009, the slowing economy may cause the

current biennium revenues to decrease by \$300 to \$600 million more than the \$142 million already projected. The Legislature has not made a decision yet on how they will make up the shortfall, which may still continue to grow. The College could theoretically be asked to return additional funds that have already been received to the State prior to June, 2009. As I previously indicated, we already received \$20,189 less than we had budgeted. That could almost quadruple, in order to make up a deficit in the final five months of the two-year appropriation. In addition, the State is now projecting an additional \$1 billion reduction in the 2009-2011 biennium. Combined with earlier estimated losses this generates an estimated loss of \$2.2 billion for 2009-2011 over estimates from a year ago. This State shortfall also puts the reduced Governor's budget at a much greater risk.

The current economic crisis we are facing couldn't come at a worse time for our College as we look forward to a bright future with a new campus, independent accreditation, and a plan for sustainable growth.

The College has also committed to, and the community has supported, the construction of College outreach centers in North and South County. Through Memorandums of Understanding with Nestucca and Neah-Kah-Nie school districts, the College has agreed to build the centers on the respective school district properties. With construction of new facilities comes a substantial operating expense including staff and instructional costs for program service enhancements. Given the discussion of reduced funding, it is important that we fund the programs and services at the new central campus to the greatest extent possible.

The College has committed, and has the resources available to construct both of the new centers and will be working with our partner school districts to develop a schedule that can meet the expectations of our communities, district partners, and the College. However, we should avoid program and service reductions in the near future at the expense of staffing and program enhancements for new centers while we are opening the new campus. We will continue our discussion about the timing of construction and opening of the new North and South County Centers.

As we begin the budget process for the 2009-2010 fiscal year we will be planning on moving to our new campus next winter. Through our strategic plan, we have developed a budget modeling process that allows us to project out through the next two biennia until 2013. In order to assure sustainability, create an orderly transition to our new campus, and meet all of our objectives relating to program growth, we must plan for the future beyond one or two years of economic recession and recovery. Information relating to our accreditation self-study and candidacy requirements, facility maintenance, technology, enrollment management, staffing, and curriculum will have to be balanced with the College projected revenue and expenditures. Our four primary sources of revenue are property taxes (33%) which are restricted; timber revenue (10%) which is

declining; community college support funding from the State (38%) , which I have mentioned is at great risk; and tuition revenue (19%), which is established by the Board of Education.

The only revenue that we locally control is tuition revenue, which is based on the number of students that enroll and the tuition rate we charge. The number of students that enroll is based on the program and services the College offers, our quality, and accessibility based on cost. Financial aid will continue to play an increasingly greater roll relating to access to colleges and universities in Oregon as tuition increases to help balance the budget and maintain programs for students. At the same time, we will have record unemployment and greater need for education and training. Our challenge is to balance the budget over the next few years with reduced revenue and increasing need for student programs and services.

As we begin to develop a budget for 2009-2010, we will have to consider all aspects of the College relating to staffing, material, and services, professional development, and costs associated with a new campus building. While we are having to make difficult expenditure decisions, we must continue to invest in the future. This includes continued investment in accreditation standards, enrollment growth, technology, and staffing in critical areas associated with our new facilities and programs. The difficult decisions that will impact the College will have to be made as we build new facilities and expend funds on equipment and furnishings that by law can only be used for improving facilities. Although we know that these funds cannot be used to lessen the revenue shortfall, it is difficult to see staff and program reductions at the same time we are spending for buildings, furnishings and equipment.

I am confident that we will be successful in negotiating these difficult economic times. However, thoughtful and difficult decisions will be required in order to assure the future success of Tillamook Bay Community College. We must be positioned to come out of this recession even stronger than we are today. We will have a new college campus, and new centers in North and South County. As a comprehensive community college we have an obligation to meet the educational needs of the citizens of Tillamook County. Only through open communication, patience, and support in this difficult time and budget process can we be successful in building for the future of Tillamook Bay Community College.

Jon Carnahan
President



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January 28, 2009

Mr. Jon Carnahan
President
Tillamook Bay Community College
2510 First Street
Tillamook, OR 97141

Dear President ~~Carnahan~~^{Jon}:

On behalf of the Northwest Commission on Colleges and Universities, I am pleased to report that at its January 7-9, 2009, meeting, the Commission granted Tillamook Bay Community College Candidacy for Accreditation status at the associate degree level. The effective date of Candidacy is January 7, 2009. Congratulations on receiving this recognition.

