



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 board meeting open to the public on Monday, June 21, 2010, at 6:30 p.m. in the Central Campus Board Room, 4301 Third Street, Tillamook, Oregon, 97141.

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, 4301 Third St., Tillamook, Oregon 97141.

Agenda items include, but are not limited to, approval of the 2010-2011 budget, 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. 1000, at least 48 hours in advance.

DATE NOTICE PUBLISHED: Wednesday, June 16, 2010

TIME NOTICE PUBLISHED: 9:00 a.m.

ATTEST:

Jon Carnahan – President

TILLAMOOK BAY COMMUNITY COLLEGE

Notice Distribution

1. TBCC BOARD OF EDUCATION MEMBERS
2. TBCC PUBLIC BUDGET COMMITTEE MEMBERS
3. HEADLIGHT-HERALD NEWSPAPER
4. TBCC WEB SITE
5. TBCC ADMINISTRATORS AND STAFF
6. PORTLAND COMMUNITY COLLEGE PRESIDENT & LIAISON
7. ESD ADMINISTRATOR
8. OCCA EXECUTIVE DIRECTOR



Board of Education Meeting Agenda

Date:
Monday, June 21, 2010

Central Campus, Board Room #215
4301 Third Street, Oregon 97141

Time:
6:30 p.m.

Special Board Meeting on 2009-2010 Supplemental Budget

<u>Item Description</u>	<u>Resource</u>
1. Call to Order -----	Chairman Shaw
2. Approval of the Agenda ----- (Action)	Chairman Shaw
3. New Business:	
A. Public Hearing on 2009-2010 Supplemental Budget Resolutions -----	Chairman Shaw
4. Adjournment ----- (Action)	Chairman Shaw

<u>Item Description</u>	<u>Resource</u>
1. Call to Order • Acknowledge Guests -----	Chair Shaw
2. Approval of the Agenda ----- (Action)	Chair Shaw
3. Invitation of Public Comment -----	Chair Shaw
4. Approval of the June 7, 2010 Contract Review Board and Regular Meeting Minutes ----- (Action)	Chair Shaw
5. New Business:	
A. Approval of 2009-2010 Supplemental Budget Resolution----- (Action)	Comptroller Williams
B. Adoption of 2010-2011 Budget, Make Appropriations and Impose and Categorize Property Taxes ----- (Action)	Dean Ellison
C. Oregon State Revenue Forecast Impact on TBCC Resolution ----- (Action)	President Carnahan
6. Old Business:	
A. Sub-committee Report on South County Center Project -----	Chair Shaw
B. Board Member Vacancy -----	Chair Shaw
7. Standing Business:	
A. Board of Education Policy ----- (Action)	President Carnahan
8. Announcements and General Information -----	President Carnahan
9. Invitation of Public Comment -----	Chair Shaw
10. Board Member Discussion Items -----	Chair Shaw
11. Adjournment ----- (Action)	Chair Shaw



Board of Education Meeting Minutes

June 7, 2010

Central Campus, Board Room
4301 Third St., Tillamook, OR 97141

Directors Present: Steve Shaw, Ann Swain, Craig Wakefield, Bob Weitman and Rose Wharton

Directors Absent: Ruth Jensen and James McGinnis

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

Guests Present: Melita Hallock, ASTBCC President; Michele Burton, Pat Ryan, TBCC staff; Fred Bennett, retiring TBCC Faculty.

Call to Order:

Chair Shaw called the meeting to order at 6:30 p.m. and acknowledged guests.

Approval of Agenda:

Chair Shaw asked that Agenda Item 7.C, Retirement Resolution be moved to Item 4, following Approval of the Minutes, in order to allow Mr. Fred Bennett to depart the meeting. On approval of a motion by Director Wakefield and seconded by Director Wharton, it was resolved to approve the agenda as amended.

Invitation of Public Comment:

There was no public comment.

Approval of Minutes:

On approval of a motion by Director Wharton and seconded by Director Wakefield, it was resolved to approve the May 3, 2010 Regular meeting minutes as presented.

Retirement Resolution: (Item 4 MOVED FROM 7.C)

President Carnahan shared that Fred Bennett, long time faculty member, is retiring at the end of this school year and presented a resolution, as included in the Board packet, honoring Mr. Bennett's years of service and dedication. On approval of a motion by Director Wakefield and seconded by Director Weitman, it was resolved to approve the resolution as presented. President Carnahan then presented the signed resolution to Mr. Bennett, thanking him. President Carnahan then shared that Mr. Bennett will also be the keynote speaker at commencement this year.

Reports:

Oregon Community College Association: (Item 5.A)

President Carnahan reported that although neither he nor Director Swain had attended the OCCA Board meeting he had obtained a copy of the minutes and shared it had been a good meeting. Key topics had included the budget shortfall and impacts on community colleges; enrollment growth and caps; and capital construction plans. He also shared that he had met with Gubernatorial Candidate John Kitzhaber and had visited about possible plans for higher education should he be elected.

Financial Report: (Item 5.B)

Comptroller Williams presented the financial report as included in the Board packet. She noted that there will be a supplemental budget presented for adoption at the June 21, 2010 meeting.

Old Business:

Subcommittee Report on South County Center Project: (Agenda Item 6.A)

Chair Shaw gave an update on the South County Center Project, noting that the draft IGA had been sent to the Nestucca Valley School District for review. Although funding for the project has been budgeted, it is anticipated that the most recent budget news will impact construction progress. The subcommittee meeting has scheduled a meeting for Wednesday, June 9. Chair Shaw will provide a report on the meeting at the June 21, 2010 meeting.

Board Member Vacancy: (Item 6.B)

President Carnahan discussed the Board vacancy due to Director Jensen's resignation. Director Jensen represents Zone 3 and her term ends June 30, 2013. An appointment needs to be made of someone residing in that zone with an election required next spring to complete her term. President Carnahan shared that he had obtained a list of names from Zone 3 in hopes of finding a suitable candidate. Board members were encouraged to review the list and offer suggestions. President Carnahan added that he had two names he would like to approach soon with the plan of appointing someone at the June 21 meeting.

New Business:

2010-2011 Meeting Schedule: (Item 7.A)

President Carnahan shared the proposed meeting schedule as included in the Board packet. On approval of a motion by Director Wakefield and seconded by Director Swain, it was resolved to accept the proposed 2010-2011 meeting schedule as presented.

Election of 2010-2011 Board Officers: (Item 7.B)

President Carnahan shared it was time to elect Board Officers for the 2010-2011 year. After some discussion and a nomination by Director Swain, it was moved by Director Swain and seconded by Director Weitman to elect Director James McGinnis as 2010-2011 Board Chair and Director Steve Shaw as Vice Chair. Both will serve in these positions until June 30, 2011.

Retirement Resolution: (Item 7.C MOVED TO 4.A)

State Revenue Forecast: (Item 7.D)

President Carnahan shared that the State Revenue Forecast was not good in that the Governor is looking at 4.6% cross-the-board cuts over the next biennium which amounts to a nearly \$100,000 shortfall to TBCC. It is the staff's recommendation that the Board adopt the budget that was approved by the public budget committee earlier this month with the note to administration to make necessary adjustments by limiting spending which may mean putting a hold on constructing the North and South County Centers. A second and less favored option would be to use the College Contingency fund however, this option is not recommended due to the impact it could have on the next biennium's budget.

Standing Business:

Strategic Planning and Accreditation: (Item 8.A)

Dean Gates reported that we had received the written report from the Northwest Commission on Colleges and Universities' site visit in early May and as we had understood from their verbal report, all was good with six commendations and four recommendations (report included with the Board packet). President Carnahan added that in all his years of experience, he had never seen more commendations than recommendations and once again commended Dean Gates and the staff for a job well done.

