



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, October 4, 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, 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, September 29, 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, October 4, 2010 **Board Room** **Time:** 6:30 p.m.
 4301 Third Street, Oregon 97141

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order • Acknowledge Guests -----	Vice Chair Shaw
2.	Approval of the Agenda ----- (Action)	Vice Chair Shaw
3.	Invitation of Public Comment -----	Vice Chair Shaw
	<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.	Approval of the September 13, 2010 Regular Meeting Minutes ----- (Action)	Vice Chair Shaw
5.	Reports:	
	A. Oregon Community College Association-----	Vice President Green Director Swain
	B. Financial Report-----	Comptroller Williams
6.	Old Business:	
	A. Board Membership Vacancy-----	Vice Chair Shaw
	B. 2011-2012 Budget Development Guidelines and Calendar ----- (Action)	Comptroller Williams
7.	New Business:	
	A.	
8.	Standing Business:	
	A. Strategic Planning and Accreditation ----- (Action)	Dean Gates
	B. Courses and Curricula-----	Dean Gates
	C. Grants and Contracts -----	Comptroller Williams
	D. Board of Education Policy -----	Vice President Green
	E. Facilities-----	Comptroller Williams
	F. Capital Construction Projects -----	Vice President Green
	G. Personnel -----	Vice President Green
9.	Announcements and General Information -----	Vice President Green
10.	Invitation of Public Comment -----	Vice Chair Shaw
11.	Board Member Discussion Items -----	Vice Chair Shaw
12.	Adjournment ----- (Action)	Vice Chair Shaw



Board of Education Meeting Minutes

September 13, 2010
Central Campus, Board Room
4301 Third St., Tillamook, OR 97141

- Directors Present:** James McGinnis, Steve Shaw, Craig Wakefield, and Bob Weitman
- Directors Absent:** Ann Swain and Rose Wharton
- Staff Present:** Jon Carnahan, Connie Green, Lori Gates, Ron Ellison, Kyra Williams, and Sue Owens
- Guests Present:** Michele Burton and Sheryl Neu, TBCC Staff.

Call to Order:

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

Approval of Agenda:

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

Invitation of Public Comment:

There was no public comment.

Approval of Minutes

Chair McGinnis asked for approval of the June 21, 2010 Supplemental Budget and Regular Meeting Minutes, and August 3, 2010 Regular and Executive Session Minutes. On an approval of a motion by Director Weitman and seconded by Director Shaw, it was resolved to approve the minutes as presented.

Reports:

Oregon Community College Association (Agenda Item 5.A)

President Carnahan reported that the next OCCA Board of Director's meeting will be October 8, 2010 at noon at Oregon Coast Community College and that the 2010 Annual Conference is scheduled for November 4-6 at the Sunriver Resort in Bend, Oregon. He asked that if any directors would like to attend the please contact Sue Owens by October 1.

Financial Report (Agenda Item 5.B)

Comptroller Williams gave the financial report stating it was the first month of the new fiscal year and a standard report.

Old Business:

Board Membership Vacancy (Agenda Item 6.A)

Chair McGinnis shared that the search to fill the board vacancy left by Director Jensen's resignation is on-going. President Carnahan shared that this was the first official meeting with the position vacant and he is still soliciting potential candidate information.

Sale of First Street Campus Update (Agenda Item 6.B)

President Carnahan shared that the First Street Campus has sold to Tillamook School District No. 9 as noted in the Board Packet and that it appears that the final transaction will take place prior to the

first of the year. He also shared that of the \$1.93 million sales price, approximately \$90,000 was for refurbishments and furnishings. The funds from the sale will go to the College's Strategic Reserve Fund.

New Business:

2010-2011 Organization, Finance and Legal Designations (Agenda Item 7.A)

Dean Ellison presented the 2010-2011 Organization, Finance and Legal Designations as included in the Board Packet and noted that there were no material changes, only the date references. On an approval of a motion by Director Wakefield and seconded by Director Shaw, it was resolved to approve the 2010-2011 Organization, Finance and Legal Designations as presented.

2011-2012 Budget Development Guidelines and Budget Schedule (Agenda Item 7.B)

Dean Ellison presented the 2011-2012 Budget Development Guidelines and Budget Schedule as included in the Board Packet and noted that there were no material changes, only the date references. The schedule will be brought before the Board in October for second reading and approval.

Flexible Fringe Benefits Resolution 2010-2011 #4 (Agenda Item 7.C)

Dean Ellison shared information on the Flexible Fringe Benefits plan as included in the Board Packet. Tillamook Bay Community College has engaged American Fidelity Assurance Company to provide Section 125 services to the College and its employees beginning on October 1, 2010, and American Fidelity requires evidence of an adopted resolution. On an approval of a motion by Director Shaw and seconded by Director Wakefield, it was resolved to approve Resolution 2010-2011 #4 as presented.

Tillamook Transportation District Agreement (Agenda Item 7.D)

President Carnahan shared that after the success of the initial trial period of free ridership for students and staff at TBCC, an agreement has been proposed and agreed upon by the Tillamook Transportation District and is now ready for College Board review and approval. Some discussion followed regarding demographics of ridership. On an approval of a motion by Director Weitman and seconded by Director Shaw, it was resolved to authorize Chair McGinnis to sign the agreement with Tillamook Transportation District as proposed.

State of Oregon Revenue Forecast (Agenda Item 7.E)

President Carnahan elaborated on the Revenue Forecast as shared in the Board Packet. There was some discussion regarding possible caps on enrollment growth, the First Class Scholar enrollment and TBCC's overall enrollment growth.