Tillamook Bay Community College will be listed as a Candidate for Accreditation on the Commission's website and included in the next issue of *Accredited Institutions of Postsecondary Education*, published by the American Council on Education in consultation with the Council for Higher Education Accreditation.

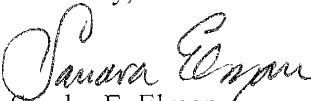
As a Candidate for Accreditation, Tillamook Bay Community College is required to: (1) file annual reports with the Commission; and (2) submit a comprehensive interim candidacy self-study report and host a committee of Commission representatives in spring 2010 and again in fall 2011. In preparing those materials, the College is reminded to address Recommendations 1 through 13 of the Fall 2008 Initial Candidacy Evaluation Report. A copy of those recommendations is enclosed for your reference. The annual report form will be available online in spring of each year. Requirements for the interim candidacy self-study reports will be sent to you in accordance with Commission operating procedures. Please review carefully the Terms of Agreement that appear on pages 10-12 of the Accreditation Handbook (2003 edition), regarding Candidacy status with the Commission.

The period of candidacy is limited to a maximum of five years provided that the required annual reports and the interim evaluation reports to the Commission indicate that the institution is progressing satisfactorily toward initial accreditation. If initial accreditation appears unlikely, the Commission reserves the right, after due notice, to remove an institution from the list of candidates.

President Jon Carnahan
January 28, 2009
Page Two

Tillamook Bay Community College may apply for initial accreditation at any time within the next five years, but may do so only after consultation with the President of the Northwest Commission on Colleges and Universities. If accreditation is not achieved by the end of the five-year period, the institution will be removed from the list of candidate institutions and must wait a minimum of two years before resubmitting an Application for Consideration to the Commission.

I look forward to working with you and your colleagues in the months and years ahead.

Sincerely,

Sandra E. Elman
President

SEE:mf

Enclosure: Recommendations

cc: Dr. Lori Gates, Dean of Instruction and Student Services
Mr. Craig Wakefield, Board Chair
Ms. Camille Preus, Commissioner, Department of Community Colleges and Workforce
Development
Ms. Carol Griffiths, Chief, Accrediting Agency Evaluation Unit, USDOE
Dr. Judith Eaton, President, Council on Higher Education Accreditation
Mr. Kenneth Von Alt, Editor, *Accredited Institutions of Postsecondary Education*
Ms. Jeanne Burke, Editor, Higher Education Publications
Mr. Paul Basken, *The Chronicle of Higher Education*

Oregon Community College Association

RECOMMENDATION

Information only – no action requested.

BACKGROUND INFORMATION----- President Carnahan and Director Swain

The next OCCA Board meeting is March 20, 2009.

Financial Report

RECOMMENDATION

Information only – no action requested.

BACKGROUND INFORMATION ----- Comptroller Williams

Comptroller Williams will be prepared to present the financial reports and address questions.

Tillamook Bay Community College
 Unaudited Summary Financial Information
 General Fund
 Fiscal Year-to-Date Ended January 2009
 58.33% of fiscal year elapsed