Courses and Curricula: (Item 8.B)

Dean Gates shared that there were no additions or deletions of courses or curricula to report this month.

Grants and Contracts: (Item 8.C)

Dean Ellison shared that there were no grants or contracts to report this month.

Board of Education Policy: (Item 8.D)

Dean Ellison presented for second reading and approval Policy 202, College Safety, which makes changes to include the portions of Policy 306 addressing children and animals on campus. The remainder of Policy 306 will be covered under the Safety Manual which will be an Administrative Rule thus it is to be deleted. On approval of a motion by Director Wakefield and seconded by Director Weitman, it was resolved to approve the changes to Policy 202 and the deletion of Policy 306 as presented.

Dean Ellison then presented for first reading and review Appendices A-1, A-2, B-1, C-1 and C-3 which set pay grades, salaries and benefits according to the 2010-2011 approved budget. Second reading and approval is scheduled for the June 21st budget adoption meeting at 6:30 p.m.

Facilities: (Item 8.E)

Dean Ellison offered a report on the Central Campus, sharing that work is still on-going to close out the new campus including work on the HVAC system. A meeting with the project manager, architect and the construction company is set for this week. He also stated that the new facility has been in great demand for meeting use and plans are in place to begin charging for use effective July 1, 2010.

Capital Construction Projects: (Item 8.F)

President Carnahan shared information on the draft Intergovernmental Agreement (IGA) for both Neah-Kah-Nie and Nestucca Valley School Districts for the new centers. He also noted that the plans for an OSU Open Campus building were picking up steam. Tillamook and Crook Counties are both test counties for open campuses and plans are being discussed to build an 18,000 sq. ft. facility on TBCC property near the new campus.

Personnel: (Item 8.G)

President Carnahan presented a Presidential Succession Plan to help identify a potential successor to the position of College President as included in the Board Packet and addressed questions and concerns. He asked the Board to approve the plan and give him permission to move forward. Director Wakefield expressed his enthusiastic support with the agreement of the others present. On approval of a motion by Director Wakefield and seconded by Director Swain, it was resolved to approve the Presidential Succession Plan as presented and grant President Carnahan permission to proceed accordingly.

President Carnahan also shared that the Business Office Specialist position had been filled by Ms. Linda Arcand and the SBDC/EDC Business Counselor is still vacant; however, interviews are scheduled this week.

Announcements and General Information: (Item 9)

President Carnahan reminded the Board of the following events:

- Graduation – Friday, June 11, 7:00 pm at the Tillamook Nazarene Church on Third Street.
- Budget Adoption Meeting, Monday, June 21, 2010 at 6:30 p.m. President Carnahan stressed that it was important that a quorum be present at this meeting in or order to adopt the budget.

Invitation of Public Comment: (Item 10)

President Carnahan noted that this would be Ms. Melita Hallock's last meeting as ASTBCC President as she will be graduating this year. He thanked her for her energy, enthusiasm and hard work during her time at TBCC and wished her well in her future endeavors.

Board Member Discussion Items: (Item 11)

There was no discussion.

Adjournment

On approval of a motion by Director Weitman and seconded by Director Wakefield, it was resolved to adjourn. Chair Shaw adjourned the meeting at 7:45 p.m.

Respectfully submitted,
President Jon Carnahan, Clerk of the Board



Board of Education Contract Review Board Meeting Minutes

June 7, 2010

Central Campus, Board Room
4301 Third St., Tillamook, OR 97141

Directors Present: Steve Shaw, Ann Swain, Craig Wakefield, and Rose Wharton
Directors Absent: Ruth Jensen, James McGinnis, and Bob Weitman
Staff Present: Jon Carnahan, Lori Gates, Ron Ellison, and Sue Owens
Guests Present: John O. Henri, J.J. Henri Co.

Call to Order:

Chair Shaw called the meeting to order at 6:03 p.m. and acknowledged guests.

Approval of Agenda:

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

Invitation of Public Comment:

There was no public comment.

New Business:

Resolution 2009-2010 #4: (Item 4.A)

President Carnahan presented Resolution 2009-2010 #4, noting that based on the findings outlined in the Board packet, staff recommends that the Tillamook Bay Community College Board of Directors, serving as TBCC's Local Contract Review Board, approve the findings, exempting the New Satellite Campus Projects from competitive bidding requirements, and direct staff to utilize a qualification based proposal method as an alternative contracting method for construction.

On approval of a motion by Director Wakefield and seconded by Director Swain, it was resolved to Resolution 2009-2010 #4 as stated.

Adjournment

Chair Shaw adjourned the meeting at 6:05 p.m.

Respectfully submitted,
President Jon Carnahan, Clerk of the Board

Adopt Supplemental Budget Resolution to Amend FY 2009-2010 Adopted Budget

RECOMMENDATION

Approve and authorize the Board Chair to sign Budget Resolution 2009-2010 #5 to adopt a supplemental budget to amend the FY 2009-2010 Adopted Budget.

BACKGROUND INFORMATION----- Comptroller Williams

The following appropriation increases and transfers will be made to the 2009-2010 Adopted Budget upon receiving board approval:

- General Fund

Local Sources increased by \$22,900 due to receipt of funds from Tillamook County General Hospital for the nursing program expenses.

Tuition & Fees increased by \$101,290 due to an unanticipated enrollment growth.

Transfers In increased by \$10,222 primarily due to an agreement with Tillamook School District for instruction at Oregon Youth Authority and dissolving the Oregon Community Foundation(OCF) Fund and IWEB Connections Grant(IWEB) Fund.

Instruction increased by \$160,128 in personal services to support enrollment growth primarily in Lower Division Credit.

Plant Operations and Maintenance increased by \$23,128 in personal services to support the opening of the new campus that were not directly related to the capital project.

Transfers Out increased by \$1,156 to support ASTBCC based on enrollment growth.

Contingency decreased by \$50,000.

- Special Fund

Beginning Fund Balance increased by \$6,422 due to funds not spent in a prior year.

Federal Sources increased by \$8,000 due to an unanticipated grant to receive equipment.

Local Sources increased by \$38,655 due to an agreement with Tillamook School District for instruction at Oregon Youth Authority(OYA).

Instruction increased by \$20,463 in personal services to support instruction at OYA and reallocate EDC expenses.

Instructional Support increased by \$14,392 in personal services to support reallocated EDC expenses and increased by \$8,000 in capital outlay for equipment.

Transfers Out increased by \$10,222 to support the OYA agreement administrative expenses and dissolve the OCF and IWEB funds.

- Enterprise Fund

Beginning Fund Balance increased by \$3500 due to funds not spent in a prior year.

Other Sources increased by \$21,175 due to enrollment growth causing higher than anticipated book sales and establishing the new Culinary Program Kiosk and Vending Machine.

Student Services increased by \$29,675 in materials and services to support textbooks for resale and Culinary Program Kiosk and Vending Machine expenses.

Contingency decreased by \$5,000.

- Agency Fund

Transfers In increased by \$1,156 due to increased ASTBCC funding support based on enrollment.

Student Services increased by \$1,156 in materials and services to support ASTBCC activities.



