

Board of Education Meeting Agenda

Date:
Monday, October 1, 2012

Room 214, TBCC Central Campus
4301 Third Street, Tillamook, OR 97141

Time:
6:00p.m.

Item Description
Resource

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 September 10, 2012 Minutes** ----- (Action) Chair Wakefield
5. **ASTBCC Student Group Update**
6. **Old Business**
 - A. Budget development guidelines and schedule ----- (Action) Comptroller/Budget Officer Williams
7. **Reports**
 - A. Oregon Community College Update ----- President Green
 - B. Achieving the Dream support of TBCC student success ----- President Green
and Chief Academic Officer Gates
 - C. Win-Win, Lumina Foundation Grant ----- Director Burton
 - D. Financial Report ----- Comptroller/Budget Officer Williams
8. **Standing Business**
 - A. Strategic Planning and Accreditation ----- Chief Academic Officer Gates
 - B. Facilities ----- Director Ryan
 - C. Personnel ----- Director Ryan
9. **Announcement and General Information** ----- President Green
10. **Invitation of Public Comment** ----- Chair Wakefield
11. **Board Member Discussion Items** ----- Chair Wakefield
12. **Adjournment** ----- (Action) Chair Wakefield

Call to Order • Acknowledge Guests

RECOMMENDATION

CALL THE MEETING TO ORDER AND ACKNOWLEDGE ANY GUESTS.

BACKGROUND INFORMATION----- Chair Wakefield



Approval of Agenda

RECOMMENDATION

MOTION TO APPROVE THE AGENDA FOR THE OCTOBER 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 September 10, 2012 Minutes

RECOMMENDATION

MOTION TO APPROVE THE SEPTEMBER MINUTES.

BACKGROUND INFORMATION----- Chair Wakefield

**Tillamook Bay Community College
Board of Education Workshop and Meeting
Monday, September 10, 2012**

Board members present: Craig Wakefield, Bob Weitman, Ann Swain, Steve Shaw, Debbie Lincoln, Jim McGinnis, and Rose Wharton

Nestucca Valley School District Board members present: Ken Henson, Bill Hagerty, Diana Boisa and Diana Wilkinson

TBCC staff members present: Lori Gates, Michele Burton, Dave Darnall, Kyra Williams, Pat Ryan, Connie Green and Sheryl Neu.

NVSD staff members present: Randy Wharton, Lisa Macias, Katherine Hedrick and Carolyn Grey.

Joint Workshop with Nestucca Valley School District

Call to order • Acknowledge Guests (Agenda A)

The workshop was called to order by Chair Wakefield at 6:42 pm.

The following guests were acknowledged—Kathy Shaw and Tim Hirsch.

Approval of the Agenda (Agenda B)

Motion to approve the workshop agenda was made by Director Shaw and seconded by Director McGinnis. The motion carried.

Invitation of Public Comment (Agenda C)

There were no public comments at this time.

Opportunity for post-secondary education (Agenda D)

Nestucca Superintendent Katherine Hedrick thanked the boards for meeting together. She explained the 40-40-20 initiative and the importance of this to our shared work. The goal is to get 40% of graduates to a university, 40% a one year certificate or credential up or an associate's degree and 20% to be high school graduates. This initiative is to be the goal of the class of 2025 which are current kindergarten students. School districts are beginning to be required to have available to all students at least nine (9) or ten (10) college credits before he or she graduates. The mandate is to make students aware of their opportunities, making it accessible and something that is possible for them.

President Green kicked off a brainstorming session with the following question--What would you think should be happening in the next 5 years? The following thoughts were shared:

- Nestucca students coming out of high school with associates degrees. It was suggested that the College president and Board chair come to high school graduation to present the



associates degrees to the two students who are currently accomplishing this—to make it the most visible as possible to show others “you can do it”. The student can walk in both graduations.

- Outreach to kids who are no longer in school but have not had the opportunity for college, who are floating in the community.
- Remedial classes for those who are not ready for college level classes.
- Getting an associate’s degree involves sophomore (second year) level college courses and students must be on that level. Superintendent Hedrick does not want credit for credit’s sake-- she wants an education. It isn’t so much enrichment classes but actual college level classes.
- Possible additional foreign languages.
- Dialogue with high school about how things can be taught better, since there are so many who need the remedial classes.
- Target general education classes
- Educate the growing Hispanic population—not the students currently in the school system but the adults who are relying on a 3rd grader to translate for them.
- Use technology for cost effective delivery of courses.

There are others like the ESD the College can partner with and other small districts/colleges that are doing things TBCC can learn from.

Dean of Student Services Burton pointed out that students must now have a diploma or GED to qualify for Federal Financial Aid. A high percentage of TBCC students receive financial aid and would have a difficult time in college without it.

Who pays when high school students take college classes? Do high school students pay college tuition or do they get those classes free because they are still in high school? President Green explained that there are multiple ways this is handled. One is dual credit when the high school teacher teaches the class using college curriculum, and the high school and college count them as a student but there is no money exchanged. Another way is through expanded options where the high school pays a discounted rate for X number of students to take classes. They pay tuition but not the full tuition rate. The third option is when TBCC assigns an instructor to do the dual credit class—paying full tuition and coming to class. It is a negotiation of what makes the most sense at the time.

The high school curriculum has been adjusted to help students be better prepared to take the college placement tests and be prepared for college level courses.

It was agreed that the two boards will meet each year to share progress and discuss shared issues.