	2007-2008 Annual Budget	2007-2008 Actual	2007-2008 Percentage of Budget	2008-2009 Annual Budget	2008-2009 Actual	2008-2009 Percentage of Budget
Resources						
Beginning Fund Balance	\$ 1,070,272	\$ 1,212,482.15	113.29%	\$ 863,369	\$ 1,302,924.45	150.91%
State	\$ 1,024,589	\$ 888,023.70	86.67%	\$ 1,039,959	\$ 671,548.62	64.57%
Property Taxes	\$ 895,000	\$ 755,655.22	84.43%	\$ 895,619	\$ 784,892.03	87.64%
Timber Taxes	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Local Contract	\$ -	\$ 19,200.00	0.00%	\$ -	\$ 20,000.00	0.00%
Tuition	\$ 547,935	\$ 329,807.24	60.19%	\$ 541,150	\$ 330,164.56	61.01%
Fees	\$ 124,676	\$ 77,955.03	62.53%	\$ 125,000	\$ 77,401.74	61.92%
Sale of Goods	\$ 2,000	\$ 1,375.00	68.75%	\$ 5,000	\$ 1,445.00	28.90%
Interest	\$ 55,000	\$ 40,963.05	74.48%	\$ 50,000	\$ 19,903.03	39.81%
Miscellaneous	\$ 5,000	\$ 2,308.40	46.17%	\$ 7,000	\$ 3,866.99	55.24%
Transfers	\$ 73,231	\$ 29,993.90	40.96%	\$ 288,418	\$ 34,235.33	11.87%
Repayment of Short-Term Loan	\$ 115,475	\$ -	0.00%	\$ 127,175	\$ -	0.00%
Total resources	\$ 3,913,178	\$ 3,357,763.69	85.81%	\$ 3,942,690	\$ 3,246,381.75	82.34%
Expenditures						
Instruction	\$ 972,740	\$ 492,783.07	50.66%	\$ 1,134,700	\$ 483,516.42	42.61%
Instructional Support	\$ 331,892	\$ 150,320.85	45.29%	\$ 323,283	\$ 170,224.09	52.65%
Student Services	\$ 386,276	\$ 209,528.78	54.24%	\$ 444,652	\$ 250,123.93	56.25%
College Support	\$ 1,016,125	\$ 528,071.51	51.97%	\$ 1,044,641	\$ 530,416.26	50.77%
Plant Operation	\$ 191,832	\$ 87,262.75	45.49%	\$ 201,833	\$ 83,444.89	41.34%
Financial Aid	\$ 141,000	\$ 51,501.63	36.53%	\$ 126,160	\$ 53,747.20	42.60%
Transfers	\$ 95,000	\$ 57,872.75	60.92%	\$ 98,300	\$ 56,939.76	57.92%
Contingency	\$ 209,200	\$ -	0.00%	\$ 150,000	\$ -	0.00%
Total expenditures	\$ 3,344,065	\$ 1,577,341.34	47.17%	\$ 3,523,569	\$ 1,628,412.55	46.21%
Ending fund balance	\$ 569,113	\$ 1,780,422.35	312.84%	\$ 419,121	\$ 1,617,969.20	386.04%

Agenda Item 5.B. Attachment #2
 Tillamook Bay Community College
 Unaudited Summary Financial Information (Modified Accrual Basis)
 Fiscal Year-to-Date Ended January 2009

	Fund No.	Beginning Working Capital	2008-2009 Revenue	2008-2009 Expenditures	Ending Working Capital	2008-2009 Spendable Budget	2007-2008 Prior Year Expenditures
Adult Basic Education	210	\$ -	\$ 22,009.69	\$ 27,061.29	\$ (5,051.60)	\$ 63,768	\$ 38,981.10
Tutor Grant	211	\$ -	\$ 4,592.19	\$ 5,758.46	\$ (1,166.27)	\$ 14,072	\$ 7,960.15
Sprint Yellow Pages Literacy Grant	215	\$ 2,667.88	\$ -	\$ 145.09	\$ 2,522.79	\$ 2,389	\$ 321.39
United Way Literacy Grant	216	\$ 3,588.95	\$ 750.00	\$ 233.69	\$ 4,105.26	\$ 5,385	\$ 1,383.74
Adult Ed Program Corrections - Sheriff's Office	217	\$ -	\$ 3,387.45	\$ 3,627.22	\$ (239.77)	\$ 11,859	\$ 3,113.32
Pathways Grant	225	\$ -	\$ 17,833.09	\$ 21,024.55	\$ (3,191.46)	\$ 54,427	\$ 996.38
Industrial Maintenance Tech	226	\$ 38,490.38	\$ 19,140.00	\$ 15,281.20	\$ 42,349.18	\$ 16,897	\$ 2,279.36
SBDC Federal Grant	230	\$ -	\$ 15,125.00	\$ 16,445.08	\$ (1,320.08)	\$ 30,250	\$ 33,346.74
SBDC State Grant	231	\$ -	\$ 10,357.72	\$ 20,270.83	\$ (9,913.11)	\$ 41,333	\$ 15,127.86
SBDC Program Income	232	\$ 19,379.80	\$ 5,686.00	\$ 1,910.41	\$ 23,155.39	\$ 13,374	\$ 2,292.29
SBDC Supplement	233	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,945.17
SBDC - EDC Fund	235	\$ -	\$ 23,689.13	\$ 27,328.85	\$ (3,639.72)	\$ 101,530	\$ -
TEC Vocational Education Grant	240	\$ -	\$ -	\$ -	\$ -	\$ 34,293	\$ 10,583.55
The OR Community Foundation Grant	241	\$ 1,180.40	\$ -	\$ -	\$ 1,180.40	\$ -	\$ -
IWEB Connections Contract	242	\$ 5,241.91	\$ -	\$ -	\$ 5,241.91	\$ -	\$ -
Oregon Healthcare Workforce Partnership	245	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,875.54
Student Assistance	250	\$ 3,215.83	\$ -	\$ 45.00	\$ 3,170.83	\$ 3,100	\$ 45.00
Work Keys Mini Grant	251	\$ 1,819.22	\$ -	\$ -	\$ 1,819.22	\$ 1,500	\$ 175.00
Bay City Rental	260	\$ 9,776.74	\$ -	\$ 1,468.91	\$ 8,307.83	\$ 2,600	\$ 2,041.70
CRC & Skills to Compete Research Grant	297	\$ -	\$ -	\$ 25,000.00	\$ (25,000.00)	\$ -	\$ -
Total Special Fund		\$ 85,361.11	\$ 122,570.27	\$ 165,600.58	\$ 42,330.80	\$ 396,777	\$ 127,468.29