RESOLUTION NO. 2009-2010 #5

RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET FOR FISCAL YEAR 2009-10 AND MAKING APPROPRIATIONS

THE BOARD OF DIRECTORS FINDS AS FOLLOWS:

1. A supplemental budget is required in the General Fund, Special Fund, Enterprise Fund, and Agency Fund for expenses that were not anticipated in the regular budget preparation process for fiscal year 2009-10.
2. The unanticipated expenditures have primarily arisen due to unanticipated enrollment growth, federal grants, and local contracts.
3. The Instruction expense category needs additional appropriation authority of \$160,128, the Plant Operations and Maintenance expense category needs additional appropriation authority of \$23,128, and the Transfers Out expense category needs additional appropriation authority of \$1,156, and the Contingency expense category will be reduced by \$50,000 in the General Fund.
4. The Instruction expense category needs additional appropriation authority of \$20,463, the Instructional Support expense category needs additional appropriation authority of \$22,392, and the Transfers Out expense category needs additional appropriation authority of \$10,222 in the Special Fund.
5. The Student Services expense category needs additional appropriation authority of \$29,675 and the Contingency expense category will be reduced by \$5,000 in the Enterprise Fund.
6. The Students Services expense category needs additional appropriation authority of \$1,156 in the Agency Fund.
7. The Notice of Supplemental Hearing at which the supplemental budget will be presented was published as required by ORS 294.480.
8. When the supplemental budget is ten (10) percent or more of any fund being adjusted, as provided for in ORS 294.480(4). Budget committee participation is not required. After a special hearing, the Board of Directors may adopt the supplemental budget and make appropriations to authorize the additional expenditures at a regular meeting of the governing body.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF TILLAMOOK BAY COMMUNITY COLLEGE

The Board of Directors hereby adopts the supplemental budget, pursuant to ORS 294.480(4), increasing appropriations in the fiscal year 2009-10 budget as follows:

<u>GENERAL FUND</u>	<u>ORIGINAL BUDGET</u>	<u>THIS SUPPLEMENTAL</u>	<u>REVISED BUDGET</u>
RESOURCES:			
Local Sources	1,166,926	22,900	1,189,826
Tuition & Fees	706,988	101,290	808,278
Transfers In	<u>77,095</u>	<u>10,222</u>	<u>87,317</u>
Total Resources	<u>\$1,951,009</u>	<u>\$134,412</u>	<u>\$2,085,421</u>
REQUIREMENTS:			
Instruction	909,405	160,128	1,069,533
Plant Operations and Maintenance	276,972	23,128	300,100
Transfers Out	345,081	1,156	346,237
Contingency	<u>524,045</u>	<u>(50,000)</u>	<u>474,045</u>
Total Appropriations/Requirements	<u>\$2,055,503</u>	<u>\$134,412</u>	<u>\$2,189,915</u>

<u>SPECIAL FUND</u>	<u>ORIGINAL BUDGET</u>	<u>THIS SUPPLEMENTAL</u>	<u>REVISED BUDGET</u>
RESOURCES:			
Beginning Fund Balance	\$160,204	6,422	\$166,626
Federal Sources	142,318	8,000	150,318
Local Sources	<u>99,615</u>	<u>38,655</u>	<u>138,270</u>
Total Resources	<u>\$402,137</u>	<u>\$53,077</u>	<u>\$455,214</u>

REQUIREMENTS:			
Instruction	356,343	20,463	376,806
Instructional Support	217,948	22,392	240,340
Transfers Out	<u>20,965</u>	<u>10,222</u>	<u>31,187</u>
Total Appropriations/Requirements	<u>\$595,256</u>	<u>\$53,077</u>	<u>\$648,333</u>

ENTERPRISE FUND

RESOURCES:			
Beginning Fund Balance	49,803	3,500	53,303
Other Sources	<u>150,750</u>	<u>21,175</u>	<u>171,925</u>
Total Resources	<u>\$200,553</u>	<u>\$24,675</u>	<u>\$225,228</u>

REQUIREMENTS:			
Student Services	149,581	29,675	179,256
Contingency	<u>5,000</u>	<u>(5,000)</u>	<u>0</u>
Total Appropriations/Requirements	<u>\$154,581</u>	<u>\$24,675</u>	<u>\$179,256</u>

AGENCY FUND

RESOURCES:			
Transfers In	<u>5,081</u>	<u>1,156</u>	<u>6,237</u>
Total Resources	<u>\$5,081</u>	<u>\$1,156</u>	<u>\$6,237</u>

REQUIREMENTS:			
Student Services	<u>9,730</u>	<u>1,156</u>	<u>10,886</u>
Total Appropriations/Requirements	<u>\$9,730</u>	<u>\$1,156</u>	<u>\$10,886</u>

ADOPTED by the Board of Directors of TBCC this 21st day of June, 2010.

Steve Shaw, Board of Education Chair

ATTEST by TBCC President this 21st day of June, 2010.

Jon Carnahan, Tillamook Bay Community College President

Adoption of 2010-2011 Budget, Make Appropriations and Impose and Categorize Property Taxes

RECOMMENDATION

Approve and authorize the Board Chair to sign Budget Resolutions 2010-2011 No.1 through 3 to adopt the 2010-2011 Budget, make appropriations, and impose and categorize property taxes.

BACKGROUND INFORMATION----- Dean Ellison

The following material changes have been made to the budget since we received budget committee approval:

- General Fund

General Fund resources decreased overall by \$81,060 due to a decrease in the state budget appropriation resulting from implementation of an across-the-board cut of 9% to state agencies including community colleges in the 2009-2011 biennium. This reduction was reduced in small part by a \$4.7k increase in revenue in interfund transfers.

Student Services requirements decreased by \$11,481.

This change represents an overall decrease in funding for personal services costs as a result of a reorganization of Enrollment Services.

College Support requirements decreased by \$2,231.

This decrease represents a change in funding for personal services costs as a result an employee transfer and a new hire replacement.

Plant Operations and Maintenance requirements increased by \$5,907.

This increase represents a change in funding for personal services costs for hourly 'on-call' support.

Board Operating Contingency decreased by \$73,255 in order to balance the budget.

With this decrease, the contingency remains at approximately 16% of budgeted requirements – this adjusted amount is deemed to be sufficient and reasonable in view of the current fiscal challenges being faced in the local and state economies.

- Special Fund

Special Fund resources increased overall by \$42,344 due to an increase in Federal Source transfer payments for the Career Readiness Certificate and Perkins Grant. In FY2010-2011, TBCC will become the fiscal agent for Perkins Grant monies in Tillamook County.

Instruction requirements increased by \$13,307.

This net increase is primarily due to an increase in Federal Source transfer payments for Career Readiness Certificate Collaboration and Implementation.

Instructional Support requirements increased by \$24,376.

This increase represents increased personal services and materials and services funded by a Federal Source transfer payment for the Perkins Grant.

Fund Transfers Out increased by \$4,661.

This increase represents transfers to the General Fund for PERS debt service related to increases in personal services in the Special Fund and for administrative support costs incurred as fiscal agent for the Perkins Grant.

- Financial Aid Fund

Financial Aid Fund resources remain unchanged from the amounts approved by the Budget Committee.

Financial Aid requirements increased by \$23,447.

This increase represents disbursement of funds received from the College Foundation and external scholarships.

Ending Fund Balance decreased by \$23,447.

The decrease in ending fund balance reflects disbursement of scholarship funds with no change in budgeted resources.



**2010-2011 RESOLUTION 1
ADOPTING THE BUDGET**

BE IT RESOLVED, that the Board of Education of the Tillamook Bay Community College District hereby adopts the budget for fiscal year 2010-2011 in the sum of \$10,690,892 now on file at the District administrative offices in Tillamook, Oregon.

