



Board of Education Meeting Agenda

Date: TBCC Central Campus
 Monday, December 2, 2013 4301 Third Street, Tillamook, OR 97141

Time:
 6:00 p.m.

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order • Acknowledge Guests -----	Chair Wakefield
2.	Approval of the Agenda -----	(Action) Chair Wakefield
3.	Invitation of Public Comment -----	Chair Wakefield
	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 October 21, 2013 Minutes -----	(Action) Chair Wakefield
5.	ASTBCC and PTK Officers -----	Chief Academic Officer Gates
6.	Reports	
	A. Oregon Community College Update -----	President Green
	B. Oregon Community College Association Update -----	President Green
	C. Achievement Compact Update -----	President Green
	D. Financial Report -----	Comptroller/Budget Officer Williams
	E. 2014-2015 Preliminary Budget Information -----	Comptroller/Budget Officer Williams
	F. 2013-2014 Tuition and Fee Schedule Update -----	Comptroller/Budget Officer Williams
	G. Board Self Evaluation Process -----	Chair Wakefield
	H. Presidential Evaluation Process -----	President Green
7.	Standing Business	
	A. Strategic Planning and Accreditation -----	Chief Academic Officer Gates
	B. Course and Curricula -----	Chief Academic Officer Gates
	C. 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

Call to Order • Acknowledge Guests

RECOMMENDATION

CALL THE MEETING TO ORDER AND ACKNOWLEDGE ANY GUESTS.

BACKGROUND INFORMATION----- Chair Wakefield



Approval of the Agenda

RECOMMENDATION

MOTION TO APPROVE THE AGENDA FOR THE DECEMBER 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



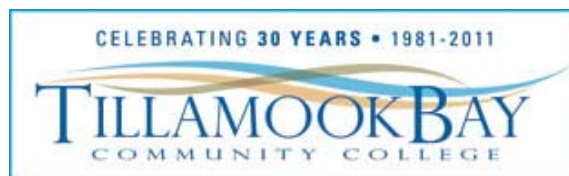
Approval of October 21, 2013 Minutes

RECOMMENDATION

MOTION TO APPROVE THE OCTOBER 21, 2013 BOARD MINUTES.

BACKGROUND INFORMATION

----- Chair Wakefield



Joint Board Workshop and College Board of Education Meeting Monday, October 21, 2013 TBCC South, 3466 Parkway Dr., Cloverdale, OR

Nestucca Valley School Board: Annis Leslie, Tami Menefee, Diane Wilkinson, Steve Dotson, Diane Boisa, Bill Hagerty, and Ken Henson

Nestucca Valley Staff: Kathryn Hedrick, Randy Wharton, Misty, Lisa Maseous, Misty Wharton, Carol Rae, Ida Monroe

TBCC Board: Deborah Lincoln, Rose Wharton, Steve Shaw, Ann Swain, Bob Weitman

TBCC Staff: Michele Burton, Kyra Williams, Lori Gates, Sheryl Neu, Tom Atchison, and Connie Green

Joint Board Workshop with Nestucca Valley School District

Call to order • Acknowledge Guests (agenda item A)

The joint Board workshop was called to order by Vice Chair Lincoln at 6:30 pm. Introductions were made.

Approval of Agenda (agenda item B)

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

Invitation of Public Comment (agenda item C)

There was no public comment at this time.

Opportunities for post-secondary education (agenda item D)

Kathryn Hedrick reported that at this point 13% of NCS D graduates have 9 college credits and that is not enough. The goal is that everyone graduates with college credits. NVSD does have a thriving Writing 121 and 122 programs with approximately 20 students involved.

Randy Wharton stated that he and Chief Academic Officer Gates have been discussing the possibility of adding a college level speech class or a literature class of some kind for spring term. One of the NVHS goals is to have students receive their Associates degree at the same time they receive their high school diploma and that did happen last year. He added that we need to continue to provide more opportunities. NVHS has a fairly strong engineering program and a college level physics or upper



level mathematics would be a wonderful additional offering. The district averages between 3 and 10 students yearly who go into engineering.

Kathryn Hedrick pointed out that a black cloud in the future is that two school districts, Beaverton and Hillsboro, have announced that they will withdraw between 65 and 75% of their funding from the Education Service District (ESD) for 2014-2015. It is not good news for NVSD or Tillamook County but the true extent is not yet known. Best case scenario is a 30% loss.

President Green added that now is the time to be working together to find the solution to this funding situation, and also look at options for those that need more technical education rather than an Associate's degree. It is important to be open to other things that will help people build skills.

President Green explained the process of selecting the courses that are offered as dual credit. The first consideration is current staff and whether they meet the criteria to teach a college class. Sometimes there is a need and the instructor must be found another way. Step two is looking at what things are needed no matter what direction you are headed. Things like writing, math, speech, history, etc. are common to most programs—apprenticeships, associates, bachelors, etc. One dilemma is how to deal with a subject that is taught over a year at the high school but must fit into a college 10 week course model. Logistics also factor in to the equation. There is a lot of trial and error to see what will work. Director Shaw asked how much TBCC South Campus building is being used. Randy Wharton stated that it is not being used to the fullest but it increases each year. The high school uses the computer lab a lot for testing.

Director Swain asked whether South County parents are pushing for their students to get a college education. Kathryn Hedrick stated that though she didn't know the statistics, she believes that everyone that is interested in college courses has access to the information. She believes it is an active conversation.

Adjournment (agenda item E)

The joint Board workshop was adjourned by Vice Chair Lincoln at 7:00 pm.

Regular Board meeting

Call to order • Acknowledge Guests (agenda item 1)

The meeting was called to order by Vice Chair Lincoln at 7:05 pm

Approval of Agenda (agenda item 2)

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

Invitation of Public Comment (agenda item 3)

There was no public comment at this time.

Contracted Training Update (agenda item 6A)

Chief Academic Officer Gates introduced Tom Atchison who has been working with TCCA on contracted supervisor training. This is part of a bigger picture of how the college can expand into contracted trainings for workforce development with local employers. Tom explained that talks about this supervisory training began with TCCA in the spring. The topics included in the program were decided upon with Patrick Criteser, CEO of TCCA along with Developmental Dimensions International (DDI). Tom received certification this summer to teach these courses. DDI provides around 75, 4 or 5 hour courses which we could offer. TCCA is also interested in a lean manufacturing program at some point in the future. A package was put together (which is presented in the brochure included in the Board packet) and a pilot project was put together.



Participants were handpicked from different departments. November will be the fifth of six classes. TCCA would like to repeat the series beginning in February in Tillamook and add the series at their Boardman facility. The third generation of the series would begin in April. There is also the potential for opening this series up to other employers such as the PUD or the hospital. There has also been discussion about a waste treatment class. Tom says he still needs to map out the possibility for college credit for participation.

Approval of the September 9, 2013 Minutes (agenda item 4)

A motion was made by Director Weitman and seconded by Director Swain to approve the minutes as presented. The motion carried.

New Business

Budget development, guidelines and schedule (agenda item 5A)

Comptroller Williams stated that there have been no additional changes since the September meeting. A motion was made by Director Wharton and seconded by Director Shaw to approve the budget development guidelines and schedule as presented. The motion carried.

Deferred Tuition Update (agenda item 5B)

A new payment process was started in Fall of 2011 which involved a payment plan and a process of not dropping students but charging them a late payment fee. Data regarding the plans is included in the Board packet and Comptroller Williams asked for questions. President Green and Comptroller Williams agreed that those who are choosing a plan are doing well and acknowledged that the outstanding balances are less than anticipated.

Reports

Oregon Community College Update (agenda item 6B)

President Green explained that the Higher Education Coordination Commission (HECC) will be the Board that community colleges, OUS, and Oregon Scholarship Commission will be reporting to as of July 1. Tim Nesbitt is the chair of that Board. They are having a day and a half meeting in November and taking their role very seriously. Ben Cannon has been hired as Executive Director of HECC. HECC will do program approval; approve our budget and administrative rules and ORS; and the funding formula.

The funding formula that was going to be 30% outcome based went into a stop in August, with two work groups meeting since then. It appears the recommendation will be something that has a smaller percent that is outcome based, like 10 or 15%, and 10 or 15% that is about strategic initiatives. 70% would be the old formula.

President Green also informed the Board that the \$15 million to help alleviate the need to raise tuition is a one-time amount that will come in 2014-2015. PCC, Linn-Benton and Chemeketa believe they will not have to raise tuition with the amount they receive from the \$15 million. TBCC will receive approximately \$50,000 and will still have to increase tuition. The rural community colleges will probably see a tuition increase of \$1 to \$2 dollars per credit hour.



Financial Report (agenda item 6C)

Comptroller Williams presented the financial reports. She pointed out the tuition number on Attachment #1 and explained that when the financial aid system was implemented, a new system for how charges are generated for our students also went into effect. The charges are generating as “preliminary” which means they don’t post. In prior years they were generated as actual as students registered. The August 2013 report shows almost no fall tuition. Registration began August 26, and the only charges that were posted as Actual were for students who paid as soon as they registered. The projected numbers for the end of September are in the December work packet and those numbers are much better. Enrollment is up slightly for fall term compared to last year, but is still down from the peak year.

Standing Business

Strategic Planning and Accreditation (agenda item 7A)

Chief Academic Officer Gates reported that the Accreditation visit went very well. TBCC received only one recommendation and three commendations. She summarized the recommendation—that the college continue to refine its planning model to integrate strategic enrollment planning, academic planning, technology planning, and facility planning within the college’s strategic framework. The commendations were 1) developing deep and meaningful connections with community partners, 2) for enthusiastically embracing and embodying a spirit of service and 3) development of a college campus that is a center of collaboration that reflect the progress and hope of the community it serves. January 8th is when we go before the Commission. The Board commended Chief Academic Officer Gates for her amazing work on this accreditation process. President Green also acknowledged the Board for their part in this process.

Board of Education Policy (agenda item 7B)

President Green presented the recommendation of a cost of living adjustment for faculty and staff. A motion was made by Director Shaw and seconded by Director Wharton to adopt the recommended COLA. The motion carried.

Personnel (agenda item 7C)

President Green reported that Uta Stelson has been hired as a one-year interim Adult Basic Skills/GED instructor. Pallie Campbell will be moving to the CASE grant position and her current position will be open to be filled. Student services is also interviewing for a new career education advisor. The college has received a Title III grant for five years, approximately \$450,000 per year, which provides for full time positions and investment in resources such as Jenzabar. One of the positions is a grant director, which will be posted this week. A full time report writer will also be hired. Neither of these position have to be sustained beyond the five-year grant period. The third position is an instructional designer to have more courses online and work with faculty. This position does need to be sustainable after the five years. The final position is a full time Foundation director. This also needs to be a sustainable position after the five years.