Schedule of Special Fund borrowing from General Fund

	Ending Working Capital	Less Accounts Receivable	Add Liabilities	Ending Cash Balance 1/31/2009
Total of Grants that borrow from the General Fund	\$ (24,522.01)	\$ 54,915.71	\$ 15,545.78	\$ (63,891.94)
Total of Grants that are not borrowing from the General Fund	\$ 66,852.81	\$ (25,000.00)	\$ 1,966.17	\$ 93,818.98
Total Special Fund	\$ 42,330.80	\$ 29,915.71	\$ 17,511.95	\$ 29,927.04

	Fund No.	Beginning Working Capital	2008-2009 Revenue	2008-2009 Expenditures	Ending Working Capital	2008-2009 Spendable Budget	2007-2008 Prior Year Expenditures
Community Education	310	\$ (12,315.20)	\$ 9,444.00	\$ 4,267.31	\$ (7,138.51)	\$ 13,070	\$ 10,583.81
Bookstore	320	\$ 56,237.25	\$ 96,263.46	\$ 122,476.77	\$ 30,023.94	\$ 174,223	\$ 97,982.05
Customized Training Projects	330	\$ 7,003.33	\$ -	\$ -	\$ 7,003.33	\$ 12,400	\$ -
Total Enterprise Fund		\$ 50,925.38	\$ 105,707.46	\$ 126,744.08	\$ 29,888.76	\$ 199,693	\$ 108,565.86
PERS Pension Bond Fund	410	\$ 15,861.51	\$ 51,825.31	\$ 41,431.25	\$ 26,255.57	\$ 86,263	\$ 41,431.25
General Obligation Bond Fund	420	\$ 68,217.41	\$ 448,827.53	\$ 198,918.75	\$ 318,126.19	\$ 577,838	\$ 90,630.57
Total Debt Service Fund		\$ 84,078.92	\$ 500,652.84	\$ 240,350.00	\$ 344,381.76	\$ 664,101	\$ 132,061.82
Building Reserve Fund	510	\$ 995,532.75	\$ 133,295.24	\$ 31,230.17	\$ 1,097,597.82	\$ 1,359,825	\$ 23,653.46
Campus Construction Fund - GO Bonds	520	\$ 9,031,131.55	\$ 138,242.41	\$ 1,758,024.83	\$ 7,411,349.13	\$ 9,100,000	\$ 206,093.40
Total Capital Projects Fund		\$10,026,664.30	\$ 271,537.65	\$ 1,789,255.00	\$ 8,508,946.95	\$ 10,459,825	\$ 229,746.86
Associated Students of TBCC	710	\$ 3,802.87	\$ 5,654.16	\$ 2,634.81	\$ 6,822.22	\$ 10,000	\$ 830.08
Phi Theta Kappa Honorary Society Fund	720	\$ 1,641.79	\$ 1,122.60	\$ 1,457.16	\$ 1,307.23	\$ 9,050	\$ 2,570.17
Total Agency Fund		\$ 5,444.66	\$ 6,776.76	\$ 4,091.97	\$ 8,129.45	\$ 19,050	\$ 3,400.25