**2010-2011 RESOLUTION 2
MAKING APPROPRIATIONS**

BE IT RESOLVED, that the amounts for the fiscal year beginning July 1, 2010, and for the purposes shown below are hereby appropriated as follows:

General Fund

Instruction	\$ 1,015,308
Instructional Support	378,626
Student Services	290,657
College Support	1,160,226
Plant Operation & Maintenance	413,112
Fund Transfers Out	346,600
Board Operating Contingency	<u>575,289</u>
TOTAL GENERAL FUND	<u>\$4,179,818</u>

Special Fund

Instruction	\$ 163,611
Instructional Support	243,483
Student Services	4,675
Plant Operation & Maintenance	2,750
Short-term Loan Repayment	65,625
Fund Transfers Out	<u>68,148</u>
TOTAL SPECIAL FUND	<u>\$ 548,292</u>

Agency Fund

Student Services	\$ 7,900
Financial Aid	<u>5,200</u>
TOTAL AGENCY FUND	<u>\$ 13,100</u>

Debt Service Fund

College Support	\$ 1,600
Debt Service	736,003
TOTAL DEBT SERVICE FUND	<u>\$ 737,603</u>

Capital Projects Fund

Plant Additions	\$ 960,000
Fund Transfers Out	<u>4,428</u>
TOTAL CAPITAL PROJECTS FUND	<u>\$964,428</u>

Enterprise Fund

Instruction	\$ 13,075
Student Services	172,122
Short-term Loan Repayment	4,000
Fund Transfers Out	3,924
Contingency	<u>3,500</u>
TOTAL ENTERPRISE FUND	<u>\$ 196,621</u>

<u>Financial Aid Fund</u>	
Financial Aid	\$ 257,922
TOTAL FINANCIAL AID FUND	<u>\$ 257,922</u>

TOTAL APPROPRIATIONS ALL FUNDS \$6,897,784

Amounts not appropriated:

<u>Capital Projects Fund</u> – Ending Fund Balance	\$1,280,572
<u>Special Fund</u> – Ending Fund Balance	6,791
<u>Special Fund</u> – Reserves	2,357,900
<u>Agency Fund</u> – Ending Fund Balance	850
<u>Enterprise Fund</u> – Ending Fund Balance	35,632
<u>Debt Service Fund</u> – Ending Fund Balance	4,810
<u>Financial Aid Fund</u> – Ending Fund Balance	106,553

**2010-2011 RESOLUTION 3
IMPOSING AND CATEGORIZING TAXES**

BE IT RESOLVED, that the Board of Education of the Tillamook Bay Community College District hereby levies the taxes provided for in the adopted budget at the rate of \$0.2636 per \$1,000 of assessed value for operations and in the amount of \$613,227 for bonds; and that these taxes are hereby imposed and categorized for fiscal year 2010-2011 upon the assessed value of all taxable property within the district.

	EDUCATION LIMITATION	EXCLUDED FROM LIMITATION
General Fund	\$0.2636/\$1,000	
Debt Service Fund		\$613,227

The above 2010-2011 Resolutions 1, 2, and 3 were approved and declared adopted this 21st day of June, 2010.

Chairperson, Board of Education
Tillamook Bay Community College

Attest:

Clerk of Board

RESOLUTION 2009-2010 #6

IMPACT OF OREGON STATE REVENUE FORECAST MAY 25, 2010 ON TILLAMOOK BAY COMMUNITY COLLEGE'S 2010-2011 ADOPTED BUDGET

RECOMMENDATION

Approve and authorize the Board Chair to sign Budget Resolution 2009-2010 #6.

BACKGROUND INFORMATION----- President Carnahan

As shared at the June 7 Board of Education meeting, State Economist Tom Potiowsky recently delivered a quarterly economic forecast forecasting an additional \$577 million shortfall to the current biennium.

Driving the dip in state revenue were the final payments in the April tax season, which were the worst on record. Responding the forecast, Governor Ted Kulongoski held a press conference to announce that he is implementing an across-the-board cut of 4.5% to all state agencies. Since we are in the last year of the biennium this results in a 9% reduction of the current year allocation to state agencies, including K-12, higher education, and community colleges.

The magnitude of this revenue shortfall was unexpected, said Tom Potiowsky. However, he made it clear that the current forecast is a "hopeful forecast"-not one of gloom. Two-thirds of the current shortfall was generated in '09. Simply put, economically, '09 was worse than anyone thought. The report contained some optimistic information. The consensus is that the recession is over. Unemployment in the nation and in Oregon continues to decline and Oregon's exports increased 41.2% in the 1st quarter compared to the same period last year. We are now witnessing a V shaped recovery in other parts of the world, stronger growth in total factory productivity, and consumers are more optimistic. The downside is that job growth will be slower than during past post recessionary periods and housing starts will remain weak.

As provided under ORS 291.261, the Governor announced his plans to take action by exercising the allotment authority to reduce state agency spending for public services by approximately \$560 million to rebalance the budget in alignment with today's forecast. As required by state law, this reduction will be equally distributed among state agency budgets and schools. At this time, the Department of Administrative Services is estimating the reduction will equate to about 9.0 percent of each agency's budget for the remaining 12 months of the biennium.

Given the new forecast and the governor's response, it will be several months before the legislative revenue office and the office of economic analysis accurately pinpoint the final ending balance for this biennium.

RESOLUTION 2009-2010 #6

IMPACT OF OREGON STATE REVENUE FORECAST MAY 25, 2010 ON TILLAMOOK BAY COMMUNITY COLLEGE'S 2010-2011 ADOPTED BUDGET

WHEREAS, on May 25, 2010, the Oregon State Economist delivered a quarterly economic forecast that projected a \$577 million shortfall in the current biennium.

WHEREAS, Governor Kulongoski announced an across-the-board cut of 4.59% to all State agency biennium budgets however, due to the fact that we have one year remaining in this biennium, the effective reduction exceeds 9% from the current year's allocation.

WHEREAS, the reduction from the Community College Support Fund is \$20,448,120 spread among all seventeen community colleges with Tillamook Bay Community College's share being approximately \$85,721.

WHEREAS, there are a number of issues to still be resolved in determining the exact reduction such as: calculating the shortfall through the Community College Support Fund distribution formula verses equal percentage cuts to each community college; a special session of the Oregon Legislature to adjust individual State agency budgets; Federal Funds to backfill State shortfalls; and future quarterly revenue forecasts for the State of Oregon.

THEREFORE, the Board of Education of Tillamook Bay Community College directs the College President to limit expenditures of the adopted 2010-2011 budget in the amount of the projected State shortfall from the Community College Support Fund to include delaying the expenditure of funds to operate the North and South Centers which may cause further delay in construction. The budgeted operating costs for the two centers is \$82,500 for half of FY 2010-2011.

FURTHER, the Board of Education directs the College President to continue to monitor both State and local resources that may offset the State shortfall thereby limiting the further delay of beginning construction of North and South County Centers.

The College continues to be committed to improved services in North and South County and has reserved bond proceeds of \$960,000 for Capital Construction and technology to improve educational access; however, these new centers also require additional operating funds for instruction and curriculum enhancements from the College's General Fund.

The College has prepared an Intergovernmental Agreement which includes a leaseback agreement for review and approval by Neah-Kah-Nie and Nestucca Valley School Districts for the location of the centers on their premises. The Board of Education has further held the required public hearing to adopt the

Alternative Contracting Method for selection of a contractor following a Request for Proposal. The College will also continue work to identify instructional delivery methods through the use of technology throughout the county and begin the initial site work on the identified sites so as to enhance the time to complete the projects once the projects begin.

THEREFORE be it resolved that Tillamook Bay Community College is committed to its fiscal responsibility and providing educational opportunity for as many citizens of Tillamook County as is possible. Further the College continues its promise and obligation to the citizens of Tillamook County that it will provide increased access and opportunities to the reaches of our county based on available resources.

ADOPTED by the Board of Directors of Tillamook Bay Community College this 21st day of June, 2010.

Steve Shaw, Board of Education Chair

ATTEST by TBCC President this 21st day of June, 2010.

Jon Carnahan, Tillamook Bay Community College President

Board of Education Policyⁱ

RECOMMENDATION

Second reading and approval of Appendices A-1, A-2, B-1, C-1 and C-3.

BACKGROUND INFORMATION ----- President Carnahan

Second reading and approval of Appendices A-1, A-2, B-1, C-1 and C-3 which set pay grades, salaries and benefits according to the 2010-2011 approved budget.