There is also a three year grant called Connect to Complete. It allows you to recruit 12 second year students a year that become AmeriCorps volunteers. This will help our GED students transition to college.

President Green also stated that Ed Armstrong is currently working on grants for the second building.



Announcements and General Information (agenda item 8)

Chair Wakefield, Vice Chair Lincoln and President Green will be attending part of the OCCA Conference.

President Green distributed an update on her progress on her yearly goals.

Invitation of Public Comment (agenda item 9)

No public comment

Board Member Discussion Items (agenda item 10)

No board member discussion items

Adjournment (agenda item 11)

A motion was made by Director Weitman and seconded by Director Shaw to adjourn the meeting. The motion carried and the meeting was adjourned at 8:35 pm.



ASTBCC and PTK Officers Update

RECOMMENDATION

INFORMATION ONLY—NO ACTION REQUIRED

BACKGROUND INFORMATION----- Chief Academic Officer Gates

The Associated Students of Tillamook Bay Community College (ASTBCC) is TBCC's student government. All students automatically belong to ASTBCC. The ASTBCC operate under a constitution designed to promote student activities that stimulate the social, physical, moral, and intellectual growth of students. It is organized to benefit the students, the college, and the community, and to provide opportunity for student input. The ASTBCC provides an important link to other students, college staff, and the public through a variety of activities each term.

Phi Theta Kappa (PTK) is the International Honor Society of two-year colleges. PTK offers students a great opportunity for scholarship, leadership, and community services. PTK members participate in a variety of activities on-campus, in the community, and with PTK chapters from other schools. Students qualify for membership after completing twelve college-level credits with a GPA of greater than 3.25.

ASTBCC (John Sandusky, Advisor)

President: Diana Gutzke
Vice President: Jessica Sutherlin
Finance Manager: Karen Nelson
Public Relations Manager: Keshia Williams
Office Manager: Tommie Huffman

PTK (Melanie Weber, Advisor)

President: Mariah Castro
Vice President: Mari Cobb
Treasurer: Patrick Willison
Public Relations: Perry Picking
Secretary: Brandy Tharp



Oregon Community College Update

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION ----- President Green

Gerald Hamilton, Interim Executive Director of Community Colleges and Workforce Development will be at the Board meeting to share updates. Oregon Community Colleges are discussing student success, dual credit issues, performance based funding and workforce development suggested changes.



Oregon Community College Association Update

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION ----- President Green

The Oregon Community College Association (OCCA) had its annual conference on October 24 – 26. Board Chair Wakefield and Vice Chair Lincoln attended and will provide updates.

The OCCA Board agreed at its October 23 meeting to ask all Community College Boards to discuss and provide input on the OCCA strategic plan. Following this introduction are two sets of information from OCCA. The first includes information and questions to discuss for the strategic conversation about OCCA. Second set of information is a copy of the OCCA 2014 goals as adopted by the OCCA Board for each College Board to discuss.

STRATEGIC CONVERSTION MATERIALS

October 28, 2013

TO: OCCA BOARD

FR: Andrea Henderson, Executive Director

RE: Strategic Conversation about the future of OCCA

As we discussed at the October Board, we are launching a strategic conversation about the future of OCCA. With the changes in structure at the state level and the creation of the Higher Education Coordinating Commission, the OCCA Board at the May 2013 meeting appointed a strategic -conversation committee to help guide OCCA through a thoughtful reassessment of the role and purpose of the organization to ensure the OCCA continues to be a vibrant service and leadership organization that serves the needs of the 17 community colleges.

To help inform the conversation, the committee asks the OCCA representatives to conduct a conversation with their local board around the future role of OCCA and help define how OCCA can best provides services and leadership to the community colleges the future. Attached are seven questions to discuss with your local board. Please forward of summary of your conversation to either Andrea Henderson at andrea@occa17.com or to Ed Dodson at edanddonalda@comcast.net and we will discuss the questions further at our December 6 OCCA Board meeting. Members of the Strategic Conversation are available to attend your board meeting and talk further about these issues.



Also attached is a summary of the current services OCCA provides on behalf of the colleges, and a survey of services provided by community college associations in other states. Please let us know what other information might be helpful.

Questions for Local Board Discussion

1. What functions that OCCA currently provides are the most valuable?
2. Is there anything that OCCA is doing now that they should stop doing?
3. As we look to the future, are there additional ways that OCCA can help the colleges?
4. Are there specific services or coordination efforts that you would like to request?
5. Are there services needed by small colleges that are not needed by the larger colleges?
6. Are there services needed by larger colleges that are not needed by the smaller colleges?
7. What other thoughts or recommendations do you have about OCCA?



CURRENT OCCA SERVICES

The Oregon Community College Association is a council of governments comprised of the seventeen publicly chartered community colleges. OCCA represents the collective interests of the colleges and the nearly 400,000 students in those colleges.

OCCA is governed by a board of directors, which includes the president and one board member from each of the seventeen colleges. The board member representatives are chosen by their own local boards and they, with the presidents, elect the association's executive committee to provide OCCA leadership each year. Colleges pay annual dues to OCCA based on a formula that includes both a base contribution and a prorated fee based on enrollment.

Founded in 1962, OCCA's purpose is to advocate for the colleges before policy-makers and partners whose actions affect the well-being of community colleges across the state. The association does this through a variety of services, including legislative advocacy.

OCCA staff provides the services and information that support the association's mission. Staff members are knowledgeable about issues ranging from appropriations to governance and educational policy. Services OCCA staff provides include:

Advocacy

- **Legislative and Executive Branch:** OCCA represents the collective interests of the colleges in the legislative process. Over time, OCCA has built strong relationships with legislators, legislative staff, committee staff, and staff of permanent legislative offices such as the Legislative Fiscal Office and the Legislative Revenue office. The association also works closely with the governor's education policy staff advocating the colleges' position on issues to the executive branch.

OCCA monitors all bills that could affect community colleges and engages on issues of importance through direct contact with legislators, testimony and facilitating direct contact between campus leaders and legislative leaders. Advocating for the community college support fund and protecting local autonomy are always top-priority issues.

- **State Level Boards and Commissions:** OCCA engages with many state level boards that oversee parts of state government that directly affect community colleges and students. The association monitors meeting and advocates positions before a variety of boards and commissions such as the Oregon Student Assistance Commission, the State Board of Education, the Higher Education Coordinating Commission and the Oregon Education Investment Board. OCCA also work with state agencies to ensure impact of policy changes on community college are understood and reflected in implementation.



- **Coalition Building:** OCCA works with several community college stakeholder groups to coordinate efforts around shared goals and especially for advocacy related to the community college support fund. OCCA works during session and in the interim with groups like the Oregon Community College Student Association, the Oregon Student Association, the Oregon Education Association, the American Federation of Teachers, the Oregon IDEA, the Oregon Business Association, the Oregon Business Council, and Associated Oregon Industries. OCCA staff keeps in regular contact with these groups and keep them up to date on the OCCA work and positions on issues.

Direct Services and Outreach

- **Coordinate statewide responses to federal and state laws:** OCCA staff work with the seventeen colleges to coordinate responses on federal issues such as military tuition assistance, state authorization rules, IRS penalty notices, the Affordable Care Act, IRS definitions defining full-time faculty employees, and Oregon's recent Medicaid waiver.
- **Intra-College Administrator Groups:** OCCA staff attend meeting and give reports to the various college administrator groups such as the Council of Instructional Administrators, Human Resources Directors, and Business Managers as well as coordinating efforts and getting information out to governmental affairs and public relations staff.
- **Advice and Guidance:** Through OCCA's in-house counsel, OCCA provides advice and guidance on specific questions related to requirements of Oregon law including ethics, public meetings, and public records law.
- **Publications:** OCCA produces a variety of reference resources and updates such as a community college statewide directory, newsletters and various legislative updates, reports and research reports on topics of interest to colleges.

Meetings and Events

- **Board Meetings/OPC:** OCCA organizes and provides staffing and support for OCCA board meetings (approximately 4-6 meetings a year) and the Oregon Presidents Council (approximately 10 meetings a year).
- **Conferences:** A conference is held annually in the fall for local board members, presidents, community college staff members and advocates. The conference provides speakers from across the country and workshops on a wide variety of topics affecting colleges. Additionally, OCCA hosts a legislative conference during each legislative session, creating opportunities for OCCA members to interact with legislators and get up to date information on issues affecting colleges during the legislative session.



- **Retreats and Trainings:** OCCA organizes and hosts several retreats and training each year including a new board member training, the Oregon Presidents Council retreat and the OCCA executive committee retreat.
 - **All Oregon Academic Team:** Oregon community college students who have made great achievements at their colleges are honored each year at the All Oregon Academic Team Awards Luncheon. Two students from each college are recognized by high-ranking public officials at the state capitol and offered scholarships to participating four-year institutions to continue their education.

Community College State Associations A Review of Services

There are 18 community college state associations that are comparable to the Oregon Community College Association. These 18 associations represent local member colleges and they are not affiliated with, or under the control of, state agencies.

These associations often have a non-profit legal status, but some are governmental entities. The Oregon Community College Association is considered a Council of Government (COG) as defined by Oregon Revised Statutes (ORS 294.900). As a COG, OCCA has broader governmental powers than it would as a non-profit organization. For example, OCCA could facilitate alternative financial vehicles.

The 18 associations offer differing levels of member services. Some focus mostly on advocacy and board training; others offer comprehensive statewide and district services. Many fall somewhere in between. For overview purposes, OCCA has categorized them into three service levels. Please see the document: *Community College State Associations: Three Levels of Service*.

In addition, OCCA has compiled a general list of the services offered by the associations. We divided these services into four areas: Government Relations Services, Board Member Services, District Services and other Statewide Services (non-advocacy). Some service areas have the potential to generate revenue. These areas are noted. Please see the document: *Community College State Associations: A List of Services*.