Agenda Item 5.B - Attachment #3
 Tillamook Bay Community College
 Summary Financial Information - Cash Status
 Preliminary for Fiscal Year-to-Date Ended January 2009
 58.33% of Budget Period Expended

	General Fund			Special Fund			Enterprise Fund - Community Ed			Enterprise Fund - Bookstore		
	Budget	Actual	%	Budget	Actual	%	Budget	Actual	%	Budget	Actual	%
Beginning Cash Balance (Note 1)		\$ 1,622,691			\$ 10,923			\$ (9,026)			\$ 34,884	
Beginning Fund Balance	\$ 863,369	\$ 1,302,924	150.91%	\$ 183,327	\$ 85,361	46.56%	\$ 10,000	\$ (12,315)	-123.15%	\$ 61,000	\$ 56,237	92.19%
Resources												
State Aid	\$ 1,039,959	\$ 671,549	64.57%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Grants and Contracts	\$ -	\$ 20,000	0.00%	\$ 351,532	\$ 116,134	33.04%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Tuition and Fees	\$ 666,150	\$ 407,566	61.18%	\$ 8,000	\$ 4,846	60.58%	\$ 18,560	\$ 9,444	50.88%	\$ -	\$ -	0.00%
Local Taxes	\$ 895,619	\$ 784,892	87.64%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Timber	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Sale of Goods	\$ 5,000	\$ 1,445	28.90%	\$ 2,500	\$ 1,590	63.60%	\$ -	\$ -	0.00%	\$ 150,000	\$ 95,909	63.94%
Interest	\$ 50,000	\$ 19,903	39.81%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Rental (Note 2)	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Miscellaneous	\$ 7,000	\$ 3,867	55.24%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 750	\$ 355	47.33%
Repayment of Short-Term Loans	\$ 127,175	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ 288,418	\$ 34,236	11.87%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Total Revenues	\$ 3,079,321	\$ 1,943,458	63.11%	\$ 362,032	\$ 122,570	33.86%	\$ 18,560	\$ 9,444	50.88%	\$ 150,750	\$ 96,264	63.86%
Expenditures												
Salaries and Wages	\$ 2,310,538	\$ 1,177,409	50.96%	\$ 321,049	\$ 123,488	38.46%	\$ 9,000	\$ 3,068	34.09%	\$ 24,453	\$ 14,242	58.24%
Operating Expenditures	\$ 939,731	\$ 386,969	41.18%	\$ 54,315	\$ 39,778	73.24%	\$ 3,110	\$ 1,152	37.04%	\$ 113,550	\$ 78,401	69.05%
Capital Outlay	\$ 25,000	\$ 7,095	28.38%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 30,000	\$ 29,210	97.37%
Debt Service	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ 98,300	\$ 56,940	57.92%	\$ 21,413	\$ 2,335	10.90%	\$ 960	\$ 47	4.90%	\$ 1,220	\$ 624	51.15%
Repayment of Short-Term Loans	\$ -	\$ -	0.00%	\$ 117,175	\$ -	0.00%	\$ 10,000	\$ -	0.00%	\$ -	\$ -	0.00%
Other budgetary accounts (Note 3)	\$ 150,000	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 5,000	\$ -	0.00%
Total expenditures	\$ 3,523,569	\$ 1,628,413	46.21%	\$ 513,952	\$ 165,601	32.22%	\$ 23,070	\$ 4,267	18.50%	\$ 174,223	\$ 122,477	70.30%
Ending Fund Balance	\$ 419,121	\$ 1,617,969		\$ 31,407	\$ 42,330		\$ 5,490	\$ (7,138)		\$ 37,527	\$ 30,024	
Adjustments to bring Ending Fund Balance to Ending Cash Balance												
Assets												
Receivables		\$ 102,131			\$ 29,916			\$ -			\$ -	
Inventories		\$ 2,608			\$ -			\$ -			\$ 22,405	
NET EFFECT ON CASH		\$ (104,739)			\$ (29,916)			\$ -			\$ (22,405)	
Liabilities												
Accounts Payable		\$ 1,090,575			\$ -			\$ -			\$ -	
Unearned Revenue (Note 4)		\$ 49,887			\$ -			\$ -			\$ -	
Payroll		\$ 151,472			\$ 17,512			\$ 266			\$ 2,881	
NET EFFECT ON CASH		\$ 1,291,934			\$ 17,512			\$ 266			\$ 2,881	
NET ADJUSTMENTS		\$ 1,187,195			\$ (12,404)			\$ 266			\$ (19,524)	
ENDING CASH BALANCE		\$ 2,805,164			\$ 29,926			\$ (6,872)			\$ 10,500	