Workshop Adjournment

The workshop adjourned by Chair Wakefield at 7:11 pm.

Regular Board Meeting

Call to Order • Acknowledge Guests (Agenda 1)

The meeting was called to order by Chair Wakefield at 7:12 pm.

Approval of Agenda (Agenda 2)

A motion to approve agenda was made by Director Wharton and second by Director Weitman. The motion carried.



Invitation of Public Comment (Agenda 3)

There was no public comment at this time.

Approval of June 7, 2012 Minutes (Agenda 4)

A motion to approve June minutes was made by Director Weitman and second by Director Wharton. The motion carried.

New Business

Organization, finance, and legal designation (Agenda 5.A)

Comptroller/Budget Officer Williams explained that this is an update to the prior year. Director McGinnis noted that Sterling Savings Bank should be changed to Sterling Bank. A motion to approve the designations with the modification was made by Director McGinnis and seconded by Director Lincoln. The motion carried.

Budget development guidelines and schedule (Agenda 5.B)

Comptroller Williams explained that the guidelines and schedule have been updated with minor changes to some descriptions and dates have been updated in the schedule. This will be on the next agenda for Board approval.

Reports

Oregon Community College Association (Agenda 6.A)

The docket includes the strategic plan by Dr. Rudy Crew, who is the new Chief Education Officer for the State of Oregon. Dr. Crew will meet for the first time with the Oregon President's Council on Tuesday, September 11. In his conversations with others in education, he is clear that there is no time to lose. He has asked the Oregon Investment Board Staff to review the community college achievement compacts. Do they move the state forward? Are they holding their own? Dr. Crew is asking post-secondary to review how it is funded and to move quickly from an FTE only funding model to a FTE and outcomes form of funding. He is looking at the 2013 biennium for this change.

Things are moving and changing very quickly. President Green will make sure the Board has a monthly update so the College can stay current during the change.

OCCA Convention in November is at the Salem Convention Center. Registration is needed by October 8th. This will be an important event because of the changes that are in the works. The Board members shared who wanted to attend: Chair Wakefield, Vice Chair Lincoln and Board member Swain.

Financial Report (Agenda 6.B)

Comptroller/Budget Officer Williams pointed out that the beginning fund balances are preliminary and are subject to change over the next couple of months. Enrollment numbers for summer term are down; fall term registration is up slightly but may not hold. .

Standing Reports

Strategic Planning (Agenda 7.A)

The Foundations of Excellence self-study year has wrapped up and action items are in place. Those action items will inform Achieving the Dream, which is the next three years. A team attended the national kick off for Achieving the Dream which was very enlightening and positive regarding how the program can compliment some of things the College is already doing regarding accreditation and student success. Campus wide kick off will be at the September in-service. TBCC has been assigned a leadership coach and a data coach, and they will be on campus for in-service.

It is also a self-study year for accreditation. The next visit is in fall of 2013, which gives us a year to do a comprehensive self-evaluation for accreditation.



Board of Education Policy (Agenda 7.B)

President Green would like two Board members to work together with her to review policies to determine what needs updating. Director Lincoln and Chair Wakefield will work with President Green.

Facilities (Agenda 7.C)

A motion to name the TBCC classroom for the Nobles was made by Director Weitman and seconded by Director Swain. The motion carried.

Personnel (Agenda 7.D)

- David Darnall was hired in June primarily for financial aid but he is also working in Enrollment Services and has been a great asset. Financial Aid will be separate from PCC beginning for the academic year 2013/2014. This begins in January 2013. David has a master's degree in College Student Services from OSU and worked in their financial aid office.
- Carla Madison has been hired as the Pathways specialist. Carla had been working with Student Services and as a liaison to the high schools.
- There is business counselor position currently open with the Small Business Development Center. Screening begins September 17.

Announcements and General Information (Agenda 8)

College In-service is September 17th and 18th.

- AAUW Candidate Forum is October 11th at the College.
- Starting October 11th a five-week course on entrepreneurship is being offered. The course will be via Skype from OSU. The first meeting is at the Tillamook School District Board room, the remaining four sessions will be at TBCC.
- Mildred Davy Endowment Scholarship luncheon is October 12th.
- The OCCA conference in Salem begins November 8th. Chair Wakefield and Directors Lincoln and Swain will attend. Please have your final decision about attending to President Green by October 8th.

The College applied for a Title 3 grant and has not received notice regarding an award yet. Dean Gates has contacted Senator Wyden and Senator Schrader's offices to follow up. There will be a Title III Update in October.

Invitation of Public Comment (Agenda 9)

No public comment at this time

Board Member Discussion Items (Agenda 10)

No discussion items at this time

Adjournment (Agenda 11)

The meeting was adjourned at 8:01 pm by Chair Wakefield.



ASTBCC Student Group Update

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION ----- President Green

The Associated Students of Tillamook Bay Community College (ASTBCC) officers for 2012-2013 are:

| | |
|--|------------------|
| <u>President</u> | Patrick Willison |
| <u>Vice President</u> | Kayla Ragan |
| <u>Office Manager</u> | Misty Talerico |
| <u>Finance Manager</u> | Nathalie Wilson |
| <u>Public Relations Manager</u> | Toni Perez |

The ASTBCC officers will share their plans for the year.



Budget Development Guidelines and Schedule

RECOMMENDATION

MOTION TO ADOPT GUIDELINES AND SCHEDULE.

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

Budget Development Guidelines and Schedule are presented for Board second reading and approval.