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

NON-FACULTY SALARY GRADES

Article No.: Appendix A - 1

Approved: *Pending*

Reference:

2009 – 2010 2010-2011 Executive and Management Staff Salary Grades (Exempt)

GRADE	POSITION TITLE
30	Dean of Instructional and Student Services
29	Dean of Administrative Services
22	Comptroller
22	Director, Career, Technical and Workforce Education
22	Director, Enrollment Management and Student Services
22	Director, Library
22	Director, Professional Technical Education
22	Director, Skills Development Center
22	Director, Community Economic Development and Small Business Development Center
20	Coordinator, Institutional Research
17	Academic Advisor
17	Coordinator, Literacy Program
17	Information Technology Coordinator

2009 – 2010 2010-2011 Professional Support Staff Salary Grades (Non-Exempt)

GRADE	POSITION TITLE
13	Admissions Advisor/Enrollment Specialist
13	Community Education Coordinator
13	Course Information Specialist
13	Custodial/Evening Coordinator
13	Executive Secretary
13	Facilities Maintenance Specialist
13	Financial Aid Advisor/Enrollment Specialist
13	Information Technology Assistant
13	Instructional Support Specialist
13	Literacy Program Specialist
10	Business Office Specialist
10	Pathways Specialist
10	Secretary
10	TOPS Accountability Specialist
9	Small Business Development Center Assistant
6	Library Assistant
6	Math Lab Learning Center Assistant
3	Custodian/Security Specialist



2009 - 2010 STAFF SALARY SCHEDULE

Article No.: Appendix A-2

Approved: June 23, 2009

Reference:

TILLAMOOK BAY COMMUNITY COLLEGE														
2009-2010 Regular Full-Time & Regular Part-Time Faculty Salary Schedule*														
Step														Calculated
Grade														Midpoint
	1	2	3	4	5	6	7	8	9	10	11	12	13	
1	\$17,208	\$17,740	\$18,289	\$18,838	\$19,403	\$19,985	\$20,585	\$21,202	\$21,838	\$22,493	\$23,168	\$23,863	\$24,579	\$20,894
2	\$18,069	\$18,628	\$19,204	\$19,780	\$20,373	\$20,984	\$21,614	\$22,262	\$22,930	\$23,618	\$24,327	\$25,056	\$25,808	\$21,938
3	\$18,972	\$19,559	\$20,164	\$20,769	\$21,392	\$22,034	\$22,695	\$23,375	\$24,077	\$24,799	\$25,543	\$26,309	\$27,098	\$23,035
4	\$19,921	\$20,537	\$21,172	\$21,807	\$22,461	\$23,135	\$23,829	\$24,544	\$25,280	\$26,039	\$26,820	\$27,625	\$28,453	\$24,187
5	\$20,917	\$21,564	\$22,231	\$22,898	\$23,584	\$24,292	\$25,021	\$25,771	\$26,545	\$27,341	\$28,161	\$29,006	\$29,876	\$25,396
6	\$21,963	\$22,642	\$23,342	\$24,042	\$24,764	\$25,507	\$26,272	\$27,060	\$27,872	\$28,708	\$29,569	\$30,456	\$31,370	\$26,666
7	\$23,061	\$23,774	\$24,509	\$25,245	\$26,002	\$26,782	\$27,585	\$28,413	\$29,265	\$30,143	\$31,048	\$31,979	\$32,938	\$28,000
8	\$24,214	\$24,963	\$25,735	\$26,507	\$27,302	\$28,121	\$28,965	\$29,834	\$30,729	\$31,650	\$32,600	\$33,578	\$34,585	\$29,400
9	\$25,424	\$26,211	\$27,021	\$27,832	\$28,667	\$29,527	\$30,413	\$31,325	\$32,265	\$33,233	\$34,230	\$35,257	\$36,315	\$30,870
10	\$26,696	\$27,521	\$28,373	\$29,224	\$30,100	\$31,003	\$31,934	\$32,892	\$33,878	\$34,895	\$35,941	\$37,020	\$38,130	\$32,413
11	\$28,030	\$28,897	\$29,791	\$30,685	\$31,605	\$32,554	\$33,530	\$34,536	\$35,572	\$36,639	\$37,739	\$38,871	\$40,037	\$34,034
12	\$29,432	\$30,342	\$31,281	\$32,219	\$33,186	\$34,181	\$35,207	\$36,263	\$37,351	\$38,471	\$39,625	\$40,814	\$42,039	\$35,735
13	\$30,904	\$31,859	\$32,845	\$33,830	\$34,845	\$35,890	\$36,967	\$38,076	\$39,218	\$40,395	\$41,607	\$42,855	\$44,141	\$37,522
14	\$32,449	\$33,452	\$34,487	\$35,522	\$36,587	\$37,685	\$38,815	\$39,980	\$41,179	\$42,415	\$43,687	\$44,998	\$46,348	\$39,398
15	\$34,071	\$35,125	\$36,211	\$37,298	\$38,417	\$39,569	\$40,756	\$41,979	\$43,238	\$44,535	\$45,871	\$47,248	\$48,665	\$41,368
16	\$35,775	\$36,881	\$38,022	\$39,163	\$40,337	\$41,548	\$42,794	\$44,078	\$45,400	\$46,762	\$48,165	\$49,610	\$51,098	\$43,437
17	\$37,564	\$38,725	\$39,923	\$41,121	\$42,354	\$43,625	\$44,934	\$46,282	\$47,670	\$49,100	\$50,573	\$52,090	\$53,653	\$45,608
18	\$39,442	\$40,662	\$41,919	\$43,177	\$44,472	\$45,806	\$47,180	\$48,596	\$50,054	\$51,555	\$53,102	\$54,695	\$56,336	\$47,889
19	\$41,414	\$42,695	\$44,015	\$45,336	\$46,696	\$48,096	\$49,539	\$51,026	\$52,556	\$54,133	\$55,757	\$57,430	\$59,153	\$50,283
20	\$43,484	\$44,829	\$46,216	\$47,602	\$49,030	\$50,501	\$52,016	\$53,577	\$55,184	\$56,840	\$58,545	\$60,301	\$62,110	\$52,797
21	\$45,659	\$47,071	\$48,527	\$49,982	\$51,482	\$53,026	\$54,617	\$56,256	\$57,943	\$59,682	\$61,472	\$63,316	\$65,216	\$55,437
22	\$47,942	\$49,424	\$50,953	\$52,482	\$54,066	\$55,678	\$57,348	\$59,068	\$60,840	\$62,666	\$64,546	\$66,482	\$68,477	\$58,209
23	\$50,339	\$51,896	\$53,501	\$55,106	\$56,759	\$58,462	\$60,215	\$62,022	\$63,883	\$65,799	\$67,773	\$69,806	\$71,900	\$61,120
24	\$52,856	\$54,490	\$56,176	\$57,861	\$59,597	\$61,385	\$63,226	\$65,123	\$67,077	\$69,089	\$71,162	\$73,296	\$75,495	\$64,175
25	\$55,498	\$57,215	\$58,984	\$60,754	\$62,577	\$64,454	\$66,387	\$68,379	\$70,430	\$72,543	\$74,720	\$76,961	\$79,270	\$67,384
26	\$58,273	\$60,076	\$61,934	\$63,792	\$65,705	\$67,677	\$69,707	\$71,798	\$73,952	\$76,171	\$78,456	\$80,809	\$83,234	\$70,753
27	\$61,187	\$63,079	\$65,030	\$66,981	\$68,991	\$71,060	\$73,192	\$75,388	\$77,650	\$79,979	\$82,378	\$84,850	\$87,395	\$74,291
28	\$64,246	\$66,233	\$68,282	\$70,330	\$72,440	\$74,613	\$76,852	\$79,157	\$81,532	\$83,978	\$86,497	\$89,092	\$91,765	\$78,006
29	\$67,459	\$69,545	\$71,696	\$73,847	\$76,062	\$78,344	\$80,694	\$83,115	\$85,609	\$88,177	\$90,822	\$93,547	\$96,353	\$81,906
30	\$70,832	\$73,022	\$75,281	\$77,539	\$79,865	\$82,261	\$84,729	\$87,271	\$89,889	\$92,586	\$95,363	\$98,224	\$101,171	\$86,001
31	\$74,373	\$76,673	\$79,045	\$81,416	\$83,859	\$86,374	\$88,966	\$91,635	\$94,384	\$97,215	\$100,132	\$103,135	\$106,230	\$90,301
32	\$78,092	\$80,507	\$82,997	\$85,487	\$88,052	\$90,693	\$93,414	\$96,216	\$99,103	\$102,076	\$105,138	\$108,292	\$111,541	\$94,816
33	\$81,996	\$84,532	\$87,147	\$89,761	\$92,454	\$95,228	\$98,085	\$101,027	\$104,058	\$107,180	\$110,395	\$113,707	\$117,118	\$99,557
34	\$86,096	\$88,759	\$91,504	\$94,249	\$97,077	\$99,989	\$102,989	\$106,078	\$109,261	\$112,539	\$115,915	\$119,392	\$122,974	\$104,535
35	\$90,401	\$93,197	\$96,079	\$98,962	\$101,931	\$104,989	\$108,138	\$111,382	\$114,724	\$118,166	\$121,710	\$125,362	\$129,123	\$109,762
*Market Level Schedule per PSCP Study. Employees over market held constant.														
INSURANCE BENEFIT AMOUNT														
	Full-time	\$1,070.00		per month										
	Part-time	\$1,070.00		per month	(prorated based on actual FTE)									
INSURANCE OPT-OUT BASE AMOUNT														
(Stipend is calculated as the base amount less the monthly premium amount for the least-cost single-party health insurance plan offered by the College)														
	Full-Time	\$1,070.00		per month										
	Part-Time	\$1,070.00		per month	(stipend for part-time employment is prorated based on actual FTE)									