Agenda Item 5.B - Attachment #3
 Tillamook Bay Community College
 Summary Financial Information - Cash Status
 Preliminary for Fiscal Year-to-Date Ended January 200
 58.33% of Budget Period Expended

	Enterprise Fund - Customized Training			Debt Service Funds			Capital Projects Funds			Agency Fund		
	Budget	Actual	%	Budget	Actual	%	Budget	Actual	%	Budget	Actual	%
Beginning Cash Balance (Note 1)		\$ 7,003			\$ 81,671			\$ 9,936,568			\$ 5,445	
Beginning Fund Balance	\$ 7,003	\$ 7,003	100.00%	\$ 81,000	\$ 84,079	103.80%	\$ 9,665,000	\$ 10,026,664	103.74%	\$ 1,450	\$ 5,445	375.52%
Resources												
State Aid	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Grants and Contracts	\$ 11,036	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Tuition and Fees	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Local Taxes	\$ -	\$ -	0.00%	\$ 500,838	\$ 446,621	89.17%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Timber	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 464,825	\$ 118,479	25.49%	\$ -	\$ -	0.00%
Sale of Goods	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Interest	\$ -	\$ -	0.00%	\$ 14,000	\$ 2,447	17.48%	\$ 330,000	\$ 153,058	46.38%	\$ -	\$ -	0.00%
Rental (Note 2)	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Miscellaneous	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 1,000,000	\$ -	0.00%	\$ 10,550	\$ 1,422	13.48%
Repayment of Short-Term Loans	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ -	\$ -	0.00%	\$ 90,000	\$ 51,585	57.32%	\$ -	\$ -	0.00%	\$ 8,300	\$ 5,355	64.52%
Total Revenues	\$ 11,036	\$ -	0.00%	\$ 604,838	\$ 500,653	0.00%	\$ 1,794,825	\$ 271,537	15.13%	\$ 18,850	\$ 6,777	35.95%
Expenditures												
Salaries and Wages	\$ 10,000	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Operating Expenditures	\$ 2,400	\$ -	0.00%	\$ 1,600	\$ 1,600	100.00%	\$ 10,195,000	\$ 1,708,903	16.76%	\$ 19,050	\$ 4,092	21.48%
Capital Outlay	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ 49,122	0.00%	\$ -	\$ -	0.00%
Debt Service	\$ -	\$ -	0.00%	\$ 662,501	\$ 238,750	36.04%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 264,825	\$ 31,230	11.79%	\$ -	\$ -	0.00%
Repayment of Short-Term Loans	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Other budgetary accounts (Note 3)	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 1,000,000	\$ -	0.00%	\$ -	\$ -	0.00%
Total expenditures	\$ 12,400	\$ -	0.00%	\$ 664,101	\$ 240,350	36.19%	\$ 11,459,825	\$ 1,789,255	15.61%	\$ 19,050	\$ 4,092	21.48%
Ending Fund Balance	\$ 5,639	\$ 7,003		\$ 21,737	\$ 344,382		\$ -	\$ 8,508,946		\$ 1,250	\$ 8,130	
Adjustments to bring Ending Fund Balance to Ending Cash Balance												
Assets												
Receivables	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
Inventories	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
NET EFFECT ON CASH	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
Liabilities												
Accounts Payable	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
Unearned Revenue (Note 4)	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
Payroll	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
NET EFFECT ON CASH	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
NET ADJUSTMENTS	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
ENDING CASH BALANCE	\$ 7,003	\$ 7,003		\$ 344,382	\$ 344,382		\$ 8,508,946	\$ 8,508,946		\$ 8,130	\$ 8,130	

\$ 11,707,179

Cell: A10

Comment: Note 1. Negative Amount indicates borrowing from the General Fund.

Cell: A21

Comment: Note 2. Rental of Bay City Site and a portion of Wilson School.

Cell: A35

Comment: Note 3. Contingency in the General Fund and Enterprise Fund and Reserved for Future Expenditures in Capital Projects Fund.