Lastly, while investigating these associations, OCCA noticed several key trends:

- Associations are increasingly taking the lead on important statewide issues, such as student success, workforce initiatives, performance accountability
- Associations are coordinating more on college operations
- Associations are focusing more on global partnerships and initiatives
- Associations are preparing for the exponential expansion of online learning



**Community College State Associations
Three Levels of Service**

LEVEL ONE: FOCUSED ON ADVOCACY AND BOARD TRAINING

Services provided: Government Relations, Board Services, Conferences

- Nebraska Community College Association (5 institutions)
- Kansas Association of Community College Trustees (19 institutions)
- South Carolina Association of Technical College Commissioners (16 institutions)

LEVEL TWO: ADVOCACY AND OTHER SERVICES

Services provided: Government Relations, Board Services, Conferences,
Some Statewide Services, Some District Services

- Oregon Community College Association (17 districts)
- Ohio Association of Community Colleges (23 institutions)
- Maryland Association of Community Colleges (16 institutions)
- Illinois Community College Trustee Association (48 institutions)
- Pennsylvania Commission for Community Colleges (14 districts)
- Missouri Community College Association (17 institutions)
- Technical College Directors' Association of Georgia (28 institutions)
- Arkansas Association of Two-Year Colleges (22 institutions)
- Association of Florida Colleges (28 institutions)
- North Carolina Association of Community College Trustees (58 institutions)
- Wisconsin Technical College District Boards Association (16 districts)
- Iowa Association of Community College Trustees/Presidents (15 districts)

LEVEL THREE: ADVOCACY AND COMPREHENSIVE OTHER SERVICES

Services provided: Government Relations, Board Services, Conferences,
Extensive Statewide Services, Many District Services

- Community College League of California (50 districts)
- Michigan Community College Association (28 institutions)
- Texas Community College Association (50 institutions)
- New Jersey's Council of County Colleges (19 districts)



Community College State Associations List of Services

Government Relations Services

- State Legislative Monitoring/Advocacy
- Federal Legislative Monitoring/Advocacy
- State Agency Monitoring/Advocacy (including Funding Formula)
- Federal Agency Monitoring/Advocacy
- Political Action Committees (PACs) (Michigan)

District Services

- Legal Advice/Services
- Individual College Marketing Services
- Model Publications and Forms
- Policy Reference Manuals for Federal and State Regulations
- District Publication Assistance
- Individual College Issue Research
- Event Planning Services
- Accreditation Assistance Services
- Auditing Assistance Services
- Presidential Evaluation Services
- Presidential Searches and Selection Services
- College Board Retreat Services
- Bond Election Campaign Services
- Board Communication/Media Services
- Technology Services
- Technical Assistance with Compliance on Grant/Program Requirements (Federal and State)

Board Member Services

- Legislative Advocacy Training
- Board Fiduciary Responsibilities
- Community College History and Structure
- Public Meetings Law
- Board Governance/Authority
- Public Ethics Law
- Public Records Law
- Leadership Training
- Media Training
- Issue Training (e.g., Globalization, Green Technology, Performance Measures,
Common Core Standards, Health Care Reform)
- Student Success Practices
- Competency Based Education Practices
- Diversity Programs Practices



- Board Self-Evaluations Practices
- Collective Bargaining Training
- Abuse Reporting Requirements

Statewide Services (Non-advocacy)

- Coordinating Statewide Meetings of, and Communication Between, Community College Staff Members in their Respective Fields:
 - Government Relations Staff
 - Public Information Officers
 - Human Resources Officers
 - Fiscal Officers
 - Foundation Directors
 - Presidents' Assistants
 - Chief Academic Officers
 - Chief Student Affairs Officers
- Grant Writing/Grant Project Management (Revenue Opportunities Possible)
- Coordination in Areas of Shared Interest
 - Student Success
 - Workforce Initiatives (Revenue Opportunities Possible)
 - Online Learning Consortiums
- Cooperative Purchasing/Vendor Services: (Revenue Opportunities Possible)
 - Energy (Electricity, Natural Gas, Solar)
 - Computers
 - Telecommunications
 - Software
 - Cloud services
 - Office Supplies
 - Credit Card Services
 - Library Technology Programs
 - Printing
 - Electronic Agenda Management Service (BoardDocs)
- Statewide Information Sharing
 - Statewide Data Analysis
 - Surveys
 - Issue Research: IRS issues, Medicare Issues
 - Seminars/Conferences
- Statewide Communications/Marketing:
 - Podcasts
 - Association Websites
 - YouTube Channel for Community College Videos
 - Coordinated Marketing Campaigns
 - Collections of Media Stories on Community Colleges
 - Press/Media Coordination
 - Press Clipping Services



Newsletters
Association Annual Report and Other Publications
Webinars
Billboard Campaigns
Statewide Community College Directory
Statewide Job Listings

- Fostering Partnerships
 - Four-year Colleges and Universities (Public and Private)
 - Corporations, Industries, Businesses (Revenue Opportunities Possible)
 - K-12 schools and stakeholders
 - Global partnerships (Revenue Opportunities Possible)
- Alternative Financing Vehicles: (Revenue Opportunities Possible)
 - Lease/Purchasing Bonds,
 - Student Housing Bonds,
 - Cash Flow Deficit Financing,
 - Tax Revenue Anticipation Notes (TRANS)
 - Charitable Gift Annuity Programs
- Health/Insurance Services (Revenue Opportunities Possible)
 - Retiree Health Investment Trusts
 - Student Health Insurance Programs
 - Health Insurance Pools
 - Other Insurance Pools
- Student and Staff Services
 - Excellence Awards
 - Student Scholarships
 - Professional Development on Statewide Issues

OCCA Goals 2014

The upcoming year will be challenging as we navigate the transition from the State Board of Education to the Higher Education Coordinating Commission. We will need to be proactive by setting the tone for the new reality at the state level, think strategically about what this change might mean for OCCA and the 17 colleges, while continuing to advocate for a greater level of funding for the colleges

Over-Arching Goal:

As fundamental education reform efforts unfold at the state and national level, OCCA will assess issues and larger trends by working with college leadership to frame issues for local engagement and to position colleges as leaders in educational reform.



- Build partnerships with OUS, K-12, and the business community
 - Proactively offer assistance to universities as they make the transition to institutional board and explore advocating a joint lobby for funding effort for the 2015 session
 - Build support and partnership with the business community around education reform and funding.
 - Collaborate with OSBA on a joint conversation around student success for 11-12th grades and those transitioning to college.
- Facilitate a statewide conversation between the OCCA board and the 17 local boards around the future needs and expectations of OCCA.
- Navigate the transition of community college statewide governance from the State Board of Education to HECC
 - Educate and orient the new HECC commissioners on the comprehensive mission and local governance of community colleges.
 - Build relationships between HECC and OCCA
 - Respond to and inform the policy conversations at HECC to ensure community colleges maintain a strong voice in post-secondary education policy decisions.
- Fight for additional community college funding
 - Maximize community college support funding by advocating for an aggressive ask in 2015 predicated on the student yield model from NCHEMS, and by pushing the policy conversation around the legislature's responsibility for funding 40-40-20 capacity.



Achievement Compact Update

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION ----- President Green

Nancy Golden, Chief Education Officer, provided an update on Community College Achievement Compacts expectations and development for 2014-2015. Her update is below. At TBCC we use our College Council for the Achievement Compact review and recommendation to the Board. TBCC process and overall use of Achievement Compacts will be discussed at the meeting.

Date: November 5, 2013

To: All Oregon Community College Presidents and Board Chairs

From: Nancy Golden, Chief Education Officer, Oregon Education Investment Board

Re: 2013-14 Achievement Compacts

Dear Colleagues,

Each of the Oregon community colleges submitted a 2013-14 achievement compact in June, before I began as Chief Education Officer. As you embark on the process for 2014-15, I wanted to share my vision for the compacts, how I hope they will be used by institutions, what analyses we will be conducting, and what I will be recommending to the Oregon Education Investment Board (OEIB) in terms of using the important data they provide.

In 2012, after much public input and deliberation, the OEIB identified outcomes pertinent to community colleges that are critical to achieving our state's 40-40-20 goals:

- Adult high school degrees and GEDs awarded
- Certificates, Oregon Transfer Modules, and associate degrees awarded
- Transfers to 4-year institutions
- Credits earned
- Developmental education course completion rates
- Dual credit data

Those evidence-based outcomes – disaggregated to ensure we remain focused on equity – form the backbone of the community college achievement compacts.



The compacts also contain optional local institutional priorities as well as required outcome measures. The elements required by law, the goals for the 2013-14 year, have been clearly marked in the template.

The achievement compacts offer community college boards, the State Board of Education, and the State of Oregon an opportunity to work with presidents, faculty, administrators, staff and communities to set shared goals and – importantly – to create strategies and budgets that ensure the goals can be achieved. The achievement compacts ask us to look forward and commit to making progress toward 40-40-20.

Achievement compacts should express a shared commitment – truly, a compact – between boards and the State of Oregon to set and achieve high goals for student success in post-secondary education. Because the achievement compacts are intended to clarify and make public our goals, all compacts will be publically reported and available on the OEIB website.

A number of individuals have asked me whether I intend to reject compacts, and how I see them being used. The law requires that these goals represent “progress toward” the 40-40-20 Goal, which has been interpreted to mean that setting a goal that is flat or represents a decline from the 2012-13 is not adequate. We are not going to reject any compact received but it is important that each institution continue to set individual progressive goals that are needed to take each institution to the next level of helping students achieve 40-40-20.

I also see the Achievement Compacts as a reflection on the OEIB and a way to see what progress we are making towards the outcomes identified in our Strategic Plan. I have asked David Edwards on our staff to provide analyses that help the OEIB Board see which targets we are meeting and which we are not so that we can examine policies that may need adjusting, investments that may need emphasis, and more clarity on how we define the data.

This year you will be creating achievement compact advisory committees to support completion of your compact per HB 3120. My hope is that the processes used to set the goals involves a high degree of collaboration, “outside of the box” thinking and encourages critical conversations about needed changes that prevent institutions from successfully serving each student who walks through their doors.

No matter what role you are poised to play in supporting student success, I hope that you'll join us in the innovative collaboration and student-centric thinking it will take to ensure that each and every one is on track, on time.

Thank you for your commitment to Oregon students!



