

Board of Education Meeting Agenda

Date: Monday, September 10, 2012 **Room 3**
 TBCC South, 3466 Parkway Dr., Cloverdale, OR

Time: 6:30p.m.

Open House – 4 to 6:00

Dedication at 5:30

Joint Board Workshop with Nestucca Valley School District 6:30 to 7:00

- A. Call to Order • Acknowledge Guests** ----- Chair Wakefield
- B. Approval of the Agenda** ----- (Action) Chair Wakefield
- C. Invitation of Public Comment** ----- Chair Wakefield
 Available at both the beginning and end of the meeting is an opportunity for the public to comment on any issue within the jurisdiction of the Tillamook Bay Community College Board of Education. The Board Chair may determine reasonable time, space and manner limitations. At the conclusion of public comment, individual members of the Board may respond to comments made by those who have addressed the Board, may ask staff to review a matter, or may ask that a matter be put on a future agenda.
- D. Opportunities for post-secondary education**----- President Green and Superintendent Hedrick

Regular Board Meeting

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order • Acknowledge Guests -----	Chair Wakefield
2.	Approval of the Agenda -----	(Action) Chair Wakefield
3.	Invitation of Public Comment -----	Chair Wakefield
	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.	
4.	Approval of the June 7, 2012 Minutes -----	(Action) Chair Wakefield
5.	New Business	
	A. Org/finance/leg designations-----	(Action) Comptroller/Budget Officer Williams
	B. Budget development guidelines and schedule -----	Comptroller/Budget Officer Williams
6.	Reports	
	A. Oregon Community College Association -----	President Green
	B. Financial Report -----	Comptroller/Budget Officer Williams
7.	Standing Business	
	A. Strategic Planning and Accreditation -----	Dean Gates
	B. Board of Education Policy -----	President Green
	C. Facilities -----	(Action) President Green
	D. Personnel -----	Director Ryan
8.	Announcement and General Information -----	
		President Green
9.	Invitation of Public Comment -----	
		Chair Wakefield
10.	Board Member Discussion Items -----	
		Chair Wakefield
11.	Adjournment -----	
		(Action) Chair Wakefield

Approval of Agenda

RECOMMENDATION

MOTION TO APPROVE THE AGENDA FOR THE SEPTEMBER MEETING.

BACKGROUND INFORMATION----- Chair Wakefield



Invitation of Public Comment

RECOMMENDATION

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.

BACKGROUND INFORMATION----- Chair Wakefield



Approval of June 4, 2012 Minutes

RECOMMENDATION

MOTION TO APPROVE THE JUNE MINUTES.

BACKGROUND INFORMATION----- Chair Wakefield

Board of Education Meeting Minutes

Monday, June 4, 2012
6:00 pm, Room 214

Board Members Present:

Rose Wharton, Ann Swain, Jim McGinnis, Debbie Lincoln, and Steven J. Shaw.

Staff Members Present:

Sheryl Neu, Pat Ryan, Michele Burton, Lori Gates, Kyra Williams and Connie Green

Special Board Meeting on 2011-2012 Supplemental Budget

Call to Order

The special Board meeting was called to order at 6:05 pm by Chair Shaw.

Approval of Agenda

A motion to approve the agenda was made by Director Wharton and seconded by Director Swain. The motion carried.

New Business

Public Hearing on 2011-2012 Supplemental Budget Resolution (item C). Comptroller Williams walked the board through the supplemental budget for 2011-2012. The Chair opened the conversation for public comment. There was no public comment at this time.

Adjournment

A motion to adjourn the special meeting was made by Director Wharton and seconded by Director Swain. The motion carried and the meeting was adjourned at 6:10 pm.



Board of Education Meeting

Call to Order—Acknowledge Guests

The regular meeting of the TBCC Board of Education was called to order by Chair Shaw at 6:20 pm.

Approval of Agenda

A motion to approve the agenda was made by Director Wharton and seconded by Director McGinnis. The motion carried.

Invitation of Public Comment

There was no public comment at this time.

Approval of the May 7, 2012 Minutes

A motion to approve the minutes of the May 7, 2012 Board meeting was made by Director Lincoln and seconded by Director Wharton. The motion carried.

New Business

Adoption of 2011-2012 Supplemental Budget Resolution (Agenda item 5.A)

A motion to adopt the 2011-2012 Supplemental Budget Resolution was made by Director Wharton and seconded by Director Swain. The motion carried.

Adoption of 2012-2013 Budget, Make Appropriations and Impose and Categorize Property Taxes (Agenda item 5.B)

A motion to adopt the 2012-2013 budget, make appropriations and impose and categorize property taxes was made by Director Wharton and seconded by Director Swain. The motion carried.

Election of Officers (Agenda item 5.C)

Nominations for Board Chair and Vice Chair were discussed. Following discussion the slate of officers including Craig Wakefield as Chair and Debbie Lincoln as Vice Chair was presented.

A motion to approve the slate of officers was made by Director McGinnis and seconded by Director Swain. The motion carried.

Old Business

2012-2013 Board Meeting Schedule (Agenda item 6.A)

President Green noted that the schedule includes the September meeting taking place at TBCC South, following an open house and dedication. A possible meeting in North County later in the year is pending at this time. Director McGinnis asked that the North County Meeting date be set by September if possible.

A motion to approve the 2012-2013 Board meeting schedule was made by Director Lincoln and seconded by Director McGinnis. The motion carried.



Achievement Compact (Agenda item 6.B)

The Board was given the opportunity to recommend changes to a cover letter that will accompany the Achievement Compact. Director Lincoln will help with the revision of the cover letter. The revised letter and Achievement Compact will be sent to the Board.

A motion to approve the Achievement Compact was made by Director Lincoln and seconded by Director Swain.

Budget Committee Membership (Agenda item 6.C)

A motion to approve the budget committee membership was made by Director Wharton and seconded by Director Swain. The motion carried.

Reports

Oregon Community College Association Board Report (Agenda item 7.A)

Director Swain reported that there was much concern expressed at the last meeting regarding the way the Achievement Compact appear to be in contract form. President Green noted that there are many changes being implemented in the coming months and it won't be clear how everything works together until June 2013.

Financial Report (Agenda item 7.B)

Comptroller/Budget Officer Williams presented the financials through April. There were no questions.