Cell: A49

Comment: Note 4. Assessed but unreceived property taxes and deferred tuition and fees for Summer 2008.

Strategic Planning and Accreditation

RECOMMENDATION

Adopt Core Themes and revised Institutional Goal 7 as proposed.

BACKGROUND INFORMATION-----Dean Gates

Now that TBCC has achieved Candidacy, planning and accreditation tasks are moving ahead at a brisk pace. A Strategic Plan 2010-2015 is being drafted to expand the current Plan and incorporate NWCCU Recommendations involving strategic planning. The 2010-2015 plan focuses on improving the effectiveness of strategic planning at TBCC and fully integrating assessment into planning. In order to support these efforts, TBCC will use this as an opportunity to synchronize its institutional planning cycle to NWCCU's revised standards and septennial accreditation model. An environmental scan and gap analysis is using information from TBCC's Self Study, NWCCU Recommendations, institutional effectiveness data, the Community College Survey of Student Engagement (CCSSE) and Faces of the Future student surveys, Community Colleges in Service to the State (NCHEMS Report), and other sources.

The new Strategic Plan identifies several strategic issues. The first issue involves establishing the strengths of and challenges facing TBCC in regard to all NWCCU requirements. A second strategic issue involves positioning TBCC for the future by ensuring institutional planning and assessment are accomplished in a systematic, inclusive, and ongoing manner. Additional strategic issues include providing for accomplishment of enrollment projections, applying the results of assessment to improvement, communicating results of planning and assessment processes, systematically evaluating student services processes, and articulating plans for providing essential services as an independent institution.

Last month Lori Gates and Fred Bennett attended a workshop on NWCCU's revised standards and process. Tillamook Bay must shift to these new standards while we are in candidacy. For a number of reasons, it was decided to move forward and address the new standards starting with our next self study for a spring 2010 visit. There are five revised standards: (1) Mission, Core Themes, Goals, and Outcomes, (2) Resources and Capacity, (3) Planning and Implementation, (4) Effectiveness and Improvement, and (5) Mission Fulfillment, Sustainability, and Adaptation. The revised model emphasizes planning, assessments, and use of assessment results. Shifting to the revised standards will sharpen TBCC's focus on closing the loop with planning and assessment—the subject of almost half of TBCC's Recommendations. The College will need to address all NWCCU Recommendations for TBCC along with submitting a comprehensive self-study—but that would be the case regardless of which standards are chosen for framing the self study.

Under the revised standards, the institutional mission is still the foundation for all institutional activities. However, in addition to institutional goals that relate to mission fulfillment each

college must identify core themes that represent major aspects of institutional mission. The four themes being proposed are:

- Lower Division Collegiate Education
- Workforce Development
- Developmental Education
- Community Education

It is also proposed to change Institutional Goal 7 in order for it to directly relate to mission fulfillment rather than the College's vision. "~~Develop~~**Provide** a leadership role in the economic ~~and social evolution~~ **development** of the community."



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Courses and Curricula

RECOMMENDATION

Information only – no action requested.

BACKGROUND INFORMATION ----- Dean Gates

There are no new courses or curricula to report this month.

Grants and Contractsⁱ

RECOMMENDATION

There are no grants or contracts to review this month.

BACKGROUND INFORMATION ----- Dean Ellison

ⁱ **TBCC Policy - ARTICLE 106: CONTRACT REVIEW BOARD**

Board of Education Policyⁱ

RECOMMENDATION

Information only – no action requested

BACKGROUND INFORMATION----- President Carnahan

Board Self-evaluation: Attached is a summary of the Board Self-Evaluation. Further discussion will take place.

Sections I and II of the Board Policy Manual has been tabled as discussed at the February meeting and will be brought back before the Board for second reading and approval once the College Council has established and formalized corresponding Administrative Rules to avoid any lack of coverage between the two documents.

ⁱ **TBCC Policy -102.1 - BOARD POLICIES AND ADMINISTRATIVE RULES**

Tillamook Bay Community College

2008-2009

Board of Director's Self Evaluation Survey

SUMMARY

	Considerations	5 Definitely Agree	4 Agree	3 Somewha t Agree	2 Do Not Agree	1 Strongly Disagree
1	I understand my role and responsibilities as a board member.	4	3			
2	I understand the Mission and Outcomes of TBCC.	4	3			
3	I feel involved and interested in the board's work and progress.	5	2			
4	Communication from the college is timely and of interest.	4	3			
5	The board sets policy and goals for the college and oversees the implementation and accomplishment of both.	4	3			
6	I am actively involved in policy writing and evaluating implementation.		6	1		
7	Board meetings focus on policy and implementation.	1	6			
8	The board monitors progress toward the stated goals and outcomes.	3	3	1		
9	Board meetings are of appropriate length and frequency.	6	1			
10	The board effectively represents TBCC to the community.	5	2			

What is the greatest opportunity for the College and the Board?