The Proposed 2013-2014 Budget Development Guidelines and Schedule were presented for first reading and review at the September meeting. No changes were recommended. The 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 Update

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION ----- President Green

The Oregon Community College Presidents met with Dr. Rudy Crew on September 11, 2012. The meeting is the beginning of one of many meetings. Dr. Crew shared he believes in the power of collective thinking and problem solving. He believes in using data to ask the hard questions and to affirm the successes. It believes we need to shift with the market of education or public education at all levels will dramatically change or perish. This work is always about people lives and our task is how to leave each person better. We cannot ignore budget woes and also we cannot become a victim of budget. There are four behavioral assets that we need to grow and be proficient: 1. Academic Proficient; 2. Sense of Civic engagement; 3. Sense of occupational readiness and 4. Sense of personal adequacy. How do we develop these minds and habits at all ages of learners? He believes we all need to be cultural climatologist creating the conditions where all can do their best work.

With that context, the Board will review the strategic plan for Oregon's education enterprise that was developed by Dr. Crew and shared at the September Board meeting. 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.





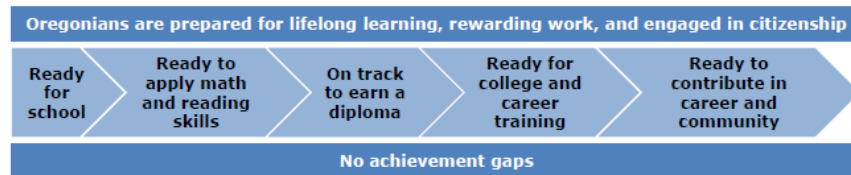
Oregon Education Investment Board
Chief Education Officer
Strategic Plan Overview

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.

4

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

5



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

6

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**

7



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**

8

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**

9



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

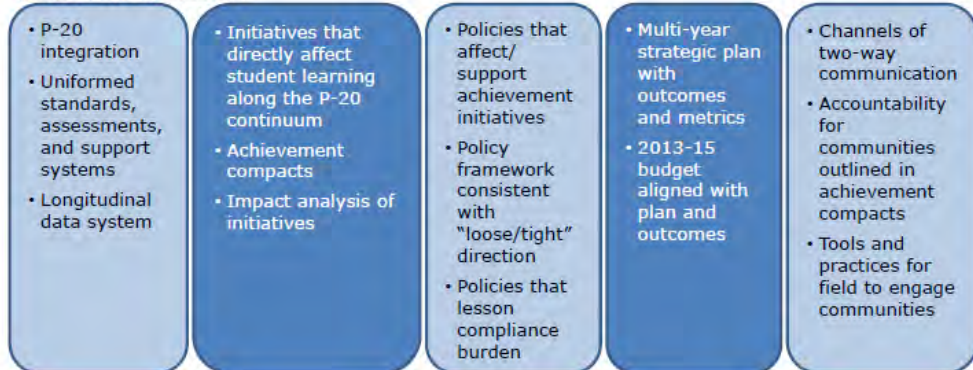
10

Summary of objectives and initiatives/deliverables

Objectives



Initiatives/Deliverables



11



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 |

12

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.

13



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 |

14



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

15



Achieving the Dream

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION ----- President Green and Chief Academic Officer Gates

Achieving the Dream will support Tillamook Bay Community College with our Accreditation, implementation of Foundations of Excellence and improving the results for our Achievement Compacts. ATD is data driven conversation for improvement of learning and student success.

Four Principles

Most efforts to improve community college student outcomes involve relatively small innovations or changes at the margins. Achieving the Dream is based on the premise that to improve student success on a substantial scale, colleges need to fundamentally change the way they operate. Achieving the Dream Colleges that effectively promote student success adhere to four principles:

Principle 1) Committed Leadership

Senior college leaders actively support efforts to improve student success, not just to increase enrollments, and are committed to achieving equity in student outcomes across racial, ethnic, and income groups. Administrators, board members, and faculty and staff leaders demonstrate a willingness to make changes in policies, programs, and resource allocation to improve student success.

Principle 2) Use of Evidence to Improve Programs and Services

The college establishes processes for using data about student progression and outcomes to identify achievement gaps among student groups, formulates strategies for addressing the gaps identified and improving student success overall, and evaluates the effectiveness of those strategies.

Principle 3) Broad Engagement

Faculty, student services staff, and administrators share responsibility for student success, and collaborate on assessing the effectiveness of programs and services and improving them. Other stakeholders with influence on student success (K-12 systems, community groups, employers, etc.) are included in discussions about student performance, desired outcomes,



and potential improvement strategies. The college also gains invaluable insight about ways to improve student success from students themselves through surveys, focus groups, and/or advisory councils.

Principle 4) Systemic Institutional Improvement

The college establishes planning processes that rely on data to set goals for student success and then uses the data to measure goal attainment. The college regularly evaluates its academic programs and services to determine how well they promote student success and how they can be improved. Decisions about budget allocations are based on evidence of program effectiveness and are linked to plans to increase student success. Faculty and staff are afforded professional development opportunities that reinforce efforts that help to close achievement gaps and improve overall student success.