2010-2011 STAFF SALARY SCHEDULE

Article No.: Appendix A-2

Approved: Pending

Reference:

TILLAMOOK BAY COMMUNITY COLLEGE														
2010-2011 Regular Full-Time & Regular Part-Time Faculty Salary Schedule*														
Step														
Grade														Calculated
	1	2	3	4	5	6	7	8	9	10	11	12	13	Midpoint
1	\$17,811	\$18,361	\$18,929	\$19,497	\$20,082	\$20,685	\$21,305	\$21,944	\$22,603	\$23,281	\$23,979	\$24,698	\$25,439	\$21,625
2	\$18,701	\$19,279	\$19,876	\$20,472	\$21,086	\$21,719	\$22,370	\$23,041	\$23,733	\$24,445	\$25,178	\$25,933	\$26,711	\$22,706
3	\$19,636	\$20,243	\$20,870	\$21,496	\$22,141	\$22,805	\$23,489	\$24,194	\$24,919	\$25,667	\$26,437	\$27,230	\$28,047	\$23,842
4	\$20,618	\$21,256	\$21,913	\$22,570	\$23,248	\$23,945	\$24,663	\$25,403	\$26,165	\$26,950	\$27,759	\$28,592	\$29,449	\$25,034
5	\$21,649	\$22,318	\$23,009	\$23,699	\$24,410	\$25,142	\$25,896	\$26,673	\$27,474	\$28,298	\$29,147	\$30,021	\$30,922	\$26,285
6	\$22,731	\$23,434	\$24,159	\$24,884	\$25,630	\$26,399	\$27,191	\$28,007	\$28,847	\$29,713	\$30,604	\$31,522	\$32,468	\$27,600
7	\$23,868	\$24,606	\$25,367	\$26,128	\$26,912	\$27,719	\$28,551	\$29,407	\$30,290	\$31,198	\$32,134	\$33,098	\$34,091	\$28,980
8	\$25,061	\$25,836	\$26,635	\$27,434	\$28,258	\$29,105	\$29,978	\$30,878	\$31,804	\$32,758	\$33,741	\$34,753	\$35,796	\$30,429
9	\$26,314	\$27,128	\$27,967	\$28,806	\$29,670	\$30,561	\$31,477	\$32,422	\$33,394	\$34,396	\$35,428	\$36,491	\$37,586	\$31,950
10	\$27,630	\$28,485	\$29,366	\$30,247	\$31,154	\$32,089	\$33,051	\$34,043	\$35,064	\$36,116	\$37,199	\$38,315	\$39,465	\$33,547
11	\$29,012	\$29,909	\$30,834	\$31,759	\$32,712	\$33,693	\$34,704	\$35,745	\$36,817	\$37,922	\$39,059	\$40,231	\$41,438	\$35,225
12	\$30,462	\$31,404	\$32,376	\$33,347	\$34,347	\$35,378	\$36,439	\$37,532	\$38,658	\$39,818	\$41,012	\$42,243	\$43,510	\$36,986
13	\$31,985	\$32,974	\$33,994	\$35,014	\$36,065	\$37,146	\$38,261	\$39,409	\$40,591	\$41,809	\$43,063	\$44,355	\$45,685	\$38,835
14	\$33,584	\$34,623	\$35,694	\$36,765	\$37,868	\$39,004	\$40,174	\$41,379	\$42,621	\$43,899	\$45,216	\$46,573	\$47,970	\$40,777
15	\$35,264	\$36,354	\$37,479	\$38,603	\$39,761	\$40,954	\$42,183	\$43,448	\$44,752	\$46,094	\$47,477	\$48,901	\$50,368	\$42,816
16	\$37,027	\$38,172	\$39,353	\$40,533	\$41,749	\$43,002	\$44,292	\$45,620	\$46,989	\$48,399	\$49,851	\$51,346	\$52,887	\$44,957
17	\$38,878	\$40,081	\$41,320	\$42,560	\$43,837	\$45,152	\$46,506	\$47,902	\$49,339	\$50,819	\$52,343	\$53,914	\$55,531	\$47,205
18	\$40,822	\$42,085	\$43,386	\$44,688	\$46,029	\$47,409	\$48,832	\$50,297	\$51,805	\$53,360	\$54,960	\$56,609	\$58,308	\$49,565
19	\$42,863	\$44,189	\$45,556	\$46,922	\$48,330	\$49,780	\$51,273	\$52,811	\$54,396	\$56,028	\$57,708	\$59,440	\$61,223	\$52,043
20	\$45,006	\$46,398	\$47,833	\$49,268	\$50,746	\$52,269	\$53,837	\$55,452	\$57,116	\$58,829	\$60,594	\$62,412	\$64,284	\$54,645
21	\$47,257	\$48,718	\$50,225	\$51,732	\$53,284	\$54,882	\$56,529	\$58,225	\$59,971	\$61,770	\$63,624	\$65,532	\$67,498	\$57,378
22	\$49,620	\$51,154	\$52,736	\$54,318	\$55,948	\$57,626	\$59,355	\$61,136	\$62,970	\$64,859	\$66,805	\$68,809	\$70,873	\$60,246
23	\$52,101	\$53,712	\$55,373	\$57,034	\$58,745	\$60,508	\$62,323	\$64,193	\$66,118	\$68,102	\$70,145	\$72,249	\$74,417	\$63,259
24	\$54,706	\$56,398	\$58,142	\$59,886	\$61,683	\$63,533	\$65,439	\$67,402	\$69,424	\$71,507	\$73,652	\$75,862	\$78,138	\$66,422
25	\$57,441	\$59,217	\$61,049	\$62,880	\$64,767	\$66,710	\$68,711	\$70,772	\$72,896	\$75,082	\$77,335	\$79,655	\$82,045	\$69,743
26	\$60,313	\$62,178	\$64,101	\$66,024	\$68,005	\$70,045	\$72,147	\$74,311	\$76,540	\$78,837	\$81,202	\$83,638	\$86,147	\$73,230
27	\$63,329	\$65,287	\$67,306	\$69,326	\$71,405	\$73,547	\$75,754	\$78,027	\$80,367	\$82,778	\$85,262	\$87,820	\$90,454	\$76,891
28	\$66,495	\$68,552	\$70,672	\$72,792	\$74,976	\$77,225	\$79,542	\$81,928	\$84,386	\$86,917	\$89,525	\$92,211	\$94,977	\$80,736
29	\$69,820	\$71,979	\$74,205	\$76,431	\$78,724	\$81,086	\$83,519	\$86,024	\$88,605	\$91,263	\$94,001	\$96,821	\$99,726	\$84,773
30	\$73,311	\$75,578	\$77,916	\$80,253	\$82,661	\$85,140	\$87,695	\$90,325	\$93,035	\$95,826	\$98,701	\$101,662	\$104,712	\$89,011
31	\$76,976	\$79,357	\$81,811	\$84,266	\$86,794	\$89,397	\$92,079	\$94,842	\$97,687	\$100,618	\$103,636	\$106,745	\$109,948	\$93,462
32	\$80,825	\$83,325	\$85,902	\$88,479	\$91,133	\$93,867	\$96,683	\$99,584	\$102,571	\$105,648	\$108,818	\$112,082	\$115,445	\$98,135
33	\$84,866	\$87,491	\$90,197	\$92,903	\$95,690	\$98,561	\$101,517	\$104,563	\$107,700	\$110,931	\$114,259	\$117,687	\$121,217	\$103,042
34	\$89,110	\$91,866	\$94,707	\$97,548	\$100,474	\$103,489	\$106,593	\$109,791	\$113,085	\$116,477	\$119,972	\$123,571	\$127,278	\$108,194
35	\$93,565	\$96,459	\$99,442	\$102,425	\$105,498	\$108,663	\$111,923	\$115,281	\$118,739	\$122,301	\$125,970	\$129,749	\$133,642	\$113,604
*Market Level Schedule per PSPC Study. Employees over market held constant.														
INSURANCE BENEFIT AMOUNT														
	Full-time	\$1,070.00	\$1,107.00	per month										
	Part-time	\$1,070.00	\$1,107.00	per month	(prorated based on actual FTE)									
INSURANCE OPT-OUT BASE AMOUNT														
(Stipend is calculated as the base amount less the monthly premium amount for the least-cost single-party health insurance plan offered by the College)														
	Full-Time	\$1,070.00	\$1,107.00	per month										
	Part-Time	\$1,070.00	\$1,107.00	per month	(stipend for part-time employment is prorated based on actual FTE)									