Standing Business:

Strategic Planning and Accreditation (Agenda Item 8.A)

Dean Gates shared information as included in the Board packet noting that the Planning and Steering committee had met and were discussing refining the Mission and Core Themes. Some of the changes would impact the budget guidelines as a result. There was some discussion of the accreditation timeline and if the process could be abbreviated. Chair McGinnis once again congratulated and thanked Dean Gates and her team for all their hard work on this important process.

Courses and Curricula (Agenda Item 8.B)

Dean Gates shared there were no courses or curricula to share this month and shared the information as included in the Board packet.

Grants and Contracts (Agenda Item 8.C)

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

Board of Education Policy (Agenda Item 8.D)

President Carnahan shared there were no policies for review this month.

Facilities (Agenda Item 8.E)

Dean Ellison shared:

- The South lot of the Central Campus had been graded and graveled;
- There has been some additional trees planted and landscaping done (President Carnahan added that the AAUW has sold all of the original twelve trees and are now working on the next set, funds from which go toward the AAUW Endowment fund);
- We are still closing out the HVAC work;
- There have been some modifications made to the classrooms at the faculty's request;
- The Safety Committee has created a College Safety Manual designed to be easy to use and made available to each College employee.

President Carnahan added that the campus has been heavily used by the community and is well received. We are still working fine tuning the process for outside facility use, but it is coming along.

Capital Construction Projects (Agenda Item 8.F)

President Carnahan shared that we are doing some of the preliminary site work for North and South County Centers even though the projects have been delayed due to the budget. This is being done in order to expedite the process when we are ready to move forward.

Personnel (Agenda Item 8.G)

President Carnahan shared the information on new hires made as included in the Board packet adding that Dr. Connie Green officially started in her role as Vice President and Successor to President today. The Board welcomed her and expressed excitement over her accepting the position.

Announcements and General Information (Agenda Item 9)

President Carnahan shared the announcements and information as included in the Board packet.

Invitation of Public Comment (Agenda Item 10)

Dr. Green thanked the Board for their warm welcome and for the opportunity to come to TBCC. There were no additional comments.

Board Member Discussion Items (Agenda Item 11)

There were no discussion items.

Adjournment (Agenda Item 12)

On an approval of a motion by Director Shaw and seconded by Director Weitman, it was resolved to adjourn the meeting at 8:10 p.m.

Oregon Community College Association

RECOMMENDATION

Information only – no action requested.

BACKGROUND INFORMATION----- Vice President Green and Director Swain

The next OCCA Board of Director's meeting will be October 8, 2010 at noon at Oregon Coast Community College. Vice President Green is planning on attending.

The 2010 Annual Conference is scheduled for November 4-6 at the Sunriver Resort in Bend, Oregon. *If you'd like to attend please advise Sue by or before October 4.*



OREGON COMMUNITY COLLEGE ASSOCIATION

2010 Annual Conference - November 4-6

Sunriver Resort – Bend, Oregon

Thursday, November 4, 2010

Noon	Registration and Exhibits Open
12:30 – 1:45 p.m.	Opening Session
2:00 – 3:30 p.m.	General Session <i>Keynote: John Mitchell</i>
3:30 – 4:00 p.m.	Refreshment Break
4:00 – 5:00 p.m.	General Session <i>Keynote: Scott Jaschick</i>
6:00 – 9:00 p.m.	Reception and Dinner at The High Desert Museum

Friday, November 5, 2010

7:30 a.m.	Breakfast and Exhibits Open
8:30 – 9:30 a.m.	Breakout Sessions
9:30 – 11:30 a.m.	Special Session: Chairman and Vice Chairmen Training <i>Facilitated by Patrick McCullum and Mark Viera California Brain Trust Consulting</i>
9:30 – 9:50 a.m.	Refreshment Break
9:50 -10:45 a.m.	Breakout Sessions
10:45 – 11:05 a.m.	Refreshment Break
11:05 – 11:50 a.m.	Break-out Sessions
Noon – 1:15	Luncheon <i>Keynote: J. Noah Brown</i>
1:30 – 2:15 p.m.	Breakout Sessions
2:15 – 2:35 p.m.	Refreshment Break
2:35 – 3:30 p.m.	Breakout Sessions
3:30 – 3:50 p.m.	Refreshment Break
3:50 – 5:00 p.m.	General Session <i>Keynote: Byron McClenney</i>
6:00 – 7:00 p.m.	Howard Cherry Reception
7:00 – 8:30 p.m.	Howard Cherry Dinner

Saturday, November 6, 2010

7:30 a.m.	Breakfast and Exhibits Open
8:00 – 9:30 a.m.	Breakout Sessions
9:30 – 9:45 a.m.	Refreshment Break
9:45 – 11:30 a.m.	Closing General Session <i>Keynote: Mark Milliron</i>

Sponsors



●
Barnes & Noble College Booksellers, Inc.

●
School Specialty Planning & Student
Development

●
Meyer & Associates

Exhibitors

Skanska
VALIC
Higher One
D.A. Davidson & Co.
M Space Holdings, LLC
Wedbush Securities Inc.
Talbot, Korvola & Warwick, LLP
Barnes & Noble College Booksellers, Inc.
School Specialty Planning & Student Development
OSU - CC Leadership Doctoral Program
DLR Group
Desire2Learn Incorporated
Western Governors University

Taking Charge of Change

General Session Speakers

J. Noah Brown

CEO, Association
of Community
College Trustees

Scott Jaschik

Editor, Inside Higher Ed

Byron McClenney

Project Director and Senior
LecturerFellow, Community
College Leadership
Endowment - University of
Texas at Austin

John Mitchell

Oregon Economist

Closing Keynote Speaker

Mark Milliron

Deputy Director Postsecondary Improvement
for the Bill & Melinda Gates Foundation

PLUS

An Evening at the High Desert Museum

Over 20 Breakout Sessions

Howard Cherry Awards

13 Exhibitors and More!!

Break-Out Sessions

A sample of the over 20 breakout sessions
at this year's conference:

Participatory Decision-Making:
Changing and Sharing Governance

SWOCC Curry County Campus:
*A testament to community partnerships,
fiscal management and leadership*

Sustainable Change in Lighting the
Community College Classroom

Utilizing Real Estate As A Resource

Engaging Tomorrow's Leaders

Taking Charge of Change:
*The Call for Accountability
and Supporting Student Success*

Open Forum: Legal Issues

Everything You Always Wanted to Know About
Community Colleges: Funding, Facts & Figures

The START Lab:
*A High Tech/High Touch Approach to New Student
Orientation*

Planning for An Uncertain Future



2010 Annual Conference

November 4-6

Sunriver Resort - Bend Oregon

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.