Standing Business

Strategic Planning and Accreditation (Agenda item 8.A)

Dean Gates stated that Foundations of Excellence is close to being completed and that she feels it has been a very rewarding experience. During this process the dimensions committees have organized 20 high priority items around five themes: Communication, College Culture, Mission, Vision and Philosophy, Staff and Faculty Development, Student Support, Student Data Research Tracking and Monitoring. Several committees recommended that the current first year experience, such as the On Course class, be continued. Dean Gates also noted that a lot of the data collected during Foundations of Excellence can be used to help with focus on Achieving the Dream.

Courses and Curricula (Agenda item 8.B)

A motion to accept the changes to the Green Technician Certificate was made by Director Wharton and seconded by Director Swain. The motion carried.

Board of Education Policy (Agenda item 8.C)

Second reading of the veteran's policy, the integrated pest management policy as well as the salary grades and pay scales. In addition the following changes in job titles will occur: Dean of Instructional Services will become Chief Academic Officer and there will be a Director of Facility, Safety, and Human Resources.

A motion to approve the policy and title changes was made by Director Lincoln and seconded by Director Wharton. The motion carried.

Facilities (Agenda item 8.D)



It has been suggested that the main classroom at TBCC South be named for Eva and Marvin Noble. The Nobles were passionate about education and dedicated to South County. President Green stated that the suggestion does follow college policy on naming of facilities/rooms. After discussion there was a leaning toward naming the room for the Nobles. An official vote will be held in September. President Green will have the named room plate up for the open house.

Personnel (Agenda item 8.E)

The Pathways Specialist position has been posted and approximately eight (8) applications have been received to date. Review of applications begins on June 17th.

David Darnall has been hired to fill the Financial Aid advisor position. His first day was June 4, 2012.

Announcements and General Information

Barb Casteel, advisor and Justin Roth, President and Western Regional District Officer of Phi Theta Kappa, the honor society of two year colleges shared information regarding national and regional awards received throughout this school year by the TBCC chapter of PTK. Barb was presented with a letter and pin for her 10+ years of service to PTK.

Graduation is June 15th beginning at 6:30 pm at the Nazarene Church on Third Street. Please be there by 5:30 for pictures.

A joint work session with Tillamook School District is June 18th from 5:30 to 6:30 at the District offices, 2510 First Street. On the agenda---College Career Ready.

OCCA Development Workshop is July 11th and 12th. Director Lincoln will attend.

Tillamook County Fair is August 8 – 11. The College is sharing a booth with Oregon Open Campus and WorkSource Oregon. Volunteers are needed for evening shifts.

OCCA Conference is November 8 – 10, in Salem.

Invitation for Public Comment

No comment at this time.

Board Member Discussion Items

President Green will email the Board members with information regarding which Board members will be coming up for elections in 2013.

Adjournment

A motion to adjourn the meeting was made by Director McGinnis and seconded by Director Swain. The motion carried and meeting was adjourned at 7:45 pm.



2012-2013 Organization, Finance and Legal Designations

RECOMMENDATION

RESOLVE TO APPROVE THE 2012-2013 ORGANIZATION, FINANCE, AND LEGAL DESIGNATIONS AS LISTED BELOW.

BACKGROUND INFORMATION-----Comptroller/Budget Officer Williams

1. Designate Clerk, Deputy Clerk, Secretary

Move that President Connie Green be designated Clerk, Comptroller/Budget Officer Kyra Williams be designated Deputy Clerk, and Connie Green be designated Board Secretary for the 2012-2013 Fiscal Year. (O.R.S. 332.515)

2. Authorize Bonding of District Employees

Move that bonding for the 2012-2013 Fiscal Year be in the amount of \$100,000 per loss for Public Employee Dishonesty Coverage and Faithful Performance of Duty, which includes broad crime coverage for all employees, non-compensated officers, and directors.

3. Designate Depositories for TBCC Funds

Move that the Tillamook branches of the U.S. National Bank, Wells Fargo Bank, and Sterling Savings Bank be authorized for depositories for any and all funds received and/or invested on behalf of TBCC during 2012-2013; and that the State of Oregon investment pool is authorized as a depository for District funds during the 2012-2013 Fiscal Year. (O.R.S. 328.441 and 294.805 to 294.895)

4. Authorize Investment of TBCC Funds

Move that the President/Clerk as governed by TBCC Policy, and in the manner specified in Oregon Law, be authorized to invest funds on behalf of Tillamook Bay Community College during the 2012-2013 Fiscal Year. The Clerk may delegate this authority in writing to the Comptroller/Budget Officer, Kyra Williams, at such times and to such extent as the Clerk determine to be necessary or desirable.

5. Authorize General Fund Borrowing

Move that the President/Clerk be authorized to borrow an amount not to exceed \$250,000 from the General Fund to meet cash flow needs of the Special Fund and Enterprise Fund.

6. Authorize Payrolls

Move that approval be granted for payment of District Payroll Accounts when due as governed by fiscal policies for the 2012-2013 Fiscal Year.



7. Authorize Accounts Payable

Move that approval be granted for payment of District Accounts Payable when due as governed by fiscal policies for the 2012-2013 Fiscal Year.

8. Name the Budget Officer

Move that the Comptroller/Deputy Clerk be named Budget Officer for Budget Year 2013-2014. (O.R.S. 294.331)

9. Grant Authority to Sign and Administer Federal and State Grant Funds

Move that the President/Clerk be authorized to sign Federal and State project forms and administer the programs on behalf of the District for projects authorized by the Board for the 2012-2013 Fiscal Year. The President/Clerk may delegate this authority in writing to the Comptroller/Budget Officer, Kyra Williams, at such time or times and to such extent as the President/Clerk determines the delegation necessary or desirable.

10. Establish Public Contract Review Board

Move that the Board of Directors act as the Contract Review Board for the District for the 2012-2013 Fiscal Year, approve the Local Contract Review Board Rules, and delegate this authority to the President/Clerk for contracts not exceeding \$25,000. (O.R.S. 279.055)

11. Establish Reimbursement Rate for Personal Car Mileage While Conducting College Business

Move that the reimbursement rate for authorized personal car mileage conform to the Internal Revenue Service rate.

12. Establish Reimbursement Rates for Meals and Lodging

Move that the reimbursement rate for lodging and meals be established at actual cost.

13. Authorize Write-off of Accounts Receivables

Move that the President/Clerk be authorized to write-off individual accounts receivable determined uncollectible after all reasonable collection efforts have been exhausted in amounts not to exceed \$1,000.

14. Establish Petty Cash Accounts

Move that a Petty Cash account in the amount shown for the 2012-2013 Fiscal Year be established for the purpose of reimbursement of individuals or for small, immediate purchases. An initial amount as designated below shall be maintained upon receipt verification as needed.