- Growth and being even a larger part of the community
- Accreditation
- Access to higher Ed in Rural Community
- Building the new facility in Tillamook and having a bigger presence in South & North County. Also working on our accreditation.
- To bring into being a building to supply the upper classes that form a college in the full sense of our being. Interaction with the educational buildings and community of education.
- Achieve full accreditation now that we have been nominated. Also, completion of our new campus.

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- **College** - Becoming accredited for the future growth potential of TBCC, with the expansion into our new campus. **Board** – Help steer the college community into the new campus and shortly thereafter becoming accredited.

What is the greatest challenge for the College and the Board?

- Fiscal responsibility in these economic times
- Income/bleak economics
- Keeping tuition affordable, providing a variety of courses, sequencing courses to make them accessible
- Changing the mind-set of our population that you don't have to go anywhere but TBCC for your 1st 2 years of college. At this time the distance for students to take classes.
- The economy and working in that environment with the building project controversy it is interesting to see this play out. There are permanences to the building of a building.
- Survive the current state and federal economic downturn. Increasing enrollment during these tough times.
- **College** – Developing a plan to increase full time equivalent enrollment to ensure success of the college as we move into our new campus.
Board – Implementation and approval of policy and the related administrative rules for enforcing policy.

Please list areas where you feel the College and/or the Board is strongest:

- Leadership/staff/attitude and involvement
- College: partnerships. Board: Policy makers
- Support for President
- President of college staff. Also the length of time most board members have been involved.
- United in a project of serving this community with the best educational institute for now and for the future. To work with the community in giving information in a meaningful way.
- I'm always impressed with how the college faculty and staff go the extra mile to ensure our student's needs are addressed. We have very dedicated employees.
- **College** – Jon has brought a number of strengths to the college by forming strong partnerships with many facets of the community, his

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knowledge of the workings of the college on the State level, and experience in large construction projects. The facility and staff are long time employees supporting the efforts and opportunities we have today and in the near future. **Board** – The board members have a variety of backgrounds each bringing their personal knowledge into board meeting asking questions and reaching conscientious decisions.

Please list areas where you feel the College and/or the Board could be stronger:

- Continue to work with the community
- This is a caring Board/want the best for our community in education.
- Appeal to business to support College and College support businesses
- Unsure
- Possibly community interaction
- We have a seven member board but don't have seven voices. All board members need to be involved in our discussions and offer input. We won't all be in agreement on certain matters but it's important to get divergent opinions in order to reach a sound decision.
- Too busy to know.

What other activities might board members be more involved in to assist the College?

- Community education
- Lead will follow!
- Public speaking, writing articles
- Community involvement
- We as a board are kept well informed in the college activities and the things we need to now and need to act upon. We are made aware of the things that come up in a timely manner and act on them in order of importance.

Other comments:

- It is nice to see members of the College at our board meetings. They are usually very quiet, but we see their interest. And they are not afraid to ask questions.



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Facilities

RECOMMENDATION

There are no facilities items to discuss this month.

BACKGROUND INFORMATION ----- Dean Ellison

Capital Construction Projects

RECOMMENDATION

Information only – no action requested.

BACKGROUND INFORMATION ----- President Carnahan

Project updates:

- Main Campus construction update

Personnel

RECOMMENDATION

Information only – no action requested.

BACKGROUND INFORMATION ----- President Carnahan

As noted at the January and February Board Meetings, it is time to review the President’s contract and performance appraisal according to contract and policy. The Board will adjourn to Executive Session to discuss this topic according to O.R.S. § 192.660 (2)(i).

Announcements and General Information

RECOMMENDATION

Information only – no action requested.

BACKGROUND INFORMATION ----- President Carnahan

- Foundation Board Update
- Marketing and Branding Report
- Commencement – Friday, June 12, 2009. Please mark your calendars now in order to ensure your attendance.