Agenda Item 5.B. Attachment #1
Tillamook Bay Community College
Unaudited Summary Financial Information
General Fund
Fiscal Year-to-Date Ended August 2010
16.67% of fiscal year elapsed

	2009-2010 Annual Budget	2009-2010 Actual	2009-2010 Percentage of Budget	2010-2011 Annual Budget	2010-2011 Actual	2010-2011 Percentage of Budget
Resources						
Beginning Fund Balance	\$ 831,123	\$ 1,128,640.19	135.80%	\$ 1,130,471	\$ 1,081,464.71	95.66%
State	\$ 840,072	\$ 252,725.41	30.08%	\$ 807,629	\$ 197,351.75	24.44%
Property Taxes	\$ 919,106	\$ -	0.00%	\$ 971,401	\$ -	0.00%
Timber Taxes	\$ 247,820	\$ -	0.00%	\$ 302,579	\$ -	0.00%
Local Contract	\$ -	\$ -	0.00%	\$ 22,900	\$ -	0.00%
Tuition	\$ 576,710	\$ 155,074.00	26.89%	\$ 635,539	\$ 244,734.00	38.51%
Fees	\$ 130,278	\$ 26,945.70	20.68%	\$ 146,174	\$ 42,632.00	29.17%
Sale of Goods	\$ 4,500	\$ 315.00	7.00%	\$ 3,500	\$ 415.00	11.86%
Interest	\$ 30,000	\$ 2,003.41	6.68%	\$ 5,000	\$ 894.95	17.90%
Rental	\$ -	\$ -	0.00%	\$ 500	\$ -	0.00%
Miscellaneous	\$ 8,000	\$ 15.05	0.19%	\$ 8,000	\$ 59.65	0.75%
Transfers	\$ 77,095	\$ 55,245.11	71.66%	\$ 76,500	\$ 48,611.91	63.54%
Repayment of Short-Term Loan	\$ 108,125	\$ -	0.00%	\$ 69,625	\$ -	0.00%
Total resources	\$ 3,772,829	\$ 1,620,963.87	42.96%	\$ 4,179,818	\$ 1,616,163.97	38.67%
Expenditures						
Instruction	\$ 909,405	\$ 126,551.74	13.92%	\$ 1,015,308	\$ 121,205.21	11.94%
Instructional Support	\$ 291,911	\$ 43,034.88	14.74%	\$ 378,626	\$ 55,489.39	14.66%
Student Services	\$ 337,210	\$ 49,343.96	14.63%	\$ 290,657	\$ 42,911.94	14.76%
College Support	\$ 1,088,205	\$ 175,247.14	16.10%	\$ 1,160,226	\$ 214,706.52	18.51%
Plant Operation	\$ 276,972	\$ 22,476.17	8.11%	\$ 413,112	\$ 49,828.91	12.06%
Transfers	\$ 345,081	\$ 264,880.47	76.76%	\$ 346,600	\$ 265,702.46	76.66%
Contingency	\$ 50,000	\$ -	0.00%	\$ 50,000	\$ -	0.00%
Total expenditures	\$ 3,298,784	\$ 681,534.36	20.66%	\$ 3,654,529	\$ 749,844.43	20.52%
Ending fund balance	\$ 474,045	\$ 939,429.51	198.17%	\$ 525,289	\$ 866,319.54	164.92%

Agenda Item 5.B. Attachment #2
Tillamook Bay Community College
Unaudited Summary Financial Information (Modified Accrual Basis)
Fiscal Year-to-Date Ended August 2010