Financial Report

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

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

Reports for the months of September and October are included for your information. 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 September 2013
 25.00% of fiscal year elapsed

	FY 2012-2013			FY 2013-2014		
	Annual Budget	09/30/12 Actual	Percentage of Budget	Annual Budget	09/30/13 Actual	Percentage of Budget
Resources						
Beginning Fund Balance	\$ 704,449	\$ 739,655.87	105.00%	\$ 539,247	\$ 800,546.42	148.46%
State	\$ 777,491	\$ 201,668.58	25.94%	\$ 895,000	\$ 237,983.63	26.59%
Property Taxes	\$ 1,043,941	\$ 8,841.72	0.85%	\$ 1,103,711	\$ 8,469.90	0.77%
Local Contract	\$ 37,500	\$ -	0.00%	\$ 37,500	\$ -	0.00%
Tuition	\$ 1,173,450	\$ 421,516.04	35.92%	\$ 1,165,000	\$ 470,594.00	40.39%
Fees	\$ 197,148	\$ 68,589.50	34.79%	\$ 190,000	\$ 79,099.00	41.63%
Sale of Goods	\$ 4,000	\$ 246.00	6.15%	\$ 4,000	\$ 1,064.00	26.60%
Interest	\$ 5,000	\$ 1,104.33	22.09%	\$ 5,000	\$ 1,117.60	22.35%
Rental	\$ 6,665	\$ 3,107.50	46.62%	\$ 7,000	\$ 3,700.00	52.86%
Miscellaneous	\$ 8,000	\$ 499.69	6.25%	\$ 7,000	\$ 514.85	7.36%
Transfers	\$ 416,640	\$ 157,836.81	37.88%	\$ 460,402	\$ 7,831.55	1.70%
Total resources	\$ 4,374,284	\$ 1,603,066.04	36.65%	\$ 4,413,860	\$ 1,610,920.95	36.50%
Expenditures						
Instruction	\$ 1,450,270	\$ 211,653.35	14.59%	\$ 1,478,801	\$ 222,664.82	15.06%
Instructional Support	\$ 455,537	\$ 117,806.96	25.86%	\$ 487,119	\$ 112,296.19	23.05%
Student Services	\$ 364,562	\$ 82,170.91	22.54%	\$ 377,772	\$ 79,703.87	21.10%
College Support	\$ 1,118,905	\$ 241,878.11	21.62%	\$ 1,016,215	\$ 250,998.35	24.70%
Plant Operation	\$ 353,898	\$ 89,627.08	25.33%	\$ 280,011	\$ 70,222.53	25.08%
Transfers	\$ 269,112	\$ 27,419.27	10.19%	\$ 219,112	\$ 27,096.71	12.37%
Contingency	\$ 50,000	\$ -	0.00%	\$ 50,000	\$ -	0.00%
Total expenditures	\$ 4,062,284	\$ 770,555.68	18.97%	\$ 3,909,030	\$ 762,982.47	19.52%
Ending fund balance	\$ 312,000	\$ 832,510.36	266.83%	\$ 504,830	\$ 847,938.48	167.97%

Agenda Item 6.C. Attachment #2
Tillamook Bay Community College
Unaudited Summary Financial Information (Modified Accrual Basis)
Fiscal Year-to-Date Ended September 2013

	Fund No.	Beginning Fund Balance	2013-2014 Revenue	2013-2014 Expenditures	Ending Fund Balance	2013-2014 Spendable Budget	2012-2013 Prior Year Expenditures
Adult Basic Education	210	\$ -	\$ 15,340.63	\$ 15,340.63	\$ -	\$ 73,275	\$ 13,203.29
Tutor Grant	211	\$ -	\$ 887.76	\$ 887.76	\$ -	\$ 13,892	\$ 3,692.44
Sprint Yellow Pages Literacy Grant	215	\$ 598.50	\$ -	\$ 598.50	\$ -	\$ 2,300	\$ -
United Way Literacy Grant	216	\$ 3,228.75	\$ 375.00	\$ 294.86	\$ 3,308.89	\$ 9,500	\$ -
Lumina Core to College Grant	222	\$ -	\$ -	\$ 435.97	\$ (435.97)	\$ 40,000	\$ 429.32
CASE Grant	223	\$ -	\$ 57,571.40	\$ 57,571.40	\$ -	\$ 300,000	\$ 18,815.62
Pathways Grant	225	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,347.46
Industrial Maintenance Tech	226	\$ 38,283.05	\$ 10,000.00	\$ 13,186.67	\$ 35,096.38	\$ 81,475	\$ 18,119.42
SESP Oregon Green Tech Certificate	228	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 165.70
SBDC Federal Grant	230	\$ -	\$ -	\$ 7,511.99	\$ (7,511.99)	\$ 31,150	\$ 8,163.46
SBDC State Grant	231	\$ -	\$ -	\$ 16,665.97	\$ (16,665.97)	\$ 29,804	\$ 2,653.90
SBDC Program Income	232	\$ 21,281.02	\$ 90.00	\$ -	\$ 21,371.02	\$ 6,035	\$ 193.93
SBDC - EDC Fund	235	\$ -	\$ -	\$ 25,850.02	\$ (25,850.02)	\$ 107,340	\$ 22,880.74
TEC Vocational Education Grant	240	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -
Student Assistance	250	\$ 1,560.39	\$ -	\$ -	\$ 1,560.39	\$ 1,600	\$ 45.00
Work Keys Mini Grant	251	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ -
Bay City Rental	260	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,490.13
Statewide Distance Learning System Development	272	\$ -	\$ -	\$ 585.00	\$ (585.00)	\$ -	\$ -
FOE Implementation Grant	274	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,882.87
Capital Depreciation & Maintenance Fund	290	\$ 960,628.64	\$ 1,281.56	\$ -	\$ 961,910.20	\$ 140,000	\$ 40,000.00
Timber Tax Reserve Fund	291	\$ 217,745.15	\$ -	\$ -	\$ 217,745.15	\$ 412,989	\$ -
Strategic Investment Fund	295	\$ 1,288,131.25	\$ 1,718.47	\$ -	\$ 1,289,849.72	\$ 250,000	\$ 107,964.00
State IGA Fund	296	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 100,000	\$ 30,568.00
Tillamook County Cultural Coalition	299	\$ 755.01	\$ -	\$ 70.69	\$ 684.32	\$ -	\$ -
Total Special Fund		\$ 2,532,211.76	\$ 92,264.82	\$ 143,999.46	\$ 2,480,477.12	\$ 1,640,860	\$ 284,615.28
Schedule of Special Fund borrowing from General Fund		Ending Fund Balance	Less Accounts Receivable	Add Liabilities	Ending Cash Balance 9/30/2013		
Total of Grants that borrow from the General Fund		\$ (51,048.95)	\$ 97,314.87	\$ -	\$ (148,363.82)		
Total of Grants that are not borrowing from the General Fund		\$ 2,531,526.07	\$ 30.00	\$ -	\$ 2,531,496.07		
Total Special Fund		\$ 2,480,477.12	\$ 97,344.87	\$ -	\$ 2,383,132.25		
	Fund No.	Beginning Fund Balance	2013-2014 Revenue	2013-2014 Expenditures	Ending Fund Balance	2013-2014 Spendable Budget	2012-2013 Prior Year Expenditures
Community Education	310	\$ 6,791.96	\$ 3,328.00	\$ 700.92	\$ 9,419.04	\$ 7,311	\$ 548.02
Bookstore	320	\$ 94,103.19	\$ 71,844.75	\$ 118,189.73	\$ 47,758.21	\$ 278,932	\$ 99,274.31
Customized Training Projects	330	\$ 12,379.21	\$ 10,185.60	\$ 6,092.90	\$ 16,471.91	\$ 14,876	\$ -
Culinary & Hospitality Program	340	\$ 4,865.99	\$ 118.55	\$ 628.37	\$ 4,356.17	\$ 15,375	\$ 382.11
Total Enterprise Fund		\$ 118,140.35	\$ 85,476.90	\$ 125,611.92	\$ 78,005.33	\$ 316,494	\$ 100,204.44
PERS Pension Bond Fund	410	\$ 14,543.33	\$ 26,466.22	\$ 1,600.00	\$ 39,409.55	\$ 117,084	\$ 1,600.00
General Obligation Bond Fund	420	\$ 51,141.86	\$ 5,591.50	\$ -	\$ 56,733.36	\$ 698,638	\$ -
Total Debt Service Fund		\$ 65,685.19	\$ 32,057.72	\$ 1,600.00	\$ 96,142.91	\$ 815,722	\$ 1,600.00
Campus Construction Fund - GO Bonds	520	\$ 1,196,237.61	\$ 1,507.88	\$ 417,001.24	\$ 780,744.25	\$ 1,105,000	\$ 17,638.96
Total Capital Projects Fund		\$ 1,196,237.61	\$ 1,507.88	\$ 417,001.24	\$ 780,744.25	\$ 1,105,000	\$ 17,638.96
Associated Students of TBCC	710	\$ 500.26	\$ 631.20	\$ 197.84	\$ 933.62	\$ 6,400	\$ 205.05
Phi Theta Kappa Honorary Society Fund	720	\$ 396.64	\$ 287.50	\$ 226.29	\$ 457.85	\$ 7,525	\$ 300.86
Total Agency Fund		\$ 896.90	\$ 918.70	\$ 424.13	\$ 1,391.47	\$ 13,925	\$ 505.91
PELL Grant	801	\$ -	\$ 84,899.00	\$ 84,899.00	\$ -	\$ 1,800,000	\$ -
Supplemental Education Opportunity Grant	802	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -
Direct Loans	810	\$ -	\$ 87,292.00	\$ 87,292.00	\$ -	\$ 2,200,000	\$ -
Federal Work Study	819	\$ -	\$ -	\$ -	\$ -	\$ 12,500	\$ -
Oregon Opportunity Grant	821	\$ -	\$ 23,400.00	\$ -	\$ 23,400.00	\$ 500,000	\$ -
Chafee Grant	822	\$ -	\$ 3,000.00	\$ -	\$ 3,000.00	\$ -	\$ -
Tuition Waivers	831	\$ 20,122.00	\$ -	\$ 5,217.50	\$ 14,904.50	\$ 25,000	\$ 2,538.00
Board Scholarships	832	\$ 62,905.07	\$ -	\$ -	\$ 62,905.07	\$ 137,377	\$ 4,794.00
Institutional Work Study	833	\$ 21,743.66	\$ -	\$ -	\$ 21,743.66	\$ 17,300	\$ 253.07
Foundation Scholarships	834	\$ -	\$ -	\$ 1,000.00	\$ (1,000.00)	\$ 50,000	\$ -
Non-Institutional Scholarships	840	\$ 4,558.55	\$ 21,219.00	\$ 346.75	\$ 25,430.80	\$ 54,000	\$ 3,596.57
Total Financial Aid Fund		\$ 109,329.28	\$ 219,810.00	\$ 178,755.25	\$ 150,384.03	\$ 4,846,177	\$ 11,181.64