Approved: *Pending*
 Reference:

SUMMARY OF EMPLOYEE BENEFITS

Type of Employee	Insurance (including all coverages in College approved plans)		Sick	Vacation	Paid Holiday	Bereavement Leave	Personal Leave*	TBCC Tuition Waiver	PERS
	EMP only DEP: Self Pay		days/year	days/year	days/year	Per occurrence days/year	days/year	Credit and Continuing Education Courses only within one academic year of employment. Excluding partner agency courses.	Qual. Pos.
FT Administrative Staff 40 hours/week	X		12	20	11	5	3	unlimited emp + dep	X
FT Support Staff 40 hours/week	X		12	10 to 20****	11	5	3	unlimited emp + dep	X
PT Admin. & Support Staff 20 hours or more per week	X**		X**	X**	X***	5***	X**	8 credits emp + dep & unlimited Degree Guarantee course credits emp + dep	X
PT Admin. & Support Staff Less than 20 hours per week								8 credits emp + dep & unlimited Degree Guarantee course credits emp + dep	Qual. Pos.
Temporary & On-Call Employees								8 credits emp + dep & unlimited Degree Guarantee course credits emp + dep	Qual. Pos
180/ day Regular Faculty 1. FTE	X		10		5	5	3	unlimited emp + dep	X
180/ day Regular Faculty .5-.99 FTE	X**		X**					8 credits emp + dep & unlimited Degree Guarantee course credits emp + dep	X
Adjunct Faculty Term-by-term								8 credits emp + dep & unlimited Degree Guarantee course credits emp + dep	Qual. Pos

"X" Indicates benefit is provided
 * From sick leave accrual

** Prorated on actual hours or FTE (full-time equivalent)
 *** Paid based on scheduled hours

**** based on longevity (see Article 312)

Tillamook Bay Community College

4301 Third Street · Tillamook, Oregon 97141 · (503) 842-8222 · Fax (503) 842-8334 · www.TillamookBay.cc

TILLAMOOK BAY COMMUNITY COLLEGE
 2009-2010 Regular Full-Time & Regular Part-Time Faculty Salary Schedule*
 180 DAY CONTRACT

	BA	BA+15	BA+30	BA+45	MA	MA+5	MA+10	MA+15	MA+20	MA+25	MA+30	MA+35	MA+40	MA+45 or 2nd Masters	MA+50	MA+55	MA+60	PhD
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
1	\$36,245	\$37,304	\$38,424	\$39,573	\$40,760	\$41,983	\$43,243	\$44,540	\$45,876	\$47,252	\$48,670	\$50,130	\$51,634	\$53,183	\$54,778	\$56,422	\$58,114	\$59,858
2	\$36,939	\$38,047	\$39,189	\$40,364	\$41,575	\$42,822	\$44,107	\$45,430	\$46,793	\$48,197	\$49,643	\$51,132	\$52,666	\$54,246	\$55,873	\$57,550	\$59,276	\$61,054
3	\$37,678	\$38,808	\$39,973	\$41,172	\$42,407	\$43,679	\$44,990	\$46,339	\$47,730	\$49,161	\$50,636	\$52,155	\$53,720	\$55,332	\$56,992	\$58,701	\$60,462	\$62,276
4	\$38,432	\$39,585	\$40,772	\$41,995	\$43,255	\$44,553	\$45,889	\$47,266	\$48,684	\$50,145	\$51,649	\$53,198	\$54,794	\$56,438	\$58,131	\$59,875	\$61,672	\$63,522
5	\$39,200	\$40,376	\$41,588	\$42,835	\$44,120	\$45,444	\$46,807	\$48,211	\$49,658	\$51,148	\$52,682	\$54,262	\$55,890	\$57,567	\$59,294	\$61,073	\$62,905	\$64,792
6	\$39,984	\$41,184	\$42,419	\$43,692	\$45,003	\$46,353	\$47,743	\$49,176	\$50,651	\$52,170	\$53,736	\$55,348	\$57,008	\$58,718	\$60,480	\$62,294	\$64,163	\$66,088
7					\$45,003	\$47,280	\$48,698	\$50,159	\$51,664	\$53,214	\$54,810	\$56,455	\$58,148	\$59,893	\$61,689	\$63,540	\$65,446	\$67,410
8								\$51,162	\$52,697	\$54,278	\$55,906	\$57,584	\$59,311	\$61,091	\$62,923	\$64,811	\$66,756	\$68,758
9											\$57,025	\$58,735	\$60,497	\$62,312	\$64,182	\$66,107	\$68,090	\$70,133
10														\$63,559	\$65,465	\$67,429	\$69,452	\$71,536
11																\$68,778	\$70,841	\$72,966
12																		\$74,426

*Market level schedule per PSPC Study. Employees over market held constant.