	Fund No.	Beginning Working Capital	2010-2011 Revenue	2010-2011 Expenditures	Ending Working Capital	2010-2011 Spendable Budget	2009-2010 Prior Year Expenditures
Adult Basic Education	210	\$ -	\$ -	\$ 5,099.33	\$ (5,099.33)	\$ 56,333	\$ 14,266.31
Tutor Grant	211	\$ -	\$ -	\$ 2,117.76	\$ (2,117.76)	\$ 13,080	\$ 2,117.27
Sprint Yellow Pages Literacy Grant	215	\$ 2,501.89	\$ -	\$ 1.22	\$ 2,500.67	\$ 1,500	\$ 1.32
United Way Literacy Grant	216	\$ 5,220.26	\$ -	\$ 100.00	\$ 5,120.26	\$ 4,000	\$ -
Pathways Grant	225	\$ -	\$ -	\$ 6,715.21	\$ (6,715.21)	\$ 38,160	\$ 3,857.27
Industrial Maintenance Tech	226	\$ 25,470.89	\$ -	\$ 2,675.49	\$ 22,795.40	\$ 30,000	\$ -
OYA Instruction Contract	227	\$ -	\$ -	\$ 5,654.91	\$ (5,654.91)	\$ 53,594	\$ -
SBDC Federal Grant	230	\$ -	\$ -	\$ 4,998.72	\$ (4,998.72)	\$ 30,250	\$ 5,037.49
SBDC State Grant	231	\$ -	\$ -	\$ 4,680.37	\$ (4,680.37)	\$ 24,804	\$ 2,050.71
SBDC Program Income	232	\$ 8,562.20	\$ -	\$ -	\$ 8,562.20	\$ 14,664	\$ -
SBDC - EDC Fund	235	\$ -	\$ -	\$ 17,460.94	\$ (17,460.94)	\$ 100,620	\$ 11,138.84
TEC Vocational Education Grant	240	\$ (19,485.89)	\$ -	\$ -	\$ (19,485.89)	\$ -	\$ -
TEC Perkins Reserve Fund	243	\$ -	\$ -	\$ 154.00	\$ (154.00)	\$ 20,050	\$ -
TEC Perkins Basic Grant	244	\$ -	\$ -	\$ -	\$ -	\$ 27,987	\$ -
Student Assistance	250	\$ 1,617.89	\$ 355.00	\$ -	\$ 1,972.89	\$ 2,675	\$ -
Work Keys Mini Grant	251	\$ 1,754.22	\$ -	\$ -	\$ 1,754.22	\$ 1,000	\$ -
Bay City Rental	260	\$ 5,542.04	\$ -	\$ 1,070.55	\$ 4,471.49	\$ 2,750	\$ 848.56
Career Readiness Certificate	270	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ -
Capital Depreciation & Maintenance Fund	290	\$ 1,006,510.14	\$ 925.03	\$ -	\$ 1,007,435.17	\$ -	\$ -
Strategic Initiative Fund	295	\$ 233,235.09	\$ 100,263.80	\$ 46,200.00	\$ 287,298.89	\$ 46,200	\$ -
Capital Construction Due Diligence Grant	296	\$ 14,400.00	\$ -	\$ 14,400.00	\$ -	\$ -	\$ -
Total Special Fund		\$ 1,285,328.73	\$ 101,543.83	\$ 111,328.50	\$ 1,275,544.06	\$ 482,667	\$ 39,317.77

Schedule of Special Fund borrowing from General Fund

	Ending Working Capital	Less Accounts Receivable	Add Liabilities	Ending Cash Balance 8/31/2010
Total of Grants that borrow from the General Fund	\$ (66,213.13)	\$ 16,410.54	\$ -	\$ (82,623.67)
Total of Grants that are not borrowing from the General Fund	\$ 1,341,757.19	\$ -	\$ -	\$ 1,341,757.19
Total Special Fund	\$ 1,275,544.06	\$ 16,410.54	\$ -	\$ 1,259,133.52

	Fund No.	Beginning Working Capital	2010-2011 Revenue	2010-2011 Expenditures	Ending Working Capital	2010-2011 Spendable Budget	2009-2010 Prior Year Expenditures
Community Education	310	\$ (3,574.16)	\$ 2,392.00	\$ 694.03	\$ (1,876.19)	\$ 11,695	\$ 1,076.18
Bookstore	320	\$ 44,632.69	\$ 2,248.15	\$ 19,308.11	\$ 27,572.73	\$ 161,086	\$ 16,928.80
Customized Training Projects	330	\$ 7,003.33	\$ -	\$ -	\$ 7,003.33	\$ 6,340	\$ -
Culinary & Hospitality Program	340	\$ 205.00	\$ 43.09	\$ -	\$ 248.09	\$ 17,500	\$ -
Total Enterprise Fund		\$ 48,266.86	\$ 4,683.24	\$ 20,002.14	\$ 32,947.96	\$ 196,621	\$ 18,004.98
PERS Pension Bond Fund	410	\$ 17,740.45	\$ 15,047.86	\$ 1,600.00	\$ 31,188.31	\$ 100,566	\$ 1,600.00
General Obligation Bond Fund	420	\$ 33,063.40	\$ 47.41	\$ -	\$ 33,110.81	\$ 637,037	\$ -
Total Debt Service Fund		\$ 50,803.85	\$ 15,095.27	\$ 1,600.00	\$ 64,299.12	\$ 737,603	\$ 1,600.00
Building Reserve Fund	510	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,185,174.52
Campus Construction Fund - GO Bonds	520	\$ 2,131,096.66	\$ 1,998.83	\$ 46,683.13	\$ 2,086,412.36	\$ 964,428	\$ 10,532.30
Campus Construction Fund - State Match	530	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,247,099.68
THS Vocational Bldg Remodel - Stimulus	540	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,521.01
Total Capital Projects Fund		\$ 2,131,096.66	\$ 1,998.83	\$ 46,683.13	\$ 2,086,412.36	\$ 964,428	\$ 3,453,327.51
Associated Students of TBCC	710	\$ 1,551.23	\$ 654.60	\$ 540.00	\$ 1,665.83	\$ 8,750	\$ 51.07
Phi Theta Kappa Honorary Society Fund	720	\$ 927.67	\$ 903.66	\$ 783.50	\$ 1,047.83	\$ 4,350	\$ 428.07
Total Agency Fund		\$ 2,478.90	\$ 1,558.26	\$ 1,323.50	\$ 2,713.66	\$ 13,100	\$ 479.14
Tuition Waivers	831	\$ 7,301.50	\$ 20,000.00	\$ 1,000.50	\$ 26,301.00	\$ 25,000	\$ 2,565.50
Board Scholarships	832	\$ 98,666.00	\$ 105,000.00	\$ 2,160.00	\$ 201,506.00	\$ 181,475	\$ -
Institutional Work Study	833	\$ (1,390.25)	\$ 25,000.00	\$ 2,498.42	\$ 21,111.33	\$ 28,000	\$ 2,113.14
Foundation Scholarships	834	\$ -	\$ -	\$ -	\$ -	\$ 5,447	\$ -
Non-Institutional Scholarships	840	\$ 1,518.25	\$ 7,011.95	\$ 671.75	\$ 7,858.45	\$ 18,000	\$ -
Total Financial Aid Fund		\$ 106,095.50	\$ 157,011.95	\$ 6,330.67	\$ 256,776.78	\$ 257,922	\$ 4,678.64