Business Office	\$ 100.00
Custodian	Kyra Williams



15. Authorize Acquisition of Federal Surplus Property

Move that the President/Clerk and Comptroller/Deputy Clerk be authorized as representatives of Tillamook Bay Community College to acquire Federal surplus property from the Oregon State Agency for surplus property.

16. Authorize Check Signatures.

Authorize the President/Clerk; Director of Facilities, Safety, and Human Resources; or Chief Academic Officer; be authorized to sign checks of less than \$5,000; and for checks of \$5,000 and over, two signatures of the following three individuals: the President/Clerk; the Director of Facilities, Safety, and Human Resources; or the Chief Academic Officer, be authorized/required.

17. Designation of Auditor

Move to approve continuing contract of Kenneth Kuhns & Co. as auditor for 2011-2012 Fiscal Year audit performed during 2012-2013.

18. Designation of Legal Counsel

Move to approve Christopher Kittell as general legal counsel and Kathy Peck as personnel legal counsel.

19. Designation of Insurance Agent of Record

Move to approve Jeff Hurliman as insurance agent of record.

20. Credit Cards Authorization

Move to approve use of credit cards for authorized purchases and travel expenses (unauthorized use will require reimbursement to college) for the following:

Name	Credit Limit
President	\$2,500
Chief Academic Officer	\$2,500
Comptroller	\$2,500
Executive Director of the Foundation and Advancement	\$2,500
Business Office Specialist (A/P, Purchasing)	\$10,000



Budget Development Guidelines and Schedule

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION ----- Comptroller/Budget Officer Williams

Budget Development Guidelines and Calendar are presented for Board review and comment. In October, the Board will be asked to approve the Guidelines and Calendar so that orderly planning for the 2013-2014 Budget may commence.

The Proposed 2013-2014 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.



2013-2014 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, core themes, and strategic initiatives.	Determining the short, intermediate, and long-range goals, objectives, and activities necessary to fulfill the College's mission 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 in up to date labs and 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, core themes, and strategic initiatives.	TBCC recently completed several capital construction projects including: the new central campus building, a new technical training center in remodeled Tillamook School District facilities, and TBCC South. Our new facilities are expected to fully support the institution and the students it serves and allow TBCC to better fulfill its mission, goals, and strategic plans.
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 2012-2013 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.



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 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.

ⁱ 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 2013-2014 Budget Schedule

	Time Line	Personnel	T a s k s
1.	September 10, 2012	College Board of Education	Appoint College Comptroller as Budget Officer
2.	September 10 through October 1, 2012	College Board of Education	Review and Refine Budget Development Guidelines
3.	October 1, 2012	College Board of Education	Approve Budget Development Guidelines and Schedule
4.	October 2012 through January 14, 2013	Budget Managers	Review forms and processes for improvement. Begin budget development.
5.	January 14 through February 8, 2013	Budget Managers	Budget Managers work with Departments to prepare recommendations for the 2013-2014 budget along with supporting material. Consult with Comptroller for needed information.
6.	February 4, 2013	College Board of Education	Appoint Public Budget Committee members as needed.
7.	February 11, 2013	Budget Managers	Budget Managers send budget worksheets to the Comptroller for compiling document.
8.	February 18, 2013	Budget Officer	Consumer Price Index available for calculating cost of living. Deadline to complete 2013-2014 revenue projection assumptions.
9.	February 18 through March 4, 2013	Budget Officer Budget Managers	Meet to review and discuss budget proposals and work on balancing budget.
10.	February 25 through March 4, 2013	Budget Managers	Budget Managers meet with departments to discuss budget balance progress for 2013-2014 Preliminary Proposed Budget.
11.	March 4, 2013	College Board of Education	Approve 2013-2014 tuition and fee schedule and cost of living adjustment
12.	March 15, 2013	Budget Officer Budget Managers	Meet to finalize 2013-2014 Proposed Budget.
13.	March 15 through April 1, 2013	Budget Officer	Compilation of proposed budget document.
14.	April 1, 2013	Budget Officer	Publish, mail and distribute preliminary 2013-2014 Budget to Public Budget Committee Members and Budget Managers.
15.	April 15, 2013	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 2013-2014 budget and tax levy.
16.	May 22, 2013	Budget Officer	Publish Notice of Budget Hearing and Financial Summary.
17.	June 3, 2013	College Board of Education	Hold Public Hearing on 2013-2014 budget approved by Public Budget Committee. Enact Resolutions to adopt budget, make appropriations, levy property taxes and categorize property tax levy for 2013-2014.
18.	Before July 15, 2013	Budget Officer	Submit Budget levy and resolutions to County Assessor.

Oregon Community College Association Board Report

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION ----- President Green

Over the summer the Oregon Education Investment Board and the new Chief Education Officer, Dr. Rudy Crew, have developed a strategic plan for Oregon's education enterprise. At the Board meeting the plan will be discussed as well as other community college committees and issues that may affect the work plan. The following is the link to the current work plan

<http://cms.oregon.gov/gov/docs/OEIB/aStrategicPlanOverviewFinal.pdf>.

The work plan follows.



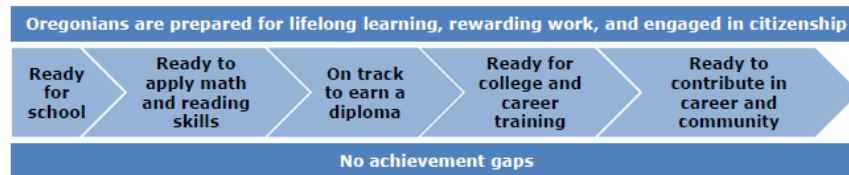
Oregon Education Investment Board Chief Education Officer Strategic Plan Overview

August 7, 2012





The Governor set forth a vision leading to the OEIB-adopted outcomes and indicators that drive state education strategies



Under the leadership of the Chief Education Officer, all education institutions (P-20) will mobilize efforts around a vision in order to reach the outcomes and indicators

Vision Statement

So that the destiny of Oregon's children shall not fall to the conundrum of fiscal challenges or ideological division, the OEIB will mobilize its effort around a vision that will use the statutory right to create, align and build a P-20 system and the moral authority to influence, convene, report, and measure the conditions of student success.