One Goal – Success for ALL Community College Students:

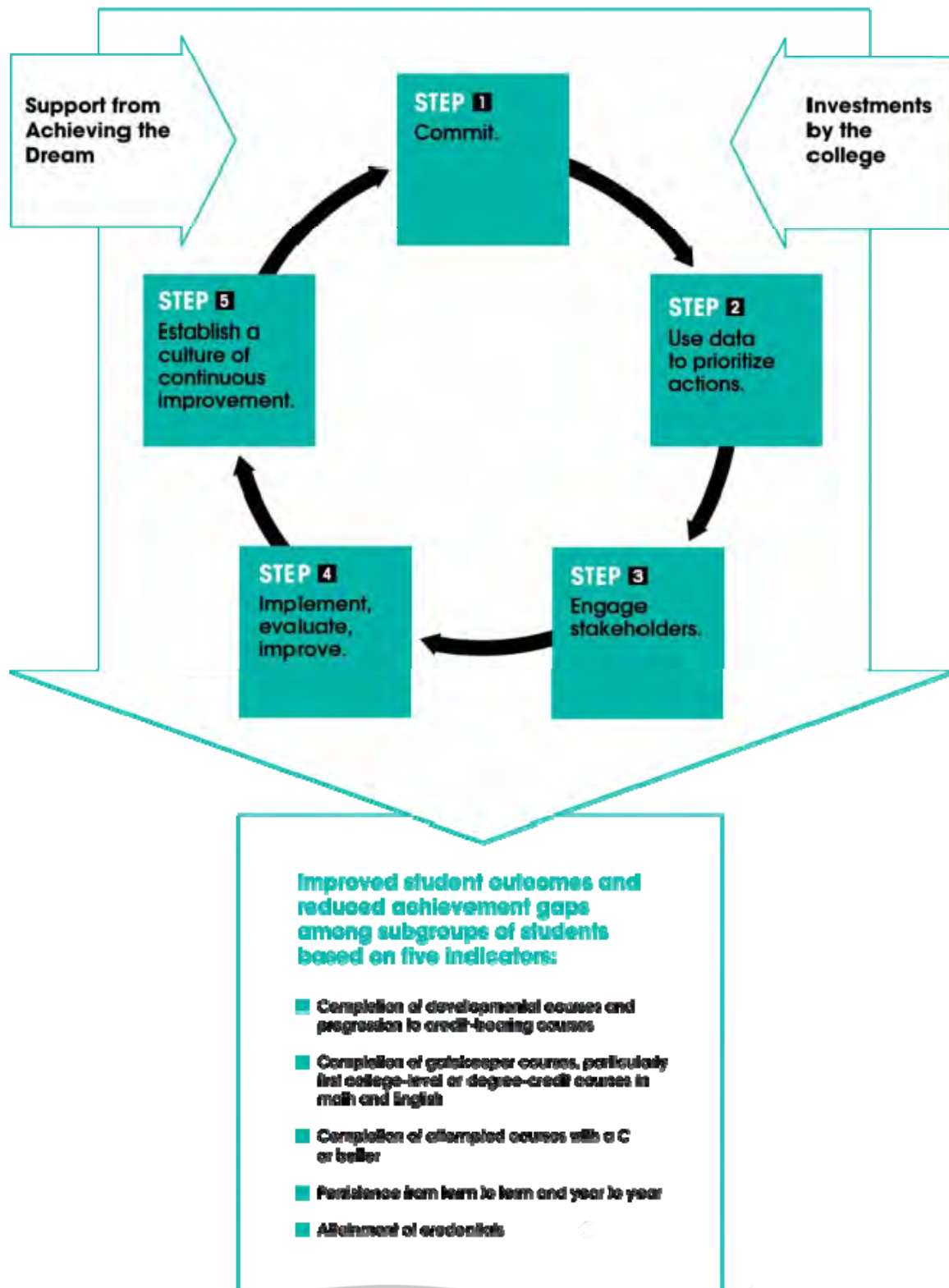
Achieving the Dream seeks to help more students earn postsecondary credentials, including occupational certificates and degrees. Since community college students often take several years to earn certificates or degrees, Achieving the Dream works with institutions to improve student progression through intermediate milestones.

These indicators include the rates at which students:

1. Successfully complete remedial or developmental instruction and advance to credit-bearing courses
2. Enroll in and successfully complete the initial college-level or gatekeeper courses in subjects such as math and English
3. Complete the courses they take with a grade of "C" or better
4. Persistence from one term to the next
5. Attain a credential



Figure 1 The Achieving the Dream Five-Step Process for Increasing Student Success through Institutional Improvement



Win-Win, Lumina Grant

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION-----Director Burton

Win-Win, a Lumina Foundation grant, is intended to increase the number of Oregonians holding associate's degrees, supporting the 40-40-20 goal to expand Oregonians' higher education attainment. The Win-Win model allows participants to learn from other states' and provides a successful framework, expert assistance and a clear process to follow. This project involves identifying, finding and awarding Associate of Arts Oregon Transfer degrees to students who have enough or nearly enough credit for a degree but never been awarded the degree or certificate. The process also identifies and attempts to re-enroll students who are "academically light," or have 9 or fewer credits to earn an associate's degree.