Agenda Item 5.B - Attachment #3

Tillamook Bay Community College

Summary Financial Information - Cash Status

Preliminary for Fiscal Year-to-Date Ended August 2010

16.67% 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)		\$ 1,173,363			\$ 1,222,599			\$ (2,616)			\$ 25,521	
Beginning Fund Balance	\$ 1,130,471	\$ 1,081,465	95.66%	\$ 1,321,005	\$ 1,285,329	97.30%	\$ 4,000	\$ (3,574)	-89.35%	\$ 40,000	\$ 44,633	111.58%
Resources												
State Aid	\$ 807,629	\$ 197,352	24.44%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Grants and Contracts	\$ 22,900	\$ -	0.00%	\$ 379,878	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Tuition and Fees	\$ 781,713	\$ 287,366	36.76%	\$ 5,000	\$ -	0.00%	\$ 10,000	\$ 2,392	23.92%	\$ -	\$ -	0.00%
Local Taxes	\$ 971,401	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Timber	\$ 302,579	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Sale of Goods	\$ 3,500	\$ 415	11.86%	\$ 1,000	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 150,000	\$ 2,248	1.50%
Interest	\$ 5,000	\$ 895	17.90%	\$ 11,000	\$ 1,189	10.81%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Rental	\$ 500	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Miscellaneous	\$ 8,000	\$ 60	0.75%	\$ 1,095,100	\$ 355	0.03%	\$ -	\$ -	0.00%	\$ 750	\$ -	0.00%
Repayment of Short-Term Loans	\$ 69,625	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ 76,500	\$ 48,612	63.55%	\$ 100,000	\$ 100,000	100.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Total Revenues	\$ 3,049,347	\$ 534,700	17.53%	\$ 1,591,978	\$ 101,544	6.38%	\$ 10,000	\$ 2,392	23.92%	\$ 150,750	\$ 2,248	1.49%
Expenditures												
Salaries and Wages	\$ 2,290,871	\$ 337,800	14.75%	\$ 348,586	\$ 44,578	12.79%	\$ 4,725	\$ 691	14.62%	\$ 40,722	\$ 6,665	16.37%
Operating Expenditures	\$ 902,058	\$ 138,862	15.39%	\$ 65,933	\$ 18,402	27.91%	\$ 2,450	\$ 3	0.12%	\$ 117,400	\$ 12,380	10.55%
Capital Outlay	\$ 65,000	\$ 7,480	11.51%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Debt Service	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ 346,600	\$ 265,702	76.66%	\$ 68,148	\$ 48,349	70.95%	\$ 520	\$ -	0.00%	\$ 1,964	\$ 263	13.39%
Repayment of Short-Term Loans	\$ -	\$ -	0.00%	\$ 65,625	\$ -	0.00%	\$ 4,000	\$ -	0.00%	\$ -	\$ -	0.00%
Other budgetary accounts (Note 2)	\$ 50,000	\$ -	0.00%	\$ 2,357,900	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 1,000	\$ -	0.00%
Total expenditures	\$ 3,654,529	\$ 749,844	20.52%	\$ 2,906,192	\$ 111,329	3.83%	\$ 11,695	\$ 694	5.93%	\$ 161,086	\$ 19,308	11.99%
Ending Fund Balance	\$ 525,289	\$ 866,321		\$ 6,791	\$ 1,275,544		\$ 2,305	\$ (1,876)		\$ 29,664	\$ 27,573	
Adjustments to bring Ending Fund Balance to Ending Cash Balance												
Assets												
Receivables		\$ 271,689			\$ 16,411			\$ -			\$ -	
Inventories		\$ 2,242			\$ -			\$ -			\$ 19,044	
NET EFFECT ON CASH		\$ (273,931)			\$ (16,411)			\$ -			\$ (19,044)	
Liabilities												
Accounts Payable		\$ 64,756			\$ -			\$ -			\$ -	
Unearned Revenue (Note 3)		\$ 65,067			\$ -			\$ -			\$ -	
Payroll		\$ 62,429			\$ -			\$ -			\$ 2,633	
NET EFFECT ON CASH		\$ 192,252			\$ -			\$ -			\$ 2,633	
NET ADJUSTMENTS		\$ (81,679)			\$ (16,411)			\$ -			\$ (16,411)	
ENDING CASH BALANCE		\$ 784,642			\$ 1,259,133			\$ (1,876)			\$ 11,162	

Agenda Item 5.B - Attachment #3
 Tillamook Bay Community College
 Summary Financial Information - Cash Status
 Preliminary for Fiscal Year-to-Date Ended August 2010
 16.67% of Budget Period Expended