Agenda Item 6.C. - Attachment #3

Tillamook Bay Community College

Summary Financial Information - Cash Status

Preliminary for Fiscal Year-to-Date Ended September 2013

25.00% 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		\$ 841,858			\$ 2,280,574			\$ 8,828			\$ 46,409	
Beginning Fund Balance	\$ 539,247	\$ 800,546	148.46%	\$ 2,372,122	\$ 2,532,212	106.75%	\$ 4,500	\$ 6,792	150.93%	\$ 60,000	\$ 94,103	156.84%
Resources												
State Aid	\$ 895,000	\$ 237,984	26.59%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Grants and Contracts	\$ 37,500	\$ -	0.00%	\$ 775,461	\$ 88,800	11.45%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Tuition and Fees	\$ 1,355,000	\$ 549,693	40.57%	\$ 6,000	\$ 90	1.50%	\$ 7,500	\$ 3,328	44.37%	\$ -	\$ -	0.00%
Local Taxes	\$ 1,103,711	\$ 8,470	0.77%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Timber	\$ -	\$ -	0.00%	\$ 476,332	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Sale of Goods	\$ 4,000	\$ 1,064	26.60%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 250,000	\$ 71,845	28.74%
Interest	\$ 5,000	\$ 1,118	22.36%	\$ 11,850	\$ 3,000	25.32%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Rental	\$ 7,000	\$ 3,700	52.86%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Miscellaneous	\$ 7,000	\$ 515	7.36%	\$ 1,500	\$ 375	25.00%	\$ -	\$ -	0.00%	\$ 1,000	\$ -	0.00%
Transfers	\$ 460,402	\$ 7,832	1.70%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Total Revenues	\$ 3,874,613	\$ 810,376	20.92%	\$ 1,271,143	\$ 92,265	7.26%	\$ 7,500	\$ 3,328	44.37%	\$ 251,000	\$ 71,845	28.62%
Expenditures												
Salaries and Wages	\$ 2,682,847	\$ 512,209	19.09%	\$ 306,111	\$ 83,344	27.23%	\$ 4,000	\$ 706	17.65%	\$ 48,937	\$ 11,776	24.06%
Operating Expenditures	\$ 929,071	\$ 223,676	24.08%	\$ 496,793	\$ 53,376	10.74%	\$ 3,150	\$ -	0.00%	\$ 208,050	\$ 105,935	50.92%
Capital Outlay	\$ 28,000	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Debt Service	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ 219,112	\$ 27,097	12.37%	\$ 457,956	\$ 7,279	1.59%	\$ 161	\$ (5)	-3.11%	\$ 1,945	\$ 479	24.63%
Other budgetary accounts (Note 1)	\$ 50,000	\$ -	0.00%	\$ 2,370,440	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 20,000	\$ -	0.00%
Total expenditures	\$ 3,909,030	\$ 762,982	19.52%	\$ 3,631,300	\$ 143,999	3.97%	\$ 7,311	\$ 701	9.59%	\$ 278,932	\$ 118,190	42.37%
Ending Fund Balance	\$ 504,830	\$ 847,940		\$ 11,965	\$ 2,480,478		\$ 4,689	\$ 9,419		\$ 32,068	\$ 47,758	
Adjustments to bring Ending Fund Balance to Ending Cash Balance												
Assets												
Receivables		\$ 541,800			\$ 97,345			\$ -			\$ -	
Inventories		\$ 2,790			\$ -			\$ -			\$ 51,748	
NET EFFECT ON CASH		\$ (544,590)			\$ (97,345)			\$ -			\$ (51,748)	
Liabilities												
Accounts Payable		\$ 185,478			\$ -			\$ -			\$ -	
Unearned Revenue (Note 2)		\$ 84,682			\$ -			\$ -			\$ -	
Payroll		\$ 91,585			\$ -			\$ -			\$ 7,811	
NET EFFECT ON CASH		\$ 361,745			\$ -			\$ -			\$ 7,811	
NET ADJUSTMENTS		\$ (182,845)			\$ (97,345)			\$ -			\$ (43,937)	
ENDING CASH BALANCE		\$ 665,095			\$ 2,383,133			\$ 9,419			\$ 3,821	

Agenda Item 6.C. - Attachment #3
 Tillamook Bay Community College
 Summary Financial Information - Cash Status
 Preliminary for Fiscal Year-to-Date Ended September 201:
 25.00% 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		\$ 12,379			\$ 4,599			\$ 53,105			\$ 1,197,947	
Beginning Fund Balance	\$ 12,400	\$ 12,379	99.83%	\$ 5,000	\$ 4,866	97.32%	\$ 74,000	\$ 65,685	88.76%	\$ 1,100,000	\$ 1,196,238	108.75%
Resources												
State Aid	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Grants and Contracts	\$ 11,000	\$ 10,186	92.60%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Tuition and Fees	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Local Taxes	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 677,138	\$ 5,514	0.81%	\$ -	\$ -	0.00%
Timber	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Sale of Goods	\$ -	\$ -	0.00%	\$ 12,000	\$ 119	0.99%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Interest	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 505	\$ 78	15.45%	\$ 5,000	\$ 1,508	30.16%
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	\$ 26,466	24.06%	\$ -	\$ -	0.00%
Total Revenues	\$ 11,000	\$ 10,186	92.60%	\$ 12,000	\$ 119	0.99%	\$ 787,643	\$ 32,058	4.07%	\$ 5,000	\$ 1,508	30.16%
Expenditures												
Salaries and Wages	\$ 6,316	\$ 1,449	22.94%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Operating Expenditures	\$ 8,220	\$ 4,565	55.54%	\$ 14,375	\$ 628	4.37%	\$ 1,600	\$ 1,600	100.00%	\$ 1,105,000	\$ 417,001	37.74%
Capital Outlay	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Debt Service	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 814,122	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ 340	\$ 79	23.24%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Other budgetary accounts (Note 1)	\$ -	\$ -	0.00%	\$ 1,000	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Total expenditures	\$ 14,876	\$ 6,093	40.96%	\$ 15,375	\$ 628	4.08%	\$ 815,722	\$ 1,600	0.20%	\$ 1,105,000	\$ 417,001	37.74%
Ending Fund Balance	\$ 8,524	\$ 16,472		\$ 1,625	\$ 4,357		\$ 45,921	\$ 96,143		\$ -	\$ 780,745	
Adjustments to bring Ending Fund Balance to Ending Cash Balance												
Assets												
Receivables	\$ -	\$ -		\$ -	\$ -		\$ 53,468	\$ -		\$ -	\$ -	
Inventories	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
NET EFFECT ON CASH	\$ -	\$ -		\$ -	\$ -		\$ (53,468)	\$ -		\$ -	\$ -	
Liabilities												
Accounts Payable	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
Unearned Revenue (Note 2)	\$ -	\$ -		\$ -	\$ -		\$ 53,468	\$ -		\$ -	\$ -	
Payroll	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
NET EFFECT ON CASH	\$ -	\$ -		\$ -	\$ -		\$ 53,468	\$ -		\$ -	\$ -	
NET ADJUSTMENTS	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
ENDING CASH BALANCE	\$ 16,472	\$ 16,472		\$ 4,357	\$ 4,357		\$ 96,143	\$ 96,143		\$ 780,745	\$ 780,745	

Agenda Item 6.C. - Attachment #3
 Tillamook Bay Community College
 Summary Financial Information - Cash Status
 Preliminary for Fiscal Year-to-Date Ended September 201:
 25.00% of Budget Period Expended

	Agency Fund			Financial Aid Fund		
	Budget	Actual	%	Budget	Actual	%
Beginning Cash Balance		\$ 897			\$ 109,425	
Beginning Fund Balance	\$ 2,525	\$ 897	35.52%	\$ 96,177	\$ 109,329	113.67%
Resources						
State Aid	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Grants and Contracts	\$ -	\$ -	0.00%	\$ 4,550,000	\$ 198,591	4.36%
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	\$ 8,000	\$ 288	3.60%	\$ 100,000	\$ 21,219	21.22%
Transfers	\$ 9,112	\$ 631	6.92%	\$ 100,000	\$ -	0.00%
Total Revenues	\$ 17,112	\$ 919	5.37%	\$ 4,750,000	\$ 219,810	4.63%
Expenditures						
Salaries and Wages	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Operating Expenditures	\$ 19,637	\$ 424	2.16%	\$ 4,846,177	\$ 178,755	3.69%
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	\$ 19,637	\$ 424	2.16%	\$ 4,846,177	\$ 178,755	3.69%
Ending Fund Balance	\$ -	\$ 1,392		\$ -	\$ 150,384	
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		\$ 1,392			\$ 150,384	

\$ 4,110,961

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.

Tillamook Bay Community College
 Unaudited Summary Financial Information
 General Fund
 Fiscal Year-to-Date Ended October 2013
 33.33% of fiscal year elapsed

	FY 2012-2013			FY 2013-2014		
	Annual Budget	10/31/12 Actual	Percentage of Budget	Annual Budget	10/31/13 Actual	Percentage of Budget
Resources						
Beginning Fund Balance	\$ 704,449	\$ 737,977.42	104.76%	\$ 539,247	\$ 801,765.55	148.68%
State	\$ 777,491	\$ 403,206.97	51.86%	\$ 895,000	\$ 477,946.34	53.40%
Property Taxes	\$ 1,043,941	\$ 12,694.20	1.22%	\$ 1,103,711	\$ 14,764.41	1.34%
Local Contract	\$ 37,500	\$ -	0.00%	\$ 37,500	\$ -	0.00%
Tuition	\$ 1,173,450	\$ 420,981.92	35.88%	\$ 1,165,000	\$ 469,249.00	40.28%
Fees	\$ 197,148	\$ 72,713.50	36.88%	\$ 190,000	\$ 76,678.00	40.36%
Sale of Goods	\$ 4,000	\$ 359.00	8.98%	\$ 4,000	\$ 2,068.00	51.70%
Interest	\$ 5,000	\$ 1,505.15	30.10%	\$ 5,000	\$ 1,419.50	28.39%
Rental	\$ 6,665	\$ 3,107.50	46.62%	\$ 7,000	\$ 4,770.00	68.14%
Miscellaneous	\$ 8,000	\$ 557.99	6.97%	\$ 7,000	\$ 527.85	7.54%
Transfers	\$ 416,640	\$ 159,122.11	38.19%	\$ 460,402	\$ 9,018.46	1.96%
Total resources	\$ 4,374,284	\$ 1,812,225.76	41.43%	\$ 4,413,860	\$ 1,858,207.11	42.10%
Expenditures						
Instruction	\$ 1,450,270	\$ 296,784.05	20.46%	\$ 1,478,801	\$ 326,323.09	22.07%
Instructional Support	\$ 455,537	\$ 149,767.91	32.88%	\$ 487,119	\$ 153,032.56	31.42%
Student Services	\$ 364,562	\$ 106,662.12	29.26%	\$ 377,772	\$ 105,647.48	27.97%
College Support	\$ 1,118,905	\$ 297,175.92	26.56%	\$ 1,016,215	\$ 327,340.35	32.21%
Plant Operation	\$ 353,898	\$ 115,090.22	32.52%	\$ 280,011	\$ 89,869.47	32.09%
Transfers	\$ 269,112	\$ 36,383.28	13.52%	\$ 219,112	\$ 38,630.45	17.63%
Contingency	\$ 50,000	\$ -	0.00%	\$ 50,000	\$ -	0.00%
Total expenditures	\$ 4,062,284	\$ 1,001,863.50	24.66%	\$ 3,909,030	\$ 1,040,843.40	26.63%
Ending fund balance	\$ 312,000	\$ 810,362.26	259.73%	\$ 504,830	\$ 817,363.71	161.91%