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 August 2012
 16.67% of fiscal year elapsed

| | FY 2011-2012 | | | FY 2012-2013 | | |
|------------------------|---------------|-----------------|----------------------|---------------|-----------------|----------------------|
| | Annual Budget | 08/31/11 Actual | Percentage of Budget | Annual Budget | 08/31/12 Actual | Percentage of Budget |
| Resources | | | | | | |
| Beginning Fund Balance | \$ 982,678 | \$ 833,403.82 | 84.81% | \$ 704,449 | \$ 739,655.87 | 105.00% |
| State | \$ 865,821 | \$ 216,594.38 | 25.02% | \$ 777,491 | \$ 201,668.58 | 25.94% |
| 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 | \$ 307,577.96 | 35.49% | \$ 1,173,450 | \$ 333,857.00 | 28.45% |
| Fees | \$ 179,639 | \$ 49,258.50 | 27.42% | \$ 197,148 | \$ 50,404.00 | 25.57% |
| Sale of Goods | \$ 3,000 | \$ 713.00 | 23.77% | \$ 4,000 | \$ 113.00 | 2.83% |
| Interest | \$ 4,000 | \$ 717.70 | 17.94% | \$ 5,000 | \$ 788.91 | 15.78% |
| Rental | \$ 6,500 | \$ 1,890.00 | 0.00% | \$ 6,665 | \$ 3,077.50 | 46.17% |
| Miscellaneous | \$ 7,500 | \$ 65.25 | 0.87% | \$ 8,000 | \$ 112.89 | 1.41% |
| Transfers | \$ 473,174 | \$ 96,984.45 | 20.50% | \$ 416,640 | \$ 153,811.12 | 36.92% |
| Total resources | \$ 4,433,996 | \$ 1,507,205.06 | 33.99% | \$ 4,374,284 | \$ 1,483,488.87 | 33.91% |
| Expenditures | | | | | | |
| Instruction | \$ 1,439,310 | \$ 107,994.75 | 7.50% | \$ 1,450,270 | \$ 119,551.11 | 8.24% |
| Instructional Support | \$ 414,559 | \$ 63,676.83 | 15.36% | \$ 455,537 | \$ 69,590.97 | 15.28% |
| Student Services | \$ 356,831 | \$ 46,607.16 | 13.06% | \$ 364,562 | \$ 56,163.02 | 15.41% |
| College Support | \$ 1,076,027 | \$ 263,988.91 | 24.53% | \$ 1,118,905 | \$ 166,797.74 | 14.91% |
| Plant Operation | \$ 379,582 | \$ 52,708.19 | 13.89% | \$ 353,898 | \$ 57,565.89 | 16.27% |
| Transfers | \$ 266,600 | \$ 168,746.31 | 63.30% | \$ 269,112 | \$ 18,720.59 | 6.96% |
| Contingency | \$ 50,000 | \$ - | 0.00% | \$ 50,000 | \$ - | 0.00% |
| Total expenditures | \$ 3,982,909 | \$ 703,722.15 | 17.67% | \$ 4,062,284 | \$ 488,389.32 | 12.02% |
| Ending fund balance | \$ 451,087 | \$ 803,482.91 | 178.12% | \$ 312,000 | \$ 995,099.55 | 318.94% |

Agenda Item 7.D. Attachment #2
Tillamook Bay Community College
Unaudited Summary Financial Information (Modified Accrual Basis)
Fiscal Year-to-Date Ended August 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 | \$ - | \$ - | \$ 8,264.35 | \$ (8,264.35) | \$ 68,800 | \$ 7,040.05 |
| Tutor Grant | 211 | \$ - | \$ - | \$ 2,574.14 | \$ (2,574.14) | \$ 13,892 | \$ 2,287.22 |
| 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 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| CASE Grant | 223 | \$ - | \$ - | \$ 11,125.80 | \$ (11,125.80) | \$ 190,702 | \$ - |
| Pathways Grant | 225 | \$ - | \$ - | \$ 3,644.33 | \$ (3,644.33) | \$ 31,731 | \$ - |
| Industrial Maintenance Tech | 226 | \$ 51,586.23 | \$ 6,250.00 | \$ 12,603.51 | \$ 45,232.72 | \$ 120,000 | \$ 17,920.75 |
| OYA Instruction Contract | 227 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 4,389.32 |
| SESP Oregon Green Tech Certificate | 228 | \$ - | \$ - | \$ 165.70 | \$ (165.70) | \$ 4,663 | \$ - |
| OYA Instruction Supplemental Contract | 229 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 3,148.12 |
| SBDC Federal Grant | 230 | \$ - | \$ - | \$ 5,671.57 | \$ (5,671.57) | \$ 30,250 | \$ 4,243.11 |
| SBDC State Grant | 231 | \$ - | \$ - | \$ 2,498.52 | \$ (2,498.52) | \$ 29,804 | \$ 4,973.11 |
| SBDC Program Income | 232 | \$ 19,024.95 | \$ 700.00 | \$ 193.93 | \$ 19,531.02 | \$ 6,035 | \$ 50.00 |
| SBDC - EDC Fund | 235 | \$ - | \$ - | \$ 15,328.82 | \$ (15,328.82) | \$ 109,776 | \$ 14,382.78 |
| TEC Vocational Education Grant | 240 | \$ - | \$ - | \$ - | \$ - | \$ 24,722 | \$ - |
| Student Assistance | 250 | \$ 1,477.39 | \$ 75.00 | \$ - | \$ 1,552.39 | \$ 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 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 19,167.93 |
| Capital Depreciation & Maintenance Fund | 290 | \$ 995,207.19 | \$ 982.78 | \$ 40,000.00 | \$ 956,189.97 | \$ 140,000 | \$ - |
| Timber Tax Reserve Fund | 291 | \$ - | \$ - | \$ - | \$ - | \$ 252,989 | \$ - |
| Strategic Investment Fund | 295 | \$ 1,388,797.81 | \$ 1,345.51 | \$ 107,964.00 | \$ 1,282,179.32 | \$ 207,964 | \$ 94,611.00 |
| Capital Construction Due Diligence Grant | 296 | \$ - | \$ 5,608.00 | \$ 29,444.20 | \$ (23,836.20) | \$ 24,960 | \$ - |
| Total Special Fund | | \$ 2,471,308.75 | \$ 14,961.29 | \$ 242,969.00 | \$ 2,243,301.04 | \$ 1,274,079 | \$ 172,553.39 |