	Enterprise Fund - Customized Training			Enterprise Fund - Culinary & Hospitality			Debt Service Funds			Capital Projects Funds		
	Budget	Actual	%	Budget	Actual	%	Budget	Actual	%	Budget	Actual	%
Beginning Cash Balance (Note 1)		\$ 7,003			\$ 158			\$ 41,132			\$ 2,131,097	
Beginning Fund Balance	\$ 7,003	\$ 7,003	100.00%	\$ 17,500	\$ 205	0.00%	\$ 40,326	\$ 50,804	125.98%	\$ 2,225,000	\$ 2,131,097	95.78%
Resources												
State Aid	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Grants and Contracts	\$ 3,000	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Tuition and Fees	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Local Taxes	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 611,037	\$ -	0.00%	\$ -	\$ -	0.00%
Timber	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Sale of Goods	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Interest	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 1,050	\$ 47	4.48%	\$ 20,000	\$ 1,999	10.00%
Rental	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Miscellaneous	\$ -	\$ -	0.00%	\$ -	\$ 43	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Repayment of Short-Term Loans	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 90,000	\$ 15,048	16.72%	\$ -	\$ -	0.00%
Total Revenues	\$ 3,000	\$ -	0.00%	\$ -	\$ 43	0.00%	\$ 702,087	\$ 15,095	0.00%	\$ 20,000	\$ 1,999	10.00%
Expenditures												
Salaries and Wages	\$ 4,000	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 96,000	\$ -	0.00%
Operating Expenditures	\$ 1,900	\$ -	0.00%	\$ 12,000	\$ -	0.00%	\$ 1,600	\$ 1,600	100.00%	\$ 768,000	\$ 46,683	6.08%
Capital Outlay	\$ -	\$ -	0.00%	\$ 2,000	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 96,000	\$ -	0.00%
Debt Service	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 736,003	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ 440	\$ -	0.00%	\$ 1,000	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 4,428	\$ -	0.00%
Repayment of Short-Term Loans	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Other budgetary accounts (Note 2)	\$ -	\$ -	0.00%	\$ 2,500	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Total expenditures	\$ 6,340	\$ -	0.00%	\$ 17,500	\$ -	0.00%	\$ 737,603	\$ 1,600	0.22%	\$ 964,428	\$ 46,683	4.84%
Ending Fund Balance	\$ 3,663	\$ 7,003		\$ -	\$ 248		\$ 4,810	\$ 64,299		\$ 1,280,572	\$ 2,086,413	
Adjustments to bring Ending Fund Balance to Ending Cash Balance												
Assets												
Receivables	\$ -	\$ -		\$ -	\$ -		\$ 33,909	\$ -		\$ -	\$ -	
Inventories	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
NET EFFECT ON CASH	\$ -	\$ -		\$ -	\$ -		\$ (33,909)	\$ -		\$ -	\$ -	
Liabilities												
Accounts Payable	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
Unearned Revenue (Note 3)	\$ -	\$ -		\$ -	\$ -		\$ 33,909	\$ -		\$ -	\$ -	
Payroll	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
NET EFFECT ON CASH	\$ -	\$ -		\$ -	\$ -		\$ 33,909	\$ -		\$ -	\$ -	
NET ADJUSTMENTS	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
ENDING CASH BALANCE	\$ 7,003	\$ 7,003		\$ 248	\$ 248		\$ 64,299	\$ 64,299		\$ 2,086,413	\$ 2,086,413	

Agenda Item 5.B - Attachment #3

Tillamook Bay Community College

Summary Financial Information - Cash Status

Preliminary for Fiscal Year-to-Date Ended August 2010

16.67% of Budget Period Expended

	Agency Fund			Financial Aid Fund		
	Budget	Actual	%	Budget	Actual	%
Beginning Cash Balance (Note 1)		\$ 2,479			\$ 106,096	
Beginning Fund Balance	\$ 2,000	\$ 2,479	123.95%	\$ 108,000	\$ 106,096	0.00%
Resources						
State Aid	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Grants and Contracts	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Tuition and Fees	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Local Taxes	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Timber	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Sale of Goods	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Interest	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Rental	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Miscellaneous	\$ 5,350	\$ 904	16.90%	\$ 106,475	\$ 7,012	6.59%
Repayment of Short-Term Loans	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ 6,600	\$ 655	9.92%	\$ 150,000	\$ 150,000	100.00%
Total Revenues	\$ 11,950	\$ 1,559	13.05%	\$ 256,475	\$ 157,012	61.22%
Expenditures						
Salaries and Wages	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Operating Expenditures	\$ 13,100	\$ 1,324	10.11%	\$ 257,922	\$ 6,331	2.45%
Capital Outlay	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Debt Service	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Repayment of Short-Term Loans	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Other budgetary accounts (Note 2)	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Total expenditures	\$ 13,100	\$ 1,324	10.11%	\$ 257,922	\$ 6,331	2.45%
Ending Fund Balance	\$ 850	\$ 2,714		\$ 106,553	\$ 256,777	
Adjustments to bring Ending Fund Balance to Ending Cash Balance						
Assets						
Receivables		\$ -			\$ -	
Inventories		\$ -			\$ -	
NET EFFECT ON CASH		\$ -			\$ -	
Liabilities						
Accounts Payable		\$ -			\$ -	
Unearned Revenue (Note 3)		\$ -			\$ -	
Payroll		\$ -			\$ -	
NET EFFECT ON CASH		\$ -			\$ -	
NET ADJUSTMENTS		\$ -			\$ -	
ENDING CASH BALANCE		\$ 2,714			\$ 256,777	

\$ 4,470,515

Cell: A10

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

Cell: A35

Comment: Note 2. Contingency in the General Fund and Enterprise Fund and Reserves in Special Fund.

Cell: A49

Comment: Note 3. Assessed but unreceived property taxes and deferred tuition and fees when applicable.

Board Membership Vacancy

RECOMMENDATION

Information only – no action requested.

BACKGROUND INFORMATION-----Vice Chair Shaw

Work is ongoing to fill the Board Vacancy declared due to Director Ruth Jensen's resignation. Director Jensen represents Zone 3 and her term ends June 31, 2013. An appointment needs to be made of someone residing in that zone with an election required next spring to complete her term.



2011-2012 Budget Development Guidelines and Calendar

RECOMMENDATION

Approve the 2011-2012 Budget Development Guidelines and Calendar.

BACKGROUND INFORMATION ----- Comptroller Williams

Last month the Budget Development Guidelines were presented for Board review and comment. At this meeting the Board is being asked to approve the Guidelines and Calendar so that orderly planning for the 2011-2012 Budget may commence.