Agenda Item 6.C. Attachment #5
Tillamook Bay Community College
Unaudited Summary Financial Information (Modified Accrual Basis)
Fiscal Year-to-Date Ended October 2013

	Fund No.	Beginning Fund Balance	2013-2014 Revenue	2013-2014 Expenditures	Ending Fund Balance	2013-2014 Spendable Budget	2012-2013 Prior Year Expenditures
Adult Basic Education	210	\$ -	\$ 15,340.63	\$ 21,253.28	\$ (5,912.65)	\$ 73,275	\$ 19,720.06
Tutor Grant	211	\$ -	\$ 887.76	\$ 1,929.12	\$ (1,041.36)	\$ 13,892	\$ 5,018.11
Sprint Yellow Pages Literacy Grant	215	\$ 598.50	\$ -	\$ 598.50	\$ -	\$ 2,300	\$ -
United Way Literacy Grant	216	\$ 3,228.75	\$ 375.00	\$ 294.86	\$ 3,308.89	\$ 9,500	\$ -
Learning Standards Grant	219	\$ -	\$ -	\$ 216.47	\$ (216.47)	\$ -	\$ -
Title III Grant	220	\$ -	\$ -	\$ 7,657.15	\$ (7,657.15)	\$ -	\$ -
Lumina Core to College Grant	222	\$ -	\$ -	\$ 2,288.33	\$ (2,288.33)	\$ 40,000	\$ 590.27
CASE Grant	223	\$ -	\$ 57,571.40	\$ 68,551.25	\$ (10,979.85)	\$ 300,000	\$ 25,106.03
Pathways Grant	225	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,399.47
Industrial Maintenance Tech	226	\$ 38,283.05	\$ 10,000.00	\$ 17,054.75	\$ 31,228.30	\$ 81,475	\$ 21,551.68
SESP Oregon Green Tech Certificate	228	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,720.70
SBDC Federal Grant	230	\$ -	\$ -	\$ 10,057.58	\$ (10,057.58)	\$ 31,150	\$ 11,861.92
SBDC State Grant	231	\$ -	\$ -	\$ 18,117.87	\$ (18,117.87)	\$ 29,804	\$ 4,717.50
SBDC Program Income	232	\$ 21,281.02	\$ 1,080.00	\$ -	\$ 22,361.02	\$ 6,035	\$ 193.93
SBDC - EDC Fund	235	\$ -	\$ -	\$ 34,584.27	\$ (34,584.27)	\$ 107,340	\$ 30,847.86
TEC Vocational Education Grant	240	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -
Student Assistance	250	\$ 1,560.39	\$ -	\$ -	\$ 1,560.39	\$ 1,600	\$ 45.00
Work Keys Mini Grant	251	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ -
Bay City Rental	260	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,490.13
Statewide Distance Learning System Development	272	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FOE Implementation Grant	274	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,882.87
Capital Depreciation & Maintenance Fund	290	\$ 960,628.64	\$ 1,706.26	\$ -	\$ 962,334.90	\$ 140,000	\$ 40,000.00
Timber Tax Reserve Fund	291	\$ 217,745.15	\$ -	\$ -	\$ 217,745.15	\$ 412,989	\$ -
Strategic Investment Fund	295	\$ 1,288,131.25	\$ 2,287.96	\$ -	\$ 1,290,419.21	\$ 250,000	\$ 107,964.00
State IGA Fund	296	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 100,000	\$ 30,568.00
Tillamook County Cultural Coalition	299	\$ 755.01	\$ -	\$ 70.69	\$ 684.32	\$ -	\$ -
Total Special Fund		\$ 2,532,211.76	\$ 94,249.01	\$ 187,674.12	\$ 2,438,786.65	\$ 1,640,860	\$ 322,677.53
Schedule of Special Fund borrowing from General Fund							
		Ending Fund Balance	Less Accounts Receivable	Add Liabilities	Ending Cash Balance 10/31/2013		
Total of Grants that borrow from the General Fund		\$ (90,855.53)	\$ 39,743.47	\$ -	\$ (130,599.00)		
Total of Grants that are not borrowing from the General Fund		\$ 2,529,642.18	\$ 140.00	\$ -	\$ 2,529,502.18		
Total Special Fund		\$ 2,438,786.65	\$ 39,883.47	\$ -	\$ 2,398,903.18		
	Fund No.	Beginning Fund Balance	2013-2014 Revenue	2013-2014 Expenditures	Ending Fund Balance	2013-2014 Spendable Budget	2012-2013 Prior Year Expenditures
Community Education	310	\$ 6,191.96	\$ 3,407.00	\$ 1,087.91	\$ 8,511.05	\$ 7,311	\$ 1,245.20
Bookstore	320	\$ 79,322.66	\$ 74,906.42	\$ 112,264.36	\$ 41,964.72	\$ 278,932	\$ 97,637.49
Customized Training Projects	330	\$ 12,379.21	\$ 12,785.60	\$ 6,602.36	\$ 18,562.45	\$ 14,876	\$ 232.30
Culinary & Hospitality Program	340	\$ 4,865.74	\$ 2,255.47	\$ 2,327.02	\$ 4,794.19	\$ 15,375	\$ 2,284.87
Total Enterprise Fund		\$ 102,759.57	\$ 93,354.49	\$ 122,281.65	\$ 73,832.41	\$ 316,494	\$ 101,399.86
PERS Pension Bond Fund	410	\$ 14,543.33	\$ 35,119.28	\$ 1,600.00	\$ 48,062.61	\$ 117,084	\$ 1,600.00
General Obligation Bond Fund	420	\$ 51,141.86	\$ 8,989.44	\$ -	\$ 60,131.30	\$ 698,638	\$ -
Total Debt Service Fund		\$ 65,685.19	\$ 44,108.72	\$ 1,600.00	\$ 108,193.91	\$ 815,722	\$ 1,600.00
Campus Construction Fund - GO Bonds	520	\$ 1,196,237.61	\$ 1,898.19	\$ 419,701.51	\$ 778,434.29	\$ 1,105,000	\$ 19,820.32
Total Capital Projects Fund		\$ 1,196,237.61	\$ 1,898.19	\$ 419,701.51	\$ 778,434.29	\$ 1,105,000	\$ 19,820.32
Associated Students of TBCC	710	\$ 500.26	\$ 3,112.20	\$ 1,551.23	\$ 2,061.23	\$ 6,400	\$ 1,613.83
Phi Theta Kappa Honorary Society Fund	720	\$ 396.64	\$ 821.92	\$ 574.75	\$ 643.81	\$ 7,525	\$ 631.37
Total Agency Fund		\$ 896.90	\$ 3,934.12	\$ 2,125.98	\$ 2,705.04	\$ 13,925	\$ 2,245.20
PELL Grant	801	\$ -	\$ 383,194.00	\$ 391,838.00	\$ (8,644.00)	\$ 1,800,000	\$ -
Supplemental Education Opportunity Grant	802	\$ -	\$ 1,600.00	\$ 1,600.00	\$ -	\$ 50,000	\$ -
Direct Loans	810	\$ -	\$ 288,406.00	\$ 293,196.00	\$ (4,790.00)	\$ 2,200,000	\$ -
Federal Work Study	819	\$ -	\$ -	\$ -	\$ -	\$ 12,500	\$ -
Oregon Opportunity Grant	821	\$ -	\$ 23,400.00	\$ 44,965.00	\$ (21,565.00)	\$ 500,000	\$ -
Chafee Grant	822	\$ -	\$ 4,000.00	\$ 4,000.00	\$ -	\$ -	\$ -
Tuition Waivers	831	\$ 20,122.00	\$ -	\$ 5,646.50	\$ 14,475.50	\$ 25,000	\$ 4,835.00
Board Scholarships	832	\$ 63,012.32	\$ -	\$ 25,517.00	\$ 37,495.32	\$ 137,377	\$ 57,791.00
Institutional Work Study	833	\$ 21,743.66	\$ -	\$ -	\$ 21,743.66	\$ 17,300	\$ 1,777.23
Foundation Scholarships	834	\$ -	\$ 5,898.00	\$ 6,732.00	\$ (834.00)	\$ 50,000	\$ 5,593.50
Student Employees	835	\$ -	\$ -	\$ 1,623.78	\$ (1,623.78)	\$ -	\$ -
Non-Institutional Scholarships	840	\$ 4,451.30	\$ 28,223.00	\$ 16,256.53	\$ 16,417.77	\$ 54,000	\$ 14,512.82
Total Financial Aid Fund		\$ 109,329.28	\$ 734,721.00	\$ 791,374.81	\$ 52,675.47	\$ 4,846,177	\$ 84,509.55