Schedule of Special Fund borrowing from General Fund

| | Ending Working Capital | Less Accounts Receivable | Add Liabilities | Ending Cash Balance 8/31/2012 |
|--|------------------------|--------------------------|-----------------|-------------------------------|
| Total of Grants that borrow from the General Fund | \$ (49,273.23) | \$ 84,154.18 | \$ - | \$ (133,427.41) |
| Total of Grants that are not borrowing from the General Fund | \$ 2,292,574.27 | \$ - | \$ - | \$ 2,292,574.27 |
| Total Special Fund | \$ 2,243,301.04 | \$ 84,154.18 | \$ - | \$ 2,159,146.86 |

| | 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 | \$ 1,003.00 | \$ 72.20 | \$ 5,461.04 | \$ 7,695 | \$ 166.28 |
| Bookstore | 320 | \$ 65,241.68 | \$ 2,342.07 | \$ 61,306.46 | \$ 6,277.29 | \$ 257,979 | \$ 21,417.01 |
| Customized Training Projects | 330 | \$ 12,315.34 | \$ - | \$ - | \$ 12,315.34 | \$ 14,326 | \$ 218.14 |
| Culinary & Hospitality Program | 340 | \$ 3,317.54 | \$ 324.30 | \$ 26.78 | \$ 3,615.06 | \$ 8,575 | \$ 17.56 |
| Total Enterprise Fund | | \$ 85,404.80 | \$ 3,669.37 | \$ 61,405.44 | \$ 27,668.73 | \$ 288,575 | \$ 21,818.99 |
| PERS Pension Bond Fund | 410 | \$ 16,569.59 | \$ 18,065.88 | \$ 1,600.00 | \$ 33,035.47 | \$ 108,477 | \$ 1,600.00 |
| General Obligation Bond Fund | 420 | \$ 21,796.50 | \$ 27.94 | \$ - | \$ 21,824.44 | \$ 660,637 | \$ - |
| Total Debt Service Fund | | \$ 38,366.09 | \$ 18,093.82 | \$ 1,600.00 | \$ 54,859.91 | \$ 769,114 | \$ 1,600.00 |
| Campus Construction Fund - GO Bonds | 520 | \$ 1,311,042.76 | \$ 1,392.29 | \$ 15,271.19 | \$ 1,297,163.86 | \$ 1,505,000 | \$ 7,180.58 |
| Total Capital Projects Fund | | \$ 1,311,042.76 | \$ 1,392.29 | \$ 15,271.19 | \$ 1,297,163.86 | \$ 1,505,000 | \$ 7,180.58 |
| Associated Students of TBCC | 710 | \$ 3,277.94 | \$ 655.20 | \$ 198.95 | \$ 3,734.19 | \$ 12,400 | \$ 0.88 |
| Phi Theta Kappa Honorary Society Fund | 720 | \$ 1,431.67 | \$ 749.35 | \$ 295.86 | \$ 1,885.16 | \$ 5,525 | \$ 303.64 |
| Total Agency Fund | | \$ 4,709.61 | \$ 1,404.55 | \$ 494.81 | \$ 5,619.35 | \$ 17,925 | \$ 304.52 |
| Tuition Waivers | 831 | \$ 16,598.50 | \$ - | \$ 424.00 | \$ 16,174.50 | \$ 36,000 | \$ 3,064.50 |
| Board Scholarships | 832 | \$ 117,454.57 | \$ - | \$ 4,794.00 | \$ 112,660.57 | \$ 217,000 | \$ 1,275.00 |
| Institutional Work Study | 833 | \$ 6,683.33 | \$ - | \$ - | \$ 6,683.33 | \$ 33,500 | \$ 2,442.01 |
| Foundation Scholarships | 834 | \$ - | \$ - | \$ - | \$ - | \$ 50,000 | \$ 2,212.75 |
| Non-Institutional Scholarships | 840 | \$ 4,582.07 | \$ 3,250.00 | \$ 3,596.57 | \$ 4,235.50 | \$ 52,000 | \$ 679.50 |
| Total Financial Aid Fund | | \$ 145,318.47 | \$ 3,250.00 | \$ 8,814.57 | \$ 139,753.90 | \$ 388,500 | \$ 9,673.76 |