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Ten Guiding Principles will lead the work at all stages

1. Urgency over incrementalism
2. Future success over past failures
3. Building confidence and creativity in children
4. Home, culture and parenting
5. Authentic assessment of student learning
6. Equity and diversity in all decisions
7. Data to identify and support best practices
8. Outcomes over inputs
9. Put the needs of children first
10. Stimulate the marketplace of ideas and innovation over the maintaining the status quo

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To accomplish its vision, the organization has five overall objectives for the next three years

1. Complete the design and implement the P-20 structure
2. Design and implement high-impact, cost-effective initiatives that improve achievement of all students
3. Assess, write, and respond to policies needed to accomplish student achievement initiatives and to create the "loose/tight" direction of Oregon Learns
4. Create an outcome-based budget, aligned to initiatives
5. Work to build an informed, motivated, and engaged public

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Each objective has initiatives (or high-level activities) that must be completed – Objective 1

Objective 1
Complete the design and implement the P-20 structure

1. **Continue to specify how to operationalize P-20 integration, particularly around governance and structure**
 - a. What is the most efficient and effective structure of governance and operations given the shift from being a compliance body to one of support?
 - b. What is the organization best positioned to offer in support to the field (e.g., R&D, accumulation and dissemination of best practices, standards and assessments) and how?
 - c. What is the most effective way to ensure accountability across the state?
2. **Create a uniformed set of learning standards, assessment tools, and support systems**
3. **Complete the creation of the longitudinal data system**

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Each objective has initiatives (or high-level activities) that must be completed – Objective 2

Objective 2
Design and implement high-impact, cost-effective initiatives that improve achievement of all students

1. **Implement initiatives that directly affect student learning in all segments along the P-20 continuum, including but not limited to:**
 - a. Early childhood education redesign
 - b. Focus on literacy (particularly in elementary and middle schools)
 - c. Focus on STEM (particularly in middle school through grade 20)
 - d. Focus on transitions at all levels (preschool → kindergarten, ES → MS, MS → HS, and HS → career and college)
 - e. Pathways to college, universities, and careers by seamlessly linking elements of high school and post-secondary institutions/opportunities
 - f. Strategic use of technology for students, teachers, and families for tutoring, mentoring, and knowledge sharing
2. **Determine and implement processes of support and accountability for achievement compacts**
3. **Analyze initiatives on an on-going basis to understand impact and ROI**

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Each objective has initiatives (or high-level activities) that must be completed – Objective 3

Objective 3
Assess, write, and respond to policies needed to accomplish achievement initiatives and create the "loose/tight" direction of Oregon Learns

1. **Analyze, write, and advocate for policies that support education initiatives and positively affect how education is delivered in the field, specifically policies regarding:**
 - a. Teaching and learning (e.g., valuable and timely assessments, flexible teaching practices, early learning)
 - b. Local versus state control
 - c. Equity
 - d. Funding
2. **Create a policy framework, including R&D, consistent with the "loose/tight" direction of Oregon Learns**
3. **Review current policies with an eye towards which should be eliminated to achieve strategies and lessen the compliance burden of the field**

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Each objective has initiatives (or high-level activities) that must be completed – Objectives 4 and 5

Objective 4
Create an outcome-based budget, aligned to student achievement initiatives

1. Complete the creation of the strategic and operational plan (including intended outcomes and metrics)
2. Contribute to the development of the 2013-2015 budget, tying the budget to strategic initiatives and outcomes

Objective 5
Work to build an informed, motivated, and engaged public

1. Create channels of two-way communication with major stakeholders about the need for change, strategic initiatives, opportunities for the public to engage, and ROI
2. Use achievement compacts to establish specific accountability measures for individual communities
3. Support learning organizations in creating strategies, tools, and practices to engage their communities

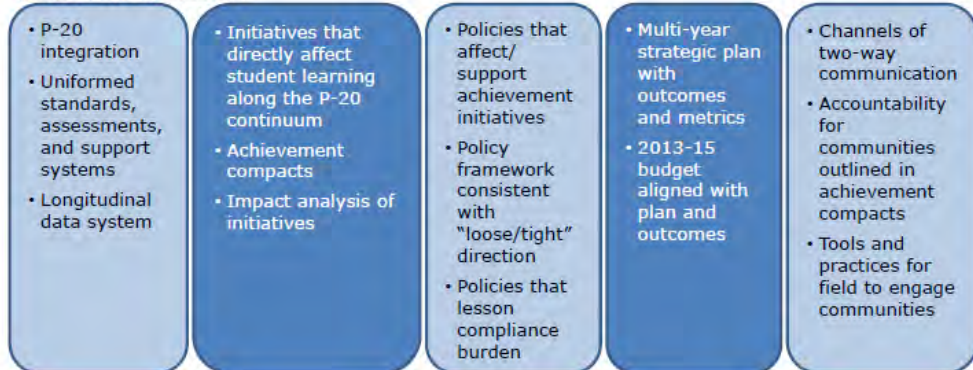
10

Summary of objectives and initiatives/deliverables

Objectives



Initiatives/Deliverables



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Specific milestones will be reached by the end of 18 months

Objective	Milestone
1. Complete the design and implement the P-20 structure	<ul style="list-style-type: none"> • All operational and structural questions are answered and communicated • Governance structures are in place with clearly defined charters • Plan (with timeline and milestones) and budget for creating and aligning standards and assessments for P-20 is created • Longitudinal database system and ROI dashboard are completed
2. Design and implement initiatives that improve achievement for all students	<ul style="list-style-type: none"> • Plans (with timelines and milestones) and budgets for the development of student initiatives are created and communicated • All first-year milestones of plans are achieved • All processes for achievement compacts are defined, communicated to field, and implemented

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Specific milestones will be reached by the end of 18 months (cont.)

Objective	Milestone
3. Assess, write, and respond to policies needed to accomplish student achievement initiatives and to create the "loose/tight" direction of Oregon Learns	<ul style="list-style-type: none"> • Policies relating to specified topics* are assessed and gaps/issues have been identified • Desired changes to current policies and proposed new policies are written and approved • Advocacy has begun for specific, strategic policies • Policy framework is created, adopted, and communicated
4. Create an outcome-based budget, aligned to student achievement initiatives	<ul style="list-style-type: none"> • Three-year strategic plan (with metrics and outcomes) is created, adopted, and communicated • 2013-2015 budget is created and tied directly to plan and outcomes

* Specific topics include policies on teaching and learning, control, equity, and funding.

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Specific milestones will be reached by the end of 18 months (cont.)