Agenda Item 6.C. - Attachment #6
Tillamook Bay Community College
Summary Financial Information - Cash Status
Preliminary for Fiscal Year-to-Date Ended October 2013
33.33% 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		\$ 841,858			\$ 2,280,574			\$ 8,828			\$ 46,409	
Beginning Fund Balance	\$ 539,247	\$ 801,766	148.68%	\$ 2,372,122	\$ 2,532,212	106.75%	\$ 4,500	\$ 6,192	137.60%	\$ 60,000	\$ 79,323	132.21%
Resources												
State Aid	\$ 895,000	\$ 477,946	53.40%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Grants and Contracts	\$ 37,500	\$ -	0.00%	\$ 775,461	\$ 88,800	11.45%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Tuition and Fees	\$ 1,355,000	\$ 545,927	40.29%	\$ 6,000	\$ 1,080	18.00%	\$ 7,500	\$ 3,407	45.43%	\$ -	\$ -	0.00%
Local Taxes	\$ 1,103,711	\$ 14,764	1.34%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Timber	\$ -	\$ -	0.00%	\$ 476,332	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Sale of Goods	\$ 4,000	\$ 2,068	51.70%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 250,000	\$ 74,779	29.91%
Interest	\$ 5,000	\$ 1,420	28.40%	\$ 11,850	\$ 3,994	33.70%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Rental	\$ 7,000	\$ 4,770	68.14%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Miscellaneous	\$ 7,000	\$ 528	7.54%	\$ 1,500	\$ 375	25.00%	\$ -	\$ -	0.00%	\$ 1,000	\$ 127	12.70%
Transfers	\$ 460,402	\$ 9,018	1.96%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Total Revenues	\$ 3,874,613	\$ 1,056,441	27.27%	\$ 1,271,143	\$ 94,249	7.41%	\$ 7,500	\$ 3,407	45.43%	\$ 251,000	\$ 74,906	29.84%
Expenditures												
Salaries and Wages	\$ 2,682,847	\$ 733,888	27.35%	\$ 306,111	\$ 111,235	36.34%	\$ 4,000	\$ 959	23.98%	\$ 48,937	\$ 15,633	31.95%
Operating Expenditures	\$ 929,071	\$ 268,325	28.88%	\$ 496,793	\$ 68,159	13.72%	\$ 3,150	\$ 135	4.29%	\$ 208,050	\$ 95,993	46.14%
Capital Outlay	\$ 28,000	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Debt Service	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ 219,112	\$ 38,630	17.63%	\$ 457,956	\$ 8,280	1.81%	\$ 161	\$ (5)	-3.11%	\$ 1,945	\$ 638	32.80%
Other budgetary accounts (Note 1)	\$ 50,000	\$ -	0.00%	\$ 2,370,440	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 20,000	\$ -	0.00%
Total expenditures	\$ 3,909,030	\$ 1,040,843	26.63%	\$ 3,631,300	\$ 187,674	5.17%	\$ 7,311	\$ 1,089	14.90%	\$ 278,932	\$ 112,264	40.25%
Ending Fund Balance	\$ 504,830	\$ 817,364		\$ 11,965	\$ 2,438,787		\$ 4,689	\$ 8,510		\$ 32,068	\$ 41,965	
Adjustments to bring Ending Fund Balance to Ending Cash Balance												
Assets												
Receivables		\$ 187,413			\$ 39,883			\$ -			\$ -	
Inventories		\$ 2,807			\$ -			\$ -			\$ 38,837	
NET EFFECT ON CASH		\$ (190,220)			\$ (39,883)			\$ -			\$ (38,837)	
Liabilities												
Accounts Payable		\$ 70,313			\$ -			\$ -			\$ -	
Unearned Revenue (Note 2)		\$ 84,682			\$ -			\$ -			\$ -	
Payroll		\$ 90,948			\$ -			\$ -			\$ 9,802	
NET EFFECT ON CASH		\$ 245,943			\$ -			\$ -			\$ 9,802	
NET ADJUSTMENTS		\$ 55,723			\$ (39,883)			\$ -			\$ (29,035)	
ENDING CASH BALANCE		\$ 873,087			\$ 2,398,904			\$ 8,510			\$ 12,930	

Agenda Item 6.C. - Attachment #6
Tillamook Bay Community College
Summary Financial Information - Cash Status
Preliminary for Fiscal Year-to-Date Ended October 2013
33.33% 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		\$ 12,379			\$ 4,599			\$ 53,105			\$ 1,197,947	
Beginning Fund Balance	\$ 12,400	\$ 12,379	99.83%	\$ 5,000	\$ 4,866	97.32%	\$ 74,000	\$ 65,685	88.76%	\$ 1,100,000	\$ 1,196,238	108.75%
Resources												
State Aid	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Grants and Contracts	\$ 11,000	\$ 12,786	116.24%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Tuition and Fees	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Local Taxes	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 677,138	\$ 8,885	1.31%	\$ -	\$ -	0.00%
Timber	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Sale of Goods	\$ -	\$ -	0.00%	\$ 12,000	\$ 2,185	18.21%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Interest	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 505	\$ 106	20.99%	\$ 5,000	\$ 1,898	37.96%
Rental	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Miscellaneous	\$ -	\$ -	0.00%	\$ -	\$ 70	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 110,000	\$ 35,118	31.93%	\$ -	\$ -	0.00%
Total Revenues	\$ 11,000	\$ 12,786	116.24%	\$ 12,000	\$ 2,255	18.79%	\$ 787,643	\$ 44,109	5.60%	\$ 5,000	\$ 1,898	37.96%
Expenditures												
Salaries and Wages	\$ 6,316	\$ 1,932	30.59%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Operating Expenditures	\$ 8,220	\$ 4,565	55.54%	\$ 14,375	\$ 2,327	16.19%	\$ 1,600	\$ 1,600	100.00%	\$ 1,105,000	\$ 419,702	37.98%
Capital Outlay	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Debt Service	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 814,122	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ 340	\$ 106	31.18%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Other budgetary accounts (Note 1)	\$ -	\$ -	0.00%	\$ 1,000	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Total expenditures	\$ 14,876	\$ 6,603	44.39%	\$ 15,375	\$ 2,327	15.13%	\$ 815,722	\$ 1,600	0.20%	\$ 1,105,000	\$ 419,702	37.98%
Ending Fund Balance	\$ 8,524	\$ 18,562		\$ 1,625	\$ 4,794		\$ 45,921	\$ 108,194		\$ -	\$ 778,434	
Adjustments to bring Ending Fund Balance to Ending Cash Balance												
Assets												
Receivables	\$ -	\$ -		\$ -	\$ -		\$ 53,468	\$ -		\$ -	\$ -	
Inventories	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
NET EFFECT ON CASH	\$ -	\$ -		\$ -	\$ -		\$ (53,468)	\$ -		\$ -	\$ -	
Liabilities												
Accounts Payable	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
Unearned Revenue (Note 2)	\$ -	\$ -		\$ -	\$ -		\$ 53,468	\$ -		\$ -	\$ -	
Payroll	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
NET EFFECT ON CASH	\$ -	\$ -		\$ -	\$ -		\$ 53,468	\$ -		\$ -	\$ -	
NET ADJUSTMENTS	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
ENDING CASH BALANCE	\$ 18,562	\$ 18,562		\$ 4,794	\$ 4,794		\$ 108,194	\$ 108,194		\$ 778,434	\$ 778,434	

Agenda Item 6.C. - Attachment #6
Tillamook Bay Community College
Summary Financial Information - Cash Status
Preliminary for Fiscal Year-to-Date Ended October 2013
33.33% of Budget Period Expended

	Agency Fund			Financial Aid Fund		
	Budget	Actual	%	Budget	Actual	%
Beginning Cash Balance		\$ 897			\$ 109,425	
Beginning Fund Balance	\$ 2,525	\$ 897	35.52%	\$ 96,177	\$ 109,329	113.67%
Resources						
State Aid	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Grants and Contracts	\$ -	\$ -	0.00%	\$ 4,550,000	\$ 700,200	15.39%
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	\$ 8,000	\$ 822	10.28%	\$ 100,000	\$ 34,121	34.12%
Transfers	\$ 9,112	\$ 3,112	34.15%	\$ 100,000	\$ 400	0.40%
Total Revenues	\$ 17,112	\$ 3,934	22.99%	\$ 4,750,000	\$ 734,721	15.47%
Expenditures						
Salaries and Wages	\$ -	\$ 504	0.00%	\$ -	\$ -	0.00%
Operating Expenditures	\$ 19,637	\$ 1,622	8.26%	\$ 4,846,177	\$ 791,375	16.33%
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	\$ 19,637	\$ 2,126	10.83%	\$ 4,846,177	\$ 791,375	16.33%
Ending Fund Balance	\$ -	\$ 2,705		\$ -	\$ 52,675	
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		\$ 2,705			\$ 52,675	

\$ 4,258,795

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.

2014-2015 Preliminary Budget Information

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED

BACKGROUND INFORMATION----- Comptroller Williams

Draft of preliminary budget information included for your information.



2014-15 Budgeting

Picture of Our Opportunity



- \$450,000 to invest over 5 years
– flexible as long as we meet the grant outcomes.
-
-
- Other Grants that Title III will connect with
 - Career/College Ready
 - CASE
 - Career Pathways

- \$55,000 buy-down tuition from state.
-
-

- Programs that are self-sustaining/supporting.
- Programs Under Development/ Review
 - Distance Learning Business Plan – On Hold
 - Driver's Ed – We don't currently offer this/ Not Self-Supporting; research being done
 - Medical Assisting – This is Self-Supporting; to be explored within 6 months
 - Hospitality/Tourism – Not Self-Supporting; to be explored within 3 months

Budgeting Principles for Decision Making & Leveraging Resources

- Sustainable – stabilized budget that can be maintained.
- Strategic partnering to aid in sustainability:
 - Examples to consider:
 - OSU – eLearning Connection w/our distance learning.
 - Could our Business program partner with the business program at Oregon State?
 - Could our Criminal Justice program partner with the CJ program at Western Oregon?
- All investments create Instructional Improvement and Student Persistence & Completion
 - Assumptions:
 - CCWD Support Fund will grow minimally
 - Increase grants
 - Increase self-support
 - TBCC needs to view finances more like a private college
 - TBCC Needs
 - Increased grants
 - Increased staff support
 - Increased foundation endowment

2013-2014 Tuition and Fee Schedule

RECOMMENDATION

APPROVE ELIMINATION OF FEES ON THE 2013-2014 TUITION AND FEE SCHEDULE.

BACKGROUND INFORMATION

-----Comptroller Williams

Beginning January 1, 2014, all GED testing will be done online and the collection of testing fees will no longer be processed through Tillamook Bay Community College. Pearson VUE will collect fees directly from the students prior to testing. TBCC will receive payment from Pearson VUE for conducting GED testing at TBCC.

In addition, TBCC eliminated the Adult High School Diploma last year and discontinued offering High School Credit Recovery courses. It was missed in the fee schedule when it was adopted last winter.

Tuition or Fee Item	Current 2013-2014	Proposed 2013-2014
<i>Tuition</i>		
In-State Tuition per Credit Hour	\$90	\$90
Out-of-State Tuition per Credit Hour	\$110	\$110
<i>Fees</i>		
Placement Test	\$20	\$20
Placement Test Retest	\$20	\$20
	\$113	
	\$132	
	\$20	
	\$15	
Deferred Payment Plan – Application Fee	\$15	\$15
Deferred Payment Plan – Late Payment Fee	\$25	\$25
Tuition Non-Payment Fee	\$75	\$75
Proctored Testing per test for non-TBCC credit students or staff	\$25	\$25
Technology Fee (per credit)	\$5	\$5
Non-Student Computer Lab Use Fee (per term)	\$75	\$75
Calculator Rental (per term)	\$15	\$15
Printed Catalog (first copy from academic advisor free)	\$5	\$5
Late Registration Fee (per course)	\$25	\$25
	\$90	
Adult Basic Skills Instructional Course Fee	\$15	\$15

Deleted: GED Testing Fee

Deleted: \$113

Deleted: GED Offsite Testing Fee

Deleted: \$132

Deleted: GED Retest Fee

Deleted: \$20

Deleted: GED No-Show Fee

Deleted: \$15

Deleted: High School Credit Recovery (H.S. half credit class)

Deleted: \$90



<u>(includes ABE/GED/ESOL courses)</u>		
Return Check Fee	\$25	\$25
Student Services Fee (per credit)	\$2	\$2
Base Course Fee (per credit)	\$4	\$4
Self Improvement Course Fees	market or self support level	market or self support level
EMT Practical Exams Fee for non-TBCC student, former student or staff	\$10/station	\$10/station



Board Evaluation

RECOMMENDATION

TO REVIEW THE BOARD EVALUATION AND SUGGEST CHANGES IF THEY ARE NEEDED.