Agenda Item 7.D - Attachment #3

Tillamook Bay Community College

Summary Financial Information - Cash Status

Preliminary for Fiscal Year-to-Date Ended August 2012

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 | | \$ 1,110,848 | | | \$ 2,231,164 | | | \$ 4,690 | | | \$ 29,373 | |
| Beginning Fund Balance | \$ 704,449 | \$ 739,656 | 105.00% | \$ 2,385,291 | \$ 2,471,309 | 103.61% | \$ 1,805 | \$ 4,530 | 250.97% | \$ 26,714 | \$ 65,242 | 244.22% |
| Resources | | | | | | | | | | | | |
| State Aid | \$ 777,491 | \$ 201,669 | 25.94% | \$ - | \$ - | 0.00% | \$ - | \$ - | 0.00% | \$ - | \$ - | 0.00% |
| Grants and Contracts | \$ 37,500 | \$ - | 0.00% | \$ 900,536 | \$ 11,858 | 1.32% | \$ - | \$ - | 0.00% | \$ - | \$ - | 0.00% |
| Tuition and Fees | \$ 1,370,598 | \$ 384,261 | 28.04% | \$ 6,000 | \$ 700 | 11.67% | \$ 7,500 | \$ 1,003 | 13.37% | \$ - | \$ - | 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 | \$ 2,322 | 0.93% |
| Interest | \$ 5,000 | \$ 789 | 15.78% | \$ 11,850 | \$ 2,328 | 19.65% | \$ - | \$ - | 0.00% | \$ - | \$ - | 0.00% |
| Rental | \$ 6,665 | \$ 3,078 | 46.18% | \$ - | \$ - | 0.00% | \$ - | \$ - | 0.00% | \$ - | \$ - | 0.00% |
| Miscellaneous | \$ 8,000 | \$ 113 | 1.41% | \$ 1,500 | \$ 75 | 5.00% | \$ - | \$ - | 0.00% | \$ 1,000 | \$ 20 | 2.00% |
| Transfers | \$ 416,640 | \$ 153,811 | 36.92% | \$ - | \$ - | 0.00% | \$ - | \$ - | 0.00% | \$ - | \$ - | 0.00% |
| Total Revenues | \$ 3,669,835 | \$ 743,834 | 20.27% | \$ 919,886 | \$ 14,961 | 1.63% | \$ 7,500 | \$ 1,003 | 13.37% | \$ 251,000 | \$ 2,342 | 0.93% |
| Expenditures | | | | | | | | | | | | |
| Salaries and Wages | \$ 2,663,255 | \$ 323,978 | 12.16% | \$ 458,267 | \$ 38,521 | 8.41% | \$ 4,725 | \$ 72 | 1.52% | \$ 47,209 | \$ 7,486 | 15.86% |
| Operating Expenditures | \$ 1,011,917 | \$ 145,690 | 14.40% | \$ 181,752 | \$ 50,951 | 28.03% | \$ 2,450 | \$ - | 0.00% | \$ 208,050 | \$ 53,506 | 25.72% |
| 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 | \$ 18,721 | 6.96% | \$ 414,060 | \$ 153,497 | 37.07% | \$ 520 | \$ - | 0.00% | \$ 1,720 | \$ 315 | 18.31% |
| 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 | \$ 488,389 | 12.02% | \$ 3,293,212 | \$ 242,969 | 7.38% | \$ 7,695 | \$ 72 | 0.94% | \$ 257,979 | \$ 61,307 | 23.76% |
| Ending Fund Balance | \$ 312,000 | \$ 995,101 | | \$ 11,965 | \$ 2,243,301 | | \$ 1,610 | \$ 5,461 | | \$ 19,735 | \$ 6,277 | |
| Adjustments to bring Ending Fund Balance to Ending Cash Balance | | | | | | | | | | | | |
| Assets | | | | | | | | | | | | |
| Receivables | | \$ 402,541 | | | \$ 84,154 | | | \$ - | | | \$ - | |
| Inventories | | \$ 2,602 | | | \$ - | | | \$ - | | | \$ 39,033 | |
| NET EFFECT ON CASH | | \$ (405,143) | | | \$ (84,154) | | | \$ - | | | \$ (39,033) | |
| Liabilities | | | | | | | | | | | | |
| Accounts Payable | | \$ 62,762 | | | \$ - | | | \$ - | | | \$ - | |
| Unearned Revenue (Note 2) | | \$ 85,133 | | | \$ - | | | \$ - | | | \$ - | |
| Payroll | | \$ 75,922 | | | \$ - | | | \$ - | | | \$ 5,854 | |
| NET EFFECT ON CASH | | \$ 223,817 | | | \$ - | | | \$ - | | | \$ 5,854 | |
| NET ADJUSTMENTS | | \$ (181,326) | | | \$ (84,154) | | | \$ - | | | \$ (33,179) | |
| ENDING CASH BALANCE | | \$ 813,775 | | | \$ 2,159,147 | | | \$ 5,461 | | | \$ (26,902) | |