Objective	Milestone
5. Work to build an informed, motivated, and engaged public	<ul style="list-style-type: none">• Channels of two-way communication are defined for each major stakeholder group, with goals and frequency specified• On-going formal communication with targeted stakeholders has begun• Selected achievement compacts are revised with input from applicable communities• Communication strategies, tools, and practices are created and shared with field

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Oregon Education Investment Board

Next Steps:

1. Update high-level strategic plan with input from OEIB
2. Develop multi-year operational plan – includes timelines, milestones, deliverables and resources required for each department and agency
3. Create metrics and outcomes for each organizational and department/agency initiative
4. Align budget and strategic/operations plan

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Financial Report

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION----- Comptroller/Budget Officer Williams
Comptroller/Budget Officer Williams will be prepared to present the financial reports and address questions.



Tillamook Bay Community College
 Unaudited Summary Financial Information
 General Fund
 Fiscal Year-to-Date Ended July 2012
 8.33% of fiscal year elapsed

	FY 2011-2012			FY 2012-2013		
	Annual Budget	07/31/11 Actual	Percentage of Budget	Annual Budget	07/31/12 Actual	Percentage of Budget
Resources						
Beginning Fund Balance	\$ 982,678	\$ 836,680.72	85.14%	\$ 704,449	\$ 746,092.47	105.91%
State	\$ 865,821	\$ -	0.00%	\$ 777,491	\$ -	0.00%
Property Taxes	\$ 1,020,018	\$ -	0.00%	\$ 1,043,941	\$ -	0.00%
Local Contract	\$ 25,000	\$ -	0.00%	\$ 37,500	\$ -	0.00%
Tuition	\$ 866,666	\$ 85,751.96	9.89%	\$ 1,173,450	\$ 94,814.00	8.08%
Fees	\$ 179,639	\$ 15,257.00	8.49%	\$ 197,148	\$ 14,815.00	7.51%
Sale of Goods	\$ 3,000	\$ 585.00	19.50%	\$ 4,000	\$ 113.00	2.83%
Interest	\$ 4,000	\$ 355.87	8.90%	\$ 5,000	\$ 328.85	6.58%
Rental	\$ 6,500	\$ -	0.00%	\$ 6,665	\$ -	0.00%
Miscellaneous	\$ 7,500	\$ 3.00	0.04%	\$ 8,000	\$ 64.59	0.81%
Transfers	\$ 473,174	\$ 95,834.25	20.25%	\$ 416,640	\$ 1,149.92	0.28%
Total resources	\$ 4,433,996	\$ 1,034,467.80	23.33%	\$ 4,374,284	\$ 857,377.83	19.60%
Expenditures						
Instruction	\$ 1,439,310	\$ 52,462.60	3.64%	\$ 1,450,270	\$ 59,286.77	4.09%
Instructional Support	\$ 414,559	\$ 28,634.03	6.91%	\$ 455,537	\$ 32,216.54	7.07%
Student Services	\$ 356,831	\$ 23,173.04	6.49%	\$ 364,562	\$ 28,299.58	7.76%
College Support	\$ 1,076,027	\$ 184,062.18	17.11%	\$ 1,118,905	\$ 100,975.28	9.02%
Plant Operation	\$ 379,582	\$ 32,279.86	8.50%	\$ 353,898	\$ 35,959.59	10.16%
Transfers	\$ 266,600	\$ 159,683.08	59.90%	\$ 269,112	\$ 9,044.57	3.36%
Contingency	\$ 50,000	\$ -	0.00%	\$ 50,000	\$ -	0.00%
Total expenditures	\$ 3,982,909	\$ 480,294.79	12.06%	\$ 4,062,284	\$ 265,782.33	6.54%
Ending fund balance	\$ 451,087	\$ 554,173.01	122.85%	\$ 312,000	\$ 591,595.50	189.61%

Agenda Item 6.B. Attachment #2
Tillamook Bay Community College
Unaudited Summary Financial Information (Modified Accrual Basis)
Fiscal Year-to-Date Ended July 2012

	Fund No.	Beginning Fund Balance	2012-2013 Revenue	2012-2013 Expenditures	Ending Fund Balance	2012-2013 Spendable Budget	2011-2012 Prior Year Expenditures
Adult Basic Education	210	\$ -	\$ -	\$ 4,619.33	\$ (4,619.33)	\$ 68,800	\$ 4,141.22
Tutor Grant	211	\$ -	\$ -	\$ 1,287.89	\$ (1,287.89)	\$ 13,892	\$ 1,121.24
Sprint Yellow Pages Literacy Grant	215	\$ 2,495.57	\$ -	\$ -	\$ 2,495.57	\$ 2,400	\$ -
United Way Literacy Grant	216	\$ 7,631.26	\$ -	\$ -	\$ 7,631.26	\$ 7,900	\$ -
Lumina Grant	222	\$ (80.00)	\$ -	\$ -	\$ (80.00)	\$ -	\$ -
CASE Grant	223	\$ -	\$ -	\$ 5,333.34	\$ (5,333.34)	\$ 190,702	\$ -
Pathways Grant	225	\$ -	\$ -	\$ -	\$ -	\$ 31,731	\$ -
Industrial Maintenance Tech	226	\$ 51,586.23	\$ -	\$ 3,489.31	\$ 48,096.92	\$ 120,000	\$ 770.48
OYA Instruction Contract	227	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,194.66
SESP Oregon Green Tech Certificate	228	\$ -	\$ -	\$ 165.70	\$ (165.70)	\$ 4,663	\$ -
OYA Instruction Supplemental Contract	229	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,574.06
SBDC Federal Grant	230	\$ -	\$ -	\$ 2,719.17	\$ (2,719.17)	\$ 30,250	\$ 2,150.09
SBDC State Grant	231	\$ -	\$ -	\$ 1,591.22	\$ (1,591.22)	\$ 29,804	\$ 2,467.63
SBDC Program Income	232	\$ 19,024.95	\$ 700.00	\$ 193.93	\$ 19,531.02	\$ 6,035	\$ -
SBDC - EDC Fund	235	\$ -	\$ -	\$ 7,746.75	\$ (7,746.75)	\$ 109,776	\$ 6,380.59
TEC Vocational Education Grant	240	\$ -	\$ -	\$ -	\$ -	\$ 24,722	\$ -
Student Assistance	250	\$ 1,477.39	\$ 25.00	\$ -	\$ 1,502.39	\$ 2,300	\$ 340.00
Work Keys Mini Grant	251	\$ 1,598.22	\$ -	\$ -	\$ 1,598.22	\$ 1,700	\$ -
Bay City Rental	260	\$ 3,490.13	\$ -	\$ -	\$ 3,490.13	\$ 3,491	\$ -
Statewide Distance Learning System Development	272	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,820.43
Capital Depreciation & Maintenance Fund	290	\$ 995,207.19	\$ 507.18	\$ -	\$ 995,714.37	\$ 140,000	\$ -
Timber Tax Reserve Fund	291	\$ -	\$ -	\$ -	\$ -	\$ 252,989	\$ -
Strategic Initiative Fund	295	\$ 1,388,797.81	\$ 707.76	\$ -	\$ 1,389,505.57	\$ 207,964	\$ 94,611.00
Capital Construction Due Diligence Grant	296	\$ -	\$ -	\$ 54,404.20	\$ (54,404.20)	\$ 24,960	\$ -
Total Special Fund		\$ 2,471,228.75	\$ 1,939.94	\$ 81,550.84	\$ 2,391,617.85	\$ 1,274,079	\$ 126,571.40