BACKGROUND INFORMATION----- Chair Wakefield

Each year the Board evaluates their efforts. To accomplish that, the first step is to review the evaluation categories from the year before and recommend any changes. The following is last year's categories. The other decision is to affirm the process. Last year the board sent their evaluations to the President who tallied them and brought them back for the Board to discuss and refine together.

The process suggested is:

1. December – Review and edit the evaluation tool and the process
2. January – Approve the tool and the process
3. February – Turn in the evaluation to the President before the February meeting and have the first discussion at the February meeting
4. March – Complete the conversation and approve the Board evaluation.



Tillamook Bay Community College

2012-2013

Board of Director's Self Evaluation Survey

	Considerations	5 Definitely Agree	4 Agree	3 Somewhat Agree	2 Do Not Agree	1 Strongly Disagree
1	I understand my role and responsibilities as a board member.					
2	I understand the Mission and Core Themes of TBCC.					
3	I am involved in the board's work and progress.					
4	Communication from the college is timely and of interest.					
5	The Board establishes reviews regularly, revises as necessary, and exercises broad oversight of institutional policies, including those regarding its own organization and operation.					
6	The board monitors progress toward the strategic goals and outcomes.					
7	Board meetings are of appropriate length and frequency.					
8	The board effectively represents TBCC to the community.					

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

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

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

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

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



Presidential Evaluation

RECOMMENDATION

TO COMPLETE THE PRESIDENTIAL EVALUATION AND DISCUSS IN EXECUTIVE SESSION ON FEBRUARY 4, 2013

BACKGROUND INFORMATION ----- President Green

The President's evaluation has been collected by a Board member and then discussed with the President at Executive session in February. It is recommended that a Board member once again accept all members input on the 2013-2014 Presidents evaluation and that the performance of the President be discussed in executive session on February 3, 2014.

Tillamook Bay Community College 2013-2014

Board of Education Evaluation of College President's Goals, Leadership and Performance

Evaluation category performance rating: 1= exemplary; 2= above average; 3= at expectation; 4= below expectation; 5= needs focused attention

1. Engagement. Provide leadership and tangible strategies to engage students in the learning environment at TBCC. Improve the College's persistence and completion rates for first year to second year, transfer and degree completion by 5% each year.

1 2 3 4 5

Comments: _____

2. Accreditation. Provide leadership throughout the application, self-evaluation, site visit, and candidacy for accreditation through the Northwest Commission on Colleges and Universities. Provide oversight to the overall instructional direction of the college to ensure the College to receive accreditation by winter term 2014.

1 2 3 4 5

Comments: _____

3. Systems/Process Improvement. Guide the improvement of college's processes and systems to continue to effectively meet the needs of students, staff and faculty. This would include systems that provide for quicker reporting, faster schedule design, more effective assisting students to register and an improved web site.

1 2 3 4 5

Comments: _____



4. Education and Business Partnerships. Maintain and develop education and business and industry partnerships that assist the college to meet the educational and training needs of the county. Develop and implement the Tillamook High School and TBCC vision of all students having college/career credits when they graduate from HS by 2015.

1 2 3 4 5

Comments: _____

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5. Shared-governance Model. Guide the implementation process of a shared-governance model that provides the staff an opportunity to establish policy driven administrative rules and operating procedures for the College. Implement a broader role for College Council.

1 2 3 4 5

Comments: _____

–

6. Capital and Foundation Improvement. Provide leadership and direction to the Tillamook Bay Community College Foundation Board and its Executive Director. Assist in the development of a Capital Improvement campaign for the next building and a future planned giving campaign for the Foundation.

1 2 3 4 5

Comments: _____

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ASSUMPTIONS FOR EFFECTIVE LEADERSHIP:

Growth. Manage the comprehensive growth of the College with the goal of increasing enrollment 5 to 10 percent per year in a sustainable approach through lower division transfer, career and technical, self-improvement, community and continuing education.

Facilities, Safety and Security. Support the implementation of College-wide procedures relating to the safety and security of the College human and physical resources and the ongoing improvements to the college's facilities in Tillamook and North and South Counties.

Day-to-Day Leadership. Provide day-to-day leadership and direction of the College through a collaborated effort with the Board of Education, College staff, and community. Provide a positive influence both internally and externally while maintaining a healthy balance of work and play.

Name

Date



Strategic Planning and Accreditation

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION ----- Chief Academic Officer Gates

The site visit on October 8-10 went very well as previously reported. The full Comprehensive Year Seven Peer-Evaluation Report from the Evaluation Committee echoes the positive tone of the visit, but includes some concerns and suggestions for improvements that TBCC will be addressing internally (below are the Recommendation and Commendations from the Report). Although every indication points to TBCC becoming accredited when the Commission makes its decision on January 8 (which TBCC will receive official notice of in late January/early February), accreditation is a continuous process. Next steps will include reviewing the comments received from the Evaluation Committee and Commission, particularly the Recommendation below, and incorporating plans for improvement in TBCC plans and activities as appropriate. In spring or fall of 2014, TBCC will begin reviewing the mission, core themes, and related achievement indicators in preparation for a Year One Evaluation Report and alignment of planning to address the Recommendation.

Recommendation

The College has improved its capacity for gathering data and conducting meaningful analysis to improve alignment with indicators, objectives, core themes, and mission fulfillment. The Evaluation Committee recommends that the College continue to refine its planning model to integrate strategic enrollment planning, academic planning, technology planning, and facilities planning within the College's Strategic Framework so that subsequent planning, assessment, and improvement activities are meaningfully developed over the seven-year cycle. (3.A.1; 3.A.3)

Commendation

The Evaluation Committee commends the College for developing deep and meaningful connections with community partners through fostering a local culture that values the importance of education.
Commendation

The Evaluation Committee commends the administration, staff, faculty, and students of the College for enthusiastically embracing and embodying a spirit of service, engagement, and commitment to the mission of the College and the educational endeavors through which it is fulfilled.
Commendation

The Evaluation Committee commends the College on the development of a college campus that is a center for a culture of collaboration that reflects the progress and hope of the community it serves.



Courses and Curricula

RECOMMENDATION

BOARD ACTION REQUESTED TO APPROVE JOURNALISM 201 MASS MEDIA AND SOCIETY AS A NEW COURSE.

BACKGROUND INFORMATION ----- Chief Academic Officer Gates

In preparation for TBCC's separation from PCC, courses that are new to TBCC (i.e., not in the current TBCC Catalog) and proposed for addition to the TBCC Catalog are going through a formal approval process. The Curriculum Committee recommends approval of the following Lower Division Collegiate (LDC) course:

J 201 Mass Media and Society, 4 Cr. - Survey of the various media of mass communication and their effects on society. Introduces the history and development of mass communication systems and their role in society. Analysis of print and broadcast journalism, advertising, public relations, television and film. Prerequisites: WR 115, RD 115 and MTH 20 or equivalent placement test scores.



Personnel

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION ----- President Green

Position Title	Application Review Begins	Start Date	Comment	Screening Committee Chair	Appointment
Registrar Clerk/ Enrollment Specialist	Nov. 18, 2013	Dec. 2, 2013		Michele Burton	Dave Darnall
CASE Grant Employer/Community Engagement Specialist			Pallie Campbell will assume this position upon the hiring of a new CASE Grant Career Coach	N/A	Pallie Campbell
CASE Grant Career Coach	Oct. 14, 2013. Open Until filled.	ASAP		Amy Alday- Murray	Clinton Cisco
Career Education Advisor/Enrollment Specialist	Oct. 14, 2013. Open until filled.	ASAP		Michele Burton	Mardona Anderson
Facilities Maintenance Specialist	Nov. 25, 2013. Open until filled.	ASAP		Pat Ryan	
Title III Project Director	Nov. 18, 2013. Open until filled.		Interviews Dec. 3.	Kyra Williams	

NOTABLES:

Congratulations to Tom Atchison on completion of his Doctorate of Management from George Fox University.



Announcements and General Information

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION----- President Green

Dates to remember:

- College totally closed- December 23 – January 1
- NWCCU Board of Commissioners- January 8, 2014 in Bellevue Washington

National issues that are Oregon and local issues

The U.S. Department of Education (ED) is holding a series of public forums to discuss President Obama's *college affordability proposals*. Information on the dates and how to register to speak at the forums is available on the [AACC website](#). AACC, in a [statement](#) released at the time the president's proposals were announced, and in talking points now being finalized for use in the forums (available upon request), has expressed concern over the appropriateness of a ratings system for community colleges, but finds other aspects of the proposals, such as a bonus for graduating Pell recipients, potentially favorable for colleges and students.

Loan defaults. ED also announced this week that it will be e-mailing approximately 3.5 million student loan borrowers between now and December to ensure that they are aware of their options to enroll in income-driven repayment plans, implementing another portion of the affordability proposals. More information is available via ED's [press release](#).

At TBCC students are encouraged to join SALT. SALT was created by American Student Assistance, a nonprofit organization, to help all community college students become more financially savvy. Students can join SALT free and activate their account. Activating SALT membership allows students to:

- **Interactive money management tools** that shows students how to take control of their finances.
- **A personal dashboard** that tracks all of the federal student loans in one place.
- Loan advice from SALT's **expert counselors**.
- **My Money 101**—a self-paced, online resource that teaches practical money management strategies for budgeting, credit cards, banking and more.
- Access to **thousands of jobs and internships** to jumpstart a career.
- **Exclusive benefits** that help save and spend smart.



Voluntary Framework of Accountability

AACC has officially launched the Voluntary Framework of Accountability (VFA). VFA is the first national accountability framework with measures specifically designed for community colleges, by community colleges. The VFA has many similarities to the Achievement Compacts. The following is the link to the brochure on VFA <http://vfa.aacc.nche.edu/Documents/VFABrochure.pdf> and the link to the website <http://vfa.aacc.nche.edu/about/Pages/default.aspx>



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