The Proposed 2011-2012 Budget Development Guidelines are broad in scope and designed to provide policy direction for preparation of the budget. A table is provided that correlates the Guidelines with our Mission and Board approved goals.



2011-2012 Budget Development Guidelines

Guideline	Gloss ¹
Assessment and Planning: Financially support comprehensive planning and assessment activities leading to continuous improvement in fulfilling the College's mission and core themes.	Determining the short, intermediate, and long-range goals, objectives, and activities necessary to fulfill the College's mission goals, and core themes in a continuously improving manner is essential to meet the expectations of those TBCC is charged to serve.
Educational Program Support: Direct the highest levels of financial support to those programs and courses with a demonstrated potential for growth in the following priority order: (1) degree and certificate programs, (2) other credit courses, (3) reimbursable non-credit programs and courses, (4) non-reimbursable. If resources are not sufficient to fund all existing programs, exit them in reverse priority order.	This guideline addresses a key principle: to remain viable, resources must be invested where they will provide the best return. It also acknowledges TBCC's roles as a comprehensive community college with support for core themes of Collegiate and General Education, Workforce Development, Developmental Education, and Community Enrichment.
Educational Program Equipment: Give priority to maintaining up-to-date instructional technology and training equipment.	In today's highly technological society, students trained on modern equipment are afforded the highest opportunity for success. In addition, the competitive nature of the higher education industry places an institution that does not maintain up-to-date training equipment at a significant disadvantage.
Facilities: Maintain current facilities and acquire facilities necessary to achieve mission, goals, and strategic plans.	The 2011-2012 budget will include effort for further development of plans to construct the College's North and South County satellite learning centers.
Technological Resources: Provide computing and other technological resources leading to enriched educational opportunities for students and enhanced management information systems.	Information technologies are expanding at a phenomenal pace. Developing and maintaining a technological infrastructure to support information technologies is a paramount objective of progressive institutions of higher education. To serve the best interests of students, and to meet the information and accountability demands of the public, TBCC must establish a long-term financial commitment to this objective.
Faculty and Staff Development: Encourage faculty and staff development and training.	The professional staff is the single most consequential resource of the College. Maintaining this resource by supporting a process that encourages renewal of professional development and training is essential.
Staff Remuneration: Adjust salary levels to reflect, at a minimum, a constant value equivalent with 2010-2011 salary levels after accounting for inflation. Within the constraints imposed by fiscal and other limitations, adjust salaries to a level reflective of the median average of the rural community colleges in Oregon.	A key to attracting and keeping outstanding professional staff is to maintain remuneration at levels competitive with those offered by other similar community college employment opportunities in Oregon.
Student Tuition and Fees: Within the constraints imposed by fiscal and other limitations, target movement of general tuition and fees to a level generally equivalent to those of Oregon's other community colleges and not exceeding those of our contracting college.	Community colleges are colleges of the people. Providing access to TBCC's educational offerings is a concept intrinsic to the foundation of the College's mission. Targeting tuition and fees to level reflective of neighboring and statewide institutions ensures maintenance of this objective.
Professional Representations: Emphasize professional quality in all public representations of the College.	Public representations of the College impact perceptions. Positive perceptions advance public support and recruiting efforts.



Guideline	TBCC Goal	NWCCU Resources and Capacity Areas
Assessment and Planning	Goal 1: Educational Needs Goal 5: Financial Resources Goal 7: Economic Development	Governance Human Resources Education Resources Student Support Resources Library and Information Resources Financial Resources Physical and Technical Infrastructure
Educational Program Support	Goal 1: Educational Needs Goal 2: Courses and Programs Goal 5: Financial Resources	Human Resources Education Resources Student Support Resources Library and Information Resources Financial Resources
Educational Programs Equipment	Goal 2: Courses and Programs Goal 3: Support Services	Education Resources Library and Information Resources Physical and Technical Infrastructure
Facilities	Goal 6: Facilities	Physical and Technical Infrastructure
Technological Resources	Goal 3: Support Services Goal 5: Financial Resources	Educational Program Student Support Resources Library and Information Resources Financial Resources Physical and Technical Infrastructure
Professional Representation	Goal 2: Courses and Programs Goal 3: Support Services Goal 4: Staff and Faculty Goal 7: Economic Development	Governance Human Resources Education Resources Student Support Resources Library and Information Resources
Staff Development	Goal 4: Staff and Faculty	Governance Human Resources Education Resources Student Support Resources
Staff Remuneration	Goal 4: Staff and Faculty Goal 5: Financial Resources	Human Resources Education Resources Student Support Resources Financial Resources
Student Tuition and Fees	Goal 1: Educational Needs Goal 5: Financial Resources	Governance Student and Support Resources Financial Resources



Board-Approved Mission Statement

Tillamook Bay Community College provides access to quality education in response to the needs of our community.

Board-Approved Core Themes

Collegiate and General Education
Workforce Development
Developmental Education
Community Enrichment

Board-Approved Institutional Goals

- ~~Goal 1: Identify and address the educational needs of the community.~~
- ~~Goal 2: Provide quality courses and programs to enable students to achieve their educational, career, and lifelong learning goals.~~
- ~~Goal 3: Provide support services to enable students to achieve their educational, career, and lifelong learning goals.~~
- ~~Goal 4: Recruit, develop, and retain qualified staff and faculty to meet the mission and goals of the College.~~
- ~~Goal 5: Develop new sources of funding and enhance existing sources of funding.~~
- ~~Goal 6: Provide facilities to support the mission, vision, and goals of the College.~~
- ~~Goal 7: Develop a leadership role in the economic development of the community.~~

Board-Approved Vision Statement

The College, in partnership with the community, strives to be a center for educational excellence that provides access to lifelong learning; bridges to opportunity; an environment for innovation and intellectual pursuits; and leadership in the economic, cultural, and intellectual evolution of our community.