Schedule of Special Fund borrowing from General Fund

	Ending Working Capital	Less Accounts Receivable	Add Liabilities	Ending Cash Balance 7/31/2012
Total of Grants that borrow from the General Fund	\$ (23,543.40)	\$ 84,172.97	\$ -	\$ (107,716.37)
Total of Grants that are not borrowing from the General Fund	\$ 2,415,161.25	\$ 83,563.85	\$ -	\$ 2,331,597.40
Total Special Fund	\$ 2,391,617.85	\$ 167,736.82	\$ -	\$ 2,223,881.03

	Fund No.	Beginning Working Capital	2012-2013 Revenue	2012-2013 Expenditures	Ending Working Capital	2012-2013 Spendable Budget	2011-2012 Prior Year Expenditures
Community Education	310	\$ 4,530.24	\$ 190.00	\$ 36.10	\$ 4,684.14	\$ 7,695	\$ -
Bookstore	320	\$ 65,863.40	\$ 660.65	\$ 2,646.29	\$ 63,877.76	\$ 257,979	\$ 3,093.31
Customized Training Projects	330	\$ 12,315.34	\$ -	\$ -	\$ 12,315.34	\$ 14,326	\$ 201.25
Culinary & Hospitality Program	340	\$ 3,317.54	\$ 170.85	\$ 26.78	\$ 3,461.61	\$ 8,575	\$ 17.40
Total Enterprise Fund		\$ 86,026.52	\$ 1,021.50	\$ 2,709.17	\$ 84,338.85	\$ 288,575	\$ 3,311.96
PERS Pension Bond Fund	410	\$ 16,530.82	\$ 9,045.06	\$ 1,600.00	\$ 23,975.88	\$ 108,477	\$ 1,600.00
General Obligation Bond Fund	420	\$ 21,796.50	\$ 16.64	\$ -	\$ 21,813.14	\$ 660,637	\$ -
Total Debt Service Fund		\$ 38,327.32	\$ 9,061.70	\$ 1,600.00	\$ 45,789.02	\$ 769,114	\$ 1,600.00
Campus Construction Fund - GO Bonds	520	\$ 1,311,042.76	\$ 725.87	\$ 5,531.55	\$ 1,306,237.08	\$ 1,505,000	\$ 3,372.42
Total Capital Projects Fund		\$ 1,311,042.76	\$ 725.87	\$ 5,531.55	\$ 1,306,237.08	\$ 1,505,000	\$ 3,372.42
Associated Students of TBCC	710	\$ 3,277.94	\$ -	\$ 198.95	\$ 3,078.99	\$ 12,400	\$ -
Phi Theta Kappa Honorary Society Fund	720	\$ 1,431.67	\$ 202.61	\$ 295.86	\$ 1,338.42	\$ 5,525	\$ 71.64
Total Agency Fund		\$ 4,709.61	\$ 202.61	\$ 494.81	\$ 4,417.41	\$ 17,925	\$ 71.64
Tuition Waivers	831	\$ 16,598.50	\$ -	\$ 310.50	\$ 16,288.00	\$ 36,000	\$ 1,714.50
Board Scholarships	832	\$ 117,454.57	\$ -	\$ 3,604.00	\$ 113,850.57	\$ 217,000	\$ 1,275.00
Institutional Work Study	833	\$ 6,683.33	\$ -	\$ -	\$ 6,683.33	\$ 33,500	\$ 1,118.89
Foundation Scholarships	834	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 2,212.75
Non-Institutional Scholarships	840	\$ 4,582.07	\$ 250.00	\$ 3,596.57	\$ 1,235.50	\$ 52,000	\$ 679.50
Total Financial Aid Fund		\$ 145,318.47	\$ 250.00	\$ 7,511.07	\$ 138,057.40	\$ 388,500	\$ 7,000.64

Agenda Item 6.B - Attachment #3
Tillamook Bay Community College
Summary Financial Information - Cash Status
Preliminary for Fiscal Year-to-Date Ended July 2012
8.33% of Budget Period Expended