Agenda Item 7.D - Attachment #3

Tillamook Bay Community College

Summary Financial Information - Cash Status

Preliminary for Fiscal Year-to-Date Ended August 2012

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 | | \$ 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 | \$ 38,366 | 767.32% | \$ 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 | \$ 324 | 3.92% | \$ - | \$ - | 0.00% | \$ - | \$ - | 0.00% |
| Interest | \$ - | \$ - | 0.00% | \$ - | \$ - | 0.00% | \$ 850 | \$ 28 | 3.29% | \$ 5,000 | \$ 1,392 | 27.84% |
| 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 | \$ 18,065 | 16.42% | \$ - | \$ - | 0.00% |
| Total Revenues | \$ 11,000 | \$ - | 0.00% | \$ 8,275 | \$ 324 | 3.92% | \$ 770,687 | \$ 18,093 | 2.35% | \$ 5,000 | \$ 1,392 | 27.84% |
| Expenditures | | | | | | | | | | | | |
| Salaries and Wages | \$ 6,316 | \$ - | 0.00% | \$ - | \$ - | 0.00% | \$ - | \$ - | 0.00% | \$ 15,439 | \$ 4,435 | 28.73% |
| Operating Expenditures | \$ 7,670 | \$ - | 0.00% | \$ 8,275 | \$ 27 | 0.33% | \$ 1,600 | \$ 1,600 | 100.00% | \$ 1,489,561 | \$ 10,836 | 0.73% |
| 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 | \$ 15,271 | 1.01% |
| Ending Fund Balance | \$ 6,674 | \$ 12,315 | | \$ 300 | \$ 3,615 | | \$ 6,573 | \$ 54,859 | | \$ - | \$ 1,297,164 | |
| Adjustments to bring Ending Fund Balance to Ending Cash Balance | | | | | | | | | | | | |
| Assets | | | | | | | | | | | | |
| Receivables | \$ - | \$ - | | \$ - | \$ - | | \$ 51,942 | \$ - | | \$ - | \$ - | |
| Inventories | \$ - | \$ - | | \$ - | \$ - | | \$ - | \$ - | | \$ - | \$ - | |
| NET EFFECT ON CASH | \$ - | \$ - | | \$ - | \$ - | | \$ (51,942) | \$ - | | \$ - | \$ - | |
| Liabilities | | | | | | | | | | | | |
| Accounts Payable | \$ - | \$ - | | \$ - | \$ - | | \$ - | \$ - | | \$ - | \$ - | |
| Unearned Revenue (Note 2) | \$ - | \$ - | | \$ - | \$ - | | \$ 51,942 | \$ - | | \$ - | \$ - | |
| Payroll | \$ - | \$ - | | \$ - | \$ - | | \$ - | \$ - | | \$ - | \$ - | |
| NET EFFECT ON CASH | \$ - | \$ - | | \$ - | \$ - | | \$ 51,942 | \$ - | | \$ - | \$ - | |
| NET ADJUSTMENTS | \$ - | \$ - | | \$ - | \$ - | | \$ - | \$ - | | \$ - | \$ - | |
| ENDING CASH BALANCE | \$ 12,315 | \$ 12,315 | | \$ 3,615 | \$ 3,615 | | \$ 54,859 | \$ 54,859 | | \$ 1,297,164 | \$ 1,297,164 | |

Agenda Item 7.D - Attachment #3

Tillamook Bay Community College

Summary Financial Information - Cash Status

Preliminary for Fiscal Year-to-Date Ended August 2012

16.67% 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 | \$ 749 | 12.48% | \$ 100,000 | \$ 3,250 | 3.25% |
| Transfers | \$ 9,112 | \$ 655 | 7.19% | \$ 150,000 | \$ - | 0.00% |
| Total Revenues | \$ 15,112 | \$ 1,404 | 9.29% | \$ 250,000 | \$ 3,250 | 1.30% |
| Expenditures | | | | | | |
| Salaries and Wages | \$ - | \$ - | 0.00% | \$ - | \$ - | 0.00% |
| Operating Expenditures | \$ 17,925 | \$ 495 | 2.76% | \$ 388,500 | \$ 8,815 | 2.27% |
| 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 | \$ 8,815 | 2.27% |
| Ending Fund Balance | \$ 2,412 | \$ 5,619 | | \$ - | \$ 139,753 | |
| 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 | | \$ 5,619 | | | \$ 139,753 | |

| |
|---------------------|
| \$ 4,464,806 |
|---------------------|

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

TBCC's Fall In-service included updates on a variety of planning and accreditation items. The group reviewed on offered comments on a First Year Student Philosophy as suggested by the Foundation of Excellence action items. Achieving the Dream, mentioned earlier in the meeting, was also launched to the wider campus community.

In related business, an Academic Master Plan (AMP) was drafted by faculty last spring and has been discussed by the Leadership Team this summer. Information Technology and Strategic Enrollment Management plans are currently being revised and a Facilities plan is being drafted to accompany the AMP. Together the four plans will encompass institutional (strategic) planning efforts for accreditation.

This month the Planning and Steering Committee will start work on TBCC's last Comprehensive Self Evaluation Report (due before next fall's on-campus accreditation visit).



Facilities

RECOMMENDATION

INFORMATION ONLY, NO ACTION REQUIRED

BACKGROUND INFORMATION.....Director Ryan

We are nearing completion of the rearranging of the Administration Office Area. There are a handful of supplies to purchase in order to finish up a partition screen. This work has been done with a minimal amount of cost.

The second floor faculty workroom has been reworked to accommodate more adjunct faculty.

Furnishings have been purchased and put in place so that all regular classrooms now have a consistent seating capacity of 30.

The north classroom hallways have been painted. Feedback thus far has been positive with regard to the color selection and color scheme. Thank you to the Oregon Youth Authority for providing a crew to help with the majority of the project.

The exterior wood columns and beams have been cleaned and stained to reseal the wood. We will monitor the wear protection of this latest sealing and include it in a routine maintenance schedule.

Now that a large number of furnishings, which were in storage, have been used at the new South County Campus, we do not anticipate the need to continue renting storage beyond the end of March 2013.

There is an active campaign to educate, inform, and enforce the Tobacco Free Campus policy.



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 | Interviews Scheduled for week of October 1. | Dan Biggs | |
| | | | | | |

Congratulations to Sheryl Vanselow on completion of her degree studies. Sheryl recently earned a Bachelor of Science in Liberal Studies with a double minor in Business and History from Eastern Oregon University.



Announcements and General Information

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION----- President Green

Events to calendar:

October 11 -- AAUW Candidate Forum at TBCC

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

November 8 -- 11 –OCCA Conference in Salem



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