¹ Explanation of logic supporting the implementation of Budget Development Guidelines. The gloss is meant to elucidate, not substitute for, the Guideline.



Tillamook Bay Community College 2011-2012 Budget Schedule

	Time Line	Personnel	T a s k s
1.	September 13, 2010	College Board of Education	Appoint College Dean of Administrative Services as Budget Officer
2.	September 13 through October 4, 2010	College Board of Education	Review and Refine Budget Development Guidelines
3.	October 4, 2010	College Board of Education	Approve Budget Development Guidelines and Schedule
4.	January 4 through January 21, 2011	Budget Administrators Budget Coordinators	Identify Budget Coordinator and Budget Administrator positions. Review forms and processes for improvement. Complete training for all Budget Administrators and Budget Coordinators. Training provided at team level when requested. Training to include forms and process.
5.	January 24, 2011	Budget Administrators	Target date to distribute 2011-2012 budget worksheets.
6.	January 24 through February 18, 2011	Budget Administrators Budget Coordinators Budget Teams	Budget Administrators work with Budget Coordinators and Department Budget Teams to prepare recommendations for the 2011-2012 budget along with supporting material. Consult with Dean of Administrative Services for needed information.
7.	February 7, 2011	College Board of Education	Appoint Public Budget Committee members as needed.
8.	February 16, 2011		Consumer Price Index Available for calculating cost of living
9.	February 16, 2011	Dean of Administrative Services	Deadline to complete 2011-2012 revenue projection assumptions.
10.	February 16, 2011	Budget Administrators	Budget Administrators send budget worksheets to the Dean of Administrative Services for compiling document.
11.	February 28 through March 11, 2011	Budget Officer Budget Administrators	Meet to review and discuss budget proposals and work on balancing budget.
12.	March 7, 2011	College Board of Education	Approve 2011-2012 salary schedule and cost of living adjustment
13.	March 14 through April 15, 2011	Budget Administrators Budget Coordinators Budget Teams	Budget Administrators meet with budget teams to discuss budget balance progress for 2011-2012 Preliminary Proposed Budget.
14.	April 18, 2011	Budget Officer Budget Administrators	Meet to finalize 2011-2012 Proposed Budget.
15.	April 18 through April 22, 2011	Budget Officer/Business Office	Compilation of proposed budget document.
16.	April 25 through April 29, 2011	Business Office	Publish, mail and distribute preliminary 2011-2012 Budget to Public Budget Committee Members and Budget Coordinators.
17.	May 16, 2011	Budget Committee Budget Officer	1st Public Budget Committee Meeting. Receive budget message and deliberate on content. Hold Public Hearing on Proposed Budget, review Proposed Budget and approve 2011-2012 budget and tax levy.
18.	May 18, 2011	Business Office	Publish Notice of Budget Hearing and Financial Summary.
19.	June 20, 2011	College Board of Education	Hold Public Hearing on 2011-2012 budget approved by Public Budget Committee. Enact Resolutions to adopt budget, make appropriations, levy property taxes and categorize property tax levy for 2011-2012.
20.	Before July 15, 2011	Business Office	Submit Budget levy and resolutions to County Assessor.

Strategic Planning and Accreditation

RECOMMENDATION

Recommend adoption of mission and core themes.

BACKGROUND INFORMATION-----Dean Gates

As reported at the last board meeting, the Planning Steering Committee has reviewed Tillamook Bay Community College's mission and core themes and recommends maintaining both as previously stated:

Mission Statement: Tillamook Bay Community Colleges provides access to quality education in response to the needs of our community.

Core Themes: Collegiate and General Education
 Workforce Development
 Developmental Education
 Community Enrichment

Rather than explicitly incorporating the core themes in the mission statement, the Planning and Steering Committee recommends that the College state the core themes in the context of the mission. For example, "In order to accomplish its mission, the College focuses on the core themes of Collegiate and General Education, Workforce Development, Developmental Education, and Community Enrichment."

In a related development, the Planning and Steering Committee suggests abandoning TBCC's past institutional goals as they no longer fit TBCC's new planning and accreditation models. The goals as stated were aligned to previous, functionally-oriented accreditation standards. The functional areas previously represented by the institutional goals (e.g., governance, human resources, student support, etc.) are now addressed under accreditation Standard Two. Under the new accreditation standards, TBCC will be aligning mission fulfillment with core themes and core theme objectives. The Planning and Steering Committee anticipates proposing new institutional goals aligned with core theme objectives in the near future.



Courses and Curricula

RECOMMENDATION

Information only – no action requested.

BACKGROUND INFORMATION ----- Dean Gates

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



Grants and Contractsⁱ

RECOMMENDATION

There are no grants or contracts to be reported to the Board this month.

BACKGROUND INFORMATION ----- Comptroller Williams

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



Board of Education Policyⁱ

RECOMMENDATION

There are no policies for review this month.

BACKGROUND INFORMATION ----- Vice President Green

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



Facilities

RECOMMENDATION

Information only – no action requested.

BACKGROUND INFORMATION ----- Comptroller Williams

- Central Campus



Capital Construction Projects

RECOMMENDATION

Information only – no action requested.

BACKGROUND INFORMATION ----- Vice President Green

- TBCC/Oregon State University Open Campus update



Personnel

RECOMMENDATION

Information only – no action requested.

BACKGROUND INFORMATION ----- Vice President Green



Announcements and General Information

RECOMMENDATION

Information only – no action requested.

BACKGROUND INFORMATION ----- Vice President Green

- Annual Mildred Davy Memorial Scholarship Luncheon: Thursday, October 21, please RSVP to Sue by October 14. Tickets are \$15 each or 2 for \$25. There are also 4 great raffles valued at \$500, raffle tickets are \$5 each or 5 for \$20.