	General Fund			Special Fund			Enterprise Fund - Community Ed			Enterprise Fund - Bookstore		
	Budget	Actual	%	Budget	Actual	%	Budget	Actual	%	Budget	Actual	%
Beginning Cash Balance		\$ 1,110,848			\$ 2,231,164			\$ 4,690			\$ 29,373	
Beginning Fund Balance	\$ 704,449	\$ 746,092	105.91%	\$ 2,385,291	\$ 2,471,229	103.60%	\$ 1,805	\$ 4,530	250.97%	\$ 26,714	\$ 65,863	246.55%
Resources												
State Aid	\$ 777,491	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Grants and Contracts	\$ 37,500	\$ -	0.00%	\$ 900,536	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Tuition and Fees	\$ 1,370,598	\$ 109,629	8.00%	\$ 6,000	\$ 700	11.67%	\$ 7,500	\$ 190	2.53%	\$ -	\$ -	0.00%
Local Taxes	\$ 1,043,941	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Timber	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Sale of Goods	\$ 4,000	\$ 113	2.83%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 250,000	\$ 661	0.26%
Interest	\$ 5,000	\$ 329	6.58%	\$ 11,850	\$ 1,215	10.25%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Rental	\$ 6,665	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Miscellaneous	\$ 8,000	\$ 65	0.81%	\$ 1,500	\$ 25	1.67%	\$ -	\$ -	0.00%	\$ 1,000	\$ -	0.00%
Transfers	\$ 416,640	\$ 1,150	0.28%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Total Revenues	\$ 3,669,835	\$ 111,286	3.03%	\$ 919,886	\$ 1,940	0.21%	\$ 7,500	\$ 190	2.53%	\$ 251,000	\$ 661	0.26%
Expenditures												
Salaries and Wages	\$ 2,663,255	\$ 165,127	6.20%	\$ 458,267	\$ 19,064	4.16%	\$ 4,725	\$ 36	0.76%	\$ 47,209	\$ 3,743	7.93%
Operating Expenditures	\$ 1,011,917	\$ 91,610	9.05%	\$ 181,752	\$ 61,494	33.83%	\$ 2,450	\$ -	0.00%	\$ 208,050	\$ (1,254)	-0.60%
Capital Outlay	\$ 68,000	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Debt Service	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ 269,112	\$ 9,045	3.36%	\$ 414,060	\$ 993	0.24%	\$ 520	\$ -	0.00%	\$ 1,720	\$ 157	9.13%
Other budgetary accounts (Note 1)	\$ 50,000	\$ -	0.00%	\$ 2,239,133	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 1,000	\$ -	0.00%
Total expenditures	\$ 4,062,284	\$ 265,782	6.54%	\$ 3,293,212	\$ 81,551	2.48%	\$ 7,695	\$ 36	0.47%	\$ 257,979	\$ 2,646	1.03%
Ending Fund Balance	\$ 312,000	\$ 591,596		\$ 11,965	\$ 2,391,618		\$ 1,610	\$ 4,684		\$ 19,735	\$ 63,878	
Adjustments to bring Ending Fund Balance to Ending Cash Balance												
Assets												
Receivables		\$ 148,134			\$ 167,737			\$ -			\$ -	
Inventories		\$ 2,549			\$ -			\$ -			\$ 39,033	
NET EFFECT ON CASH		\$ (150,683)			\$ (167,737)			\$ -			\$ (39,033)	
Liabilities												
Accounts Payable		\$ 63,057			\$ -			\$ -			\$ -	
Unearned Revenue (Note 2)		\$ 85,133			\$ -			\$ -			\$ -	
Payroll		\$ 108,992			\$ -			\$ -			\$ 5,854	
NET EFFECT ON CASH		\$ 257,182			\$ -			\$ -			\$ 5,854	
NET ADJUSTMENTS		\$ 106,499			\$ (167,737)			\$ -			\$ (33,179)	
ENDING CASH BALANCE		\$ 698,095			\$ 2,223,881			\$ 4,684			\$ 30,699	

Agenda Item 6.B - Attachment #3
Tillamook Bay Community College
Summary Financial Information - Cash Status
Preliminary for Fiscal Year-to-Date Ended July 2012
8.33% 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		\$ 12,315			\$ 3,318			\$ 27,168			\$ 1,311,043	
Beginning Fund Balance	\$ 10,000	\$ 12,315	0.00%	\$ 300	\$ 3,318	0.00%	\$ 5,000	\$ 38,327	766.54%	\$ 1,500,000	\$ 1,311,043	87.40%
Resources												
State Aid	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Grants and Contracts	\$ 11,000	\$ -	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%	\$ 659,837	\$ -	0.00%	\$ -	\$ -	0.00%
Timber	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Sale of Goods	\$ -	\$ -	0.00%	\$ 8,275	\$ 171	2.07%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Interest	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 850	\$ 17	2.00%	\$ 5,000	\$ 726	14.52%
Rental	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Miscellaneous	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 110,000	\$ 9,045	8.22%	\$ -	\$ -	0.00%
Total Revenues	\$ 11,000	\$ -	0.00%	\$ 8,275	\$ 171	2.07%	\$ 770,687	\$ 9,062	1.18%	\$ 5,000	\$ 726	14.52%
Expenditures												
Salaries and Wages	\$ 6,316	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 15,439	\$ 2,217	14.36%
Operating Expenditures	\$ 7,670	\$ -	0.00%	\$ 8,275	\$ 27	0.33%	\$ 1,600	\$ 1,600	100.00%	\$ 1,489,561	\$ 3,315	0.22%
Capital Outlay	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Debt Service	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 767,514	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ 340	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Other budgetary accounts (Note 1)	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Total expenditures	\$ 14,326	\$ -	0.00%	\$ 8,275	\$ 27	0.33%	\$ 769,114	\$ 1,600	0.21%	\$ 1,505,000	\$ 5,532	0.37%
Ending Fund Balance	\$ 6,674	\$ 12,315		\$ 300	\$ 3,462		\$ 6,573	\$ 45,789		\$ -	\$ 1,306,237	
Adjustments to bring Ending Fund Balance to Ending Cash Balance												
Assets												
Receivables	\$ -	\$ -		\$ -	\$ -		\$ 55,072	\$ -		\$ -	\$ -	
Inventories	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
NET EFFECT ON CASH	\$ -	\$ -		\$ -	\$ -		\$ (55,072)	\$ -		\$ -	\$ -	
Liabilities												
Accounts Payable	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
Unearned Revenue (Note 2)	\$ -	\$ -		\$ -	\$ -		\$ 51,942	\$ -		\$ -	\$ -	
Payroll	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
NET EFFECT ON CASH	\$ -	\$ -		\$ -	\$ -		\$ 51,942	\$ -		\$ -	\$ -	
NET ADJUSTMENTS	\$ -	\$ -		\$ -	\$ -		\$ (3,130)	\$ -		\$ -	\$ -	
ENDING CASH BALANCE	\$ 12,315	\$ 12,315		\$ 3,462	\$ 3,462		\$ 42,659	\$ 45,789		\$ 1,306,237	\$ 1,306,237	

Agenda Item 6.B - Attachment #3
 Tillamook Bay Community College
 Summary Financial Information - Cash Status
 Preliminary for Fiscal Year-to-Date Ended July 2012
 8.33% of Budget Period Expended