INSURANCE BENEFIT AMOUNT

Full-time \$1,070.00 per month
 Part-time \$1,070.00 per month (prorated based on actual FTE)

INSURANCE OPT-OUT BASE AMOUNT

(Stipend is calculated as the base amount less the monthly premium amount for the least-cost single-party health insurance plan offered by the College)

Full-Time \$1,070.00 per month
 Part-Time \$1,070.00 per month (stipend for part-time employment is prorated based on actual FTE)



TILLAMOOK BAY COMMUNITY COLLEGE
 2010-2011 Regular Full-Time & Regular Part-Time Faculty Salary Schedule*
 180 DAY CONTRACT

	BA	BA+15	BA+30	BA+45	MA	MA+5	MA+10	MA+15	MA+20	MA+25	MA+30	MA+35	MA+40	MA+45 or 2nd Masters	MA+50	MA+55	MA+60	PhD
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
1	\$37,483	\$38,607	\$39,765	\$40,958	\$42,187	\$43,453	\$44,756	\$46,099	\$47,482	\$48,906	\$50,373	\$51,885	\$53,441	\$55,044	\$56,696	\$58,397	\$60,148	\$61,953
2	\$38,232	\$39,379	\$40,560	\$41,777	\$43,030	\$44,321	\$45,651	\$47,020	\$48,431	\$49,884	\$51,380	\$52,922	\$54,509	\$56,145	\$57,829	\$59,564	\$61,351	\$63,191
3	\$38,997	\$40,167	\$41,372	\$42,613	\$43,891	\$45,208	\$46,564	\$47,961	\$49,400	\$50,882	\$52,409	\$53,981	\$55,600	\$57,268	\$58,986	\$60,756	\$62,578	\$64,456
4	\$39,777	\$40,970	\$42,199	\$43,465	\$44,769	\$46,112	\$47,496	\$48,920	\$50,388	\$51,900	\$53,457	\$55,060	\$56,712	\$58,414	\$60,166	\$61,971	\$63,830	\$65,745
5	\$40,572	\$41,789	\$43,043	\$44,334	\$45,665	\$47,034	\$48,445	\$49,899	\$51,396	\$52,938	\$54,526	\$56,162	\$57,846	\$59,582	\$61,369	\$63,210	\$65,107	\$67,060
6	\$41,384	\$42,625	\$43,904	\$45,221	\$46,578	\$47,975	\$49,414	\$50,897	\$52,424	\$53,996	\$55,616	\$57,285	\$59,003	\$60,773	\$62,597	\$64,475	\$66,409	\$68,401
7					\$47,509	\$48,935	\$50,403	\$51,915	\$53,472	\$55,076	\$56,729	\$58,431	\$60,183	\$61,989	\$63,849	\$65,764	\$67,737	\$69,769
8								\$52,953	\$54,542	\$56,178	\$57,863	\$59,599	\$61,387	\$63,229	\$65,126	\$67,079	\$69,092	\$71,164
9										\$59,020	\$60,791	\$62,615	\$64,493	\$66,428	\$68,421	\$70,474	\$72,588	
10													\$65,783	\$67,757	\$69,789	\$71,883	\$74,040	
11															\$71,185	\$73,321	\$75,520	
12																	\$77,031	

*Market level schedule per PSPC Study. Employees over market held constant.

INSURANCE BENEFIT AMOUNT

Full-time ~~\$1,070.00~~ **\$1,107.00** per month
 Part-time ~~\$1,070.00~~ **\$1,107.00** per month (prorated based on actual FTE)

INSURANCE OPT-OUT BASE AMOUNT

(Stipend is calculated as the base amount less the monthly premium amount for the least-cost single-party health insurance plan offered by the College)

Full-Time ~~\$1,070.00~~ **\$1,107.00** per month
 Part-Time ~~\$1,070.00~~ **\$1,107.00** per month (stipend for part-time employment is prorated based on actual FTE)

NON-REGULAR FACULTY SALARY SCHEDULE

Article No.: Appendix C-3

Approved: Pending

Reference:

Non-Regular Faculty Salary Schedule 2009-2010 2010-2011						
	Tier 1	Tier 2	Tier 3	Tier 4	Tier 5	Tier 6
Transfer College Credit Courses (1 contact hour = 1 lecture pay credit)	\$387.62 \$401.19 per lecture credit	\$407.13 \$421.38	\$427.34 \$442.30	\$448.72 \$464.43	\$471.15 \$487.64	\$477.88 \$494.60
Transfer College Credit Courses Substitute Rate	\$32.34 \$33.44 per lecture credit					
Transfer College Credit Courses Writing Bonus for three Credit WR Courses	\$288.40 \$298.50 per term					
Transfer College Credit Courses Lab - Students work independently with the instructor available and in the instructional area for assistance and supervision. (3 contact hours = 1 lab pay credit)	\$799.47 \$827.45 per lab credit	\$839.41 \$868.79	\$860.64 \$890.76	\$925.48 \$957.87	\$972.29 \$1,006.32	\$1,020.34 \$1,056.05
Transfer College Credit Courses Lecture/Lab - Instructor gives short lectures and supervises student application of lectures. Instruction methods are integrated; therefore, lecture & lab are dependent on each other. (2 contact hours = 1 lecture/lab pay credit) (examples: ART 284, CAS100, CAS216, MUS 131)	\$584.10 \$604.54 per lecture/lab credit	\$612.92 \$634.37	\$643.57 \$666.10	\$675.75 \$699.40	\$709.54 \$734.37	\$745.02 \$771.09
ABE/GED/ESL/ High School Credit Recovery Classes	\$26.53 \$27.46 per hour	\$27.86 \$28.83	\$29.25 \$30.27	\$30.73 \$31.80	\$32.26 \$33.39	\$33.86 \$35.04
Continuing Education	50% of Tuition Revenue at End of Course (Excluding Fees) – Dean of Instructional Services may guarantee a minimum enrollment level of compensation in order to support a degree or certificate program or meet a community occupational training need.					
Contract Training (Includes: class hours & hours interfacing with contracting business) (Subject to adjustment to meet market conditions.)	\$23.07 \$23.88 per hour	\$24.22 \$25.07	\$25.45 \$26.35	\$26.74 \$27.64	\$28.04 \$29.03	\$29.45 \$30.48



NON-REGULAR FACULTY SALARY SCHEDULE

Article No.: Appendix C-3

Approved: *Pending*

Reference:

Community Education	50% of Tuition Revenue at End of Course (Excluding Fees)					
Guest Lecturers/Artists	Market Driven					
Instructional Assistants	\$8.42 \$8.72 per hour	\$8.85 \$9.16	\$9.29 \$9.62	\$9.75 \$10.09	\$10.25 \$10.60	\$10.75 \$11.13
Instructional Assistants II (Extensive training required, Examples: EMT, Piano, ESL)	\$11.24 \$11.63 per hour	\$11.79 \$12.20	\$12.39 \$12.82	\$13.00 \$13.46	\$13.66 \$14.14	\$14.33 \$14.83
General Tutoring	\$8.42 \$8.72 per hour	\$8.85 \$9.16	\$9.29 \$9.62	\$9.75 \$10.09	\$10.25 \$10.60	\$10.75 \$11.13
ADA Tutor	\$11.24 \$11.63 per hour	\$11.79 \$12.20	\$12.39 \$12.82	\$13.00 \$13.46	\$13.66 \$14.14	\$14.33 \$14.83
Math Tutor	\$11.24-13.47 \$11.63-13.94 per hour					
Meetings: Curriculum Development, Departmental, etc.	\$16.89 \$17.48 per hour					



Announcements and General Information

RECOMMENDATION

Information only – no action requested.

BACKGROUND INFORMATION ----- President Carnahan

- August 11-14, 2010 Tillamook County Fair. TBCC Foundation will be sharing the booth this year. Board members are being asked to help staff the booth. Please contact Sue Owens with the best times you are available.
- No meetings scheduled until September 13, 2010 at 6:30 p.m.