	Agency Fund			Financial Aid Fund		
	Budget	Actual	%	Budget	Actual	%
Beginning Cash Balance		\$ 4,710			\$ 145,318	
Beginning Fund Balance	\$ 5,225	\$ 4,710	90.14%	\$ 138,500	\$ 145,318	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	\$ 6,000	\$ 203	3.38%	\$ 100,000	\$ 250	0.25%
Transfers	\$ 9,112	\$ -	0.00%	\$ 150,000	\$ -	0.00%
Total Revenues	\$ 15,112	\$ 203	1.34%	\$ 250,000	\$ 250	0.10%
Expenditures						
Salaries and Wages	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Operating Expenditures	\$ 17,925	\$ 495	2.76%	\$ 388,500	\$ 7,511	1.93%
Capital Outlay	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Debt Service	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Other budgetary accounts (Note 1)	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Total expenditures	\$ 17,925	\$ 495	2.76%	\$ 388,500	\$ 7,511	1.93%
Ending Fund Balance	\$ 2,412	\$ 4,418		\$ -	\$ 138,057	
Adjustments to bring Ending Fund Balance to Ending Cash Balance						
Assets						
Receivables		\$ -			\$ -	
Inventories		\$ -			\$ -	
NET EFFECT ON CASH		\$ -			\$ -	
Liabilities						
Accounts Payable		\$ -			\$ -	
Unearned Revenue (Note 2)		\$ -			\$ -	
Payroll		\$ -			\$ -	
NET EFFECT ON CASH		\$ -			\$ -	
NET ADJUSTMENTS		\$ -			\$ -	
ENDING CASH BALANCE		\$ 4,418			\$ 138,057	

\$ 4,464,507

Cell: A33

Comment: Note 1. Contingency in the General Fund and Enterprise Fund and Reserves in Special Fund.

Cell: A47

Comment: Note 2. Assessed but unreceived property taxes and deferred tuition and fees when applicable.

Strategic Planning and Accreditation

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION----- Dean Gates

In late June TBCC completed its final report for Foundations of Excellence and received recognition (attached) for its participation in the initiative.

Earlier in June a team of faculty and staff attended the 2012 Achieving the Dream Kickoff Institute in Portland. TBCC's five-member team was made up of Connie Green, Lori Gates, Michele Burton, Cindy Rowe (Institutional Researcher), and Tom Atchison (faculty). Among other activities, the team reviewed some preliminary data for TBCC and developed a work plan for the implementation year (2012-2013). Tuesday morning, September 18, the college will launch Achieving the Dream for all faculty and staff as part of Fall In-service. As part of the Achieving the Dream process, TBCC has been assigned a Leadership Coach, Linda Watkins, and Data Coach, John Cooper. Both will be participating in the In-service and then meet with TBCC's Achieving the Dream Core/Data Team on Tuesday afternoon. Data will be a major focus of the conversation.



CERTIFICATE OF RECOGNITION

*The John N. Gardner Institute
for Excellence in Undergraduate Education*

is pleased to recognize

Tillamook Bay Community College

for its participation in the voluntary, international initiative, Foundations of Excellence®.

By making this exceptional commitment of institutional resources and energy, Tillamook Bay Community College joins 230 colleges and universities that have made a similar investment to support their students.

The members of the Foundations of Excellence Task Force — instructors, administrators, staff, and students at Tillamook Bay Community College — are to be commended for their commitment both to this process and to increasing the success of their first-year students.

In testimony thereof, this certificate of recognition is presented by the Gardner Institute on this, the 25th day of June, 2012.


President




Institute Advisor

Board of Education Policy

RECOMMENDATION

BACKGROUND INFORMATION----- President Green

The Board and College policies need a complete review over the next nine months to ready the college for the final Accreditation visit in fall of 2013. President Green would like a work group of two board members to work with her to review Board policy and bring changes to the Board as they are identified.



Facilities

RECOMMENDATION

MOTION TO APPROVE THE NAMING OF THE TBCC SOUTH GENERAL CLASSROOM - THE EVA AND MARVIN NOBLE CLASSROOM.

BACKGROUND INFORMATION ----- President Green

Tillamook Bay Community College South is a reality. The building had its first classes this summer. The Open House and dedication is complete as of September 10, 2012.

The general classroom at TBCC South is to be named for a community member who championed education- Eva and Marvin Noble.

In Policy 201.2 -- Naming Facilities.

201.2 NAMING FACILITIES

When the TBCC Board of Education determines that it is in the best interests of the college to do so, it may approve a name for an existing or new building or facility. Names considered by the board shall be from recommendation made by the college president. Recommended names may honor an individual, family or organization who has demonstrated an extraordinary commitment or who makes significant financial gifts to TBCC or may reflect a function, location, or geographic feature.



Personnel

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION----- Director Ryan

Personnel

ESBDC Counselor (1/2 time, 20 hours/week)

Position Title	Application Review Begins	Start Date	Comment	Screening Committee Chair	Appointment
Business Counselor and Small Business Instructor	August 30, 2012	ASAP Open until filled		Dan Biggs	
Pathways Specialist	Completed	August 13, 2012	Hire made	Lori Gates	Carla Madison



Announcements and General Information

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION----- President Green

September 17 -- 8:30 to noon- College In-service with Jenifer James.

September 17 -- 1 to 4:30 and September 18 8:30 to noon- College In-service

October 11 -- AAUW Candidate Forum at TBCC

October 12 -- noon to 1 – Mildred Davy Endowment Scholarship Luncheon

November 8 -- 11 –OCCA Conference in Salem

OCCA Annual Conference

November 8-11, 2012

Salem Conference Center and the Grand Hotel, Salem, Oregon

The 2012 OCCA Conference will kick off with a session sure to get you thinking about the “new normal” and what that means to student success and the role you will play. Josh Wyner from the Aspen Institute will open the conference with an inspiring general session titled Exceptional Colleges: Culture, Leadership and Performance. He'll provide you with a tool kit you can use to boost your college at every level. Dr. Walter Bumphus, AACC president, will talk about the 21st Century Initiative and how the elements in the report affect Oregon's community colleges. Dr. Katie Hern will address the issue of accelerated developmental education. Throughout the course of the conference you will be challenged to look at every aspect of community college life from budgets to student success to – you name it – and you will walk away proud of the successes of your college and OCCA over the last 50 years. The opening get-together at Chemeketa Community College's Viticulture Center will showcase the bounty of the Willamette Valley and the wonderful wines produced through the college's viticulture program.

And get ready for the party of the year at the 50th Anniversary Celebratory Bash! Don't miss this fun-filled evening where you'll have a chance to reminisce with old friends and toast all the people who have contributed to the success of Oregon's community colleges.



Invitation of Public Comment

RECOMMENDATION

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.

BACKGROUND INFORMATION----- Chair Wakefield



Board Member Discussion Items

RECOMMENDATION

BACKGROUND INFORMATION----- Chair Wakefield



Adjournment

RECOMMENDATION

MOTION TO ADJOURN THE MEETING.

BACKGROUND INFORMATION----- Chair Wakefield

