



Board of Education Meeting Agenda

Date: November 2, 2015

Regular TBCC Board Meeting --6:00 -8:00 pm

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order • Acknowledge Guests -----	Chair Lincoln
2.	Consent Agenda: ----- (Action)	Chair Lincoln
	a. Approval of Agenda	
	b. Approval of Oct. 5, 2015 Minutes	
3.	Invitation for Public Comment -----	Chair Lincoln
	Available at the beginning 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.	New Business and/or focused policy discussions	
	a. Program Partner Highlight: EDC/SBDC -----	President Green and Director Cohen
	b. Policy Conversation: SBDC -----	President Green and Director Cohen
	c. Partners for Rural Innovation Center Update -----	President Green
	d. Community College and Workforce Update -----	President Green
	e. Board Policy Review -----	President Green
	f. Policy Review: Health Insurance Opt Out -----	President Green
5.	Information-Only Items (Board members may request any item be placed on the discussion agenda)	
	a. Nestucca Valley High School Opportunities -----	President Green
	b. Financial Report -----	Chief Finance Officer Williams
	c. Courses and Curriculum -----	Chief Academic Officer Hovey
	d. Personnel -----	Director Ryan
	e. Announcements and General Information -----	President Green
6.	Board Member Discussion Items -----	Chair Lincoln
7.	Adjournment -----	(Action) Chair Lincoln

Call to Order • Acknowledge Guests

RECOMMENDATION

CALL THE MEETING TO ORDER AND ACKNOWLEDGE ANY GUESTS.

BACKGROUND INFORMATION

----- Chair Lincoln



Approval of the Consent Agenda

RECOMMENDATION

MOTION TO APPROVE THE CONSENT AGENDA FOR THE NOVEMBER MEETING.

BACKGROUND INFORMATION

----- Chair Lincoln

Items for approval:

- a. Approval of Agenda
- b. Approval of October 5, 2015 Minutes



Approval of the Agenda

RECOMMENDATION

MOTION TO APPROVE THE AGENDA FOR THE NOVEMBER MEETING.

Regular TBCC Board Meeting --6:00 -8:00 pm

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6.	Board Member Discussion Items -----	Chair Lincoln
7.	Adjournment -----	(Action) Chair Lincoln



Approval of October 5, 2015 Minutes

RECOMMENDATION

MOTION TO APPROVE THE OCT. 5, 2015 BOARD MINUTES.

BACKGROUND INFORMATION

----- Chair Lincoln



Board of Education Minutes Oct. 5, 2015

TBCC Board Attending: Deborah Lincoln, Craig Wakefield, Kathy Gervasi, Danell Boggs and Billy Schreiber.

TBCC Staff: Heidi Luquette, Sheryl Neu, Ray Hoyt, Sayde Walker, Kyra Williams, Ann Hovey and Connie Green.

Joint Board Workshop with Tillamook School District

Call to Order • Acknowledge Guests (agenda item A)

The shared board workshop was called to order by Chair Lincoln at 5:30 p.m. Board and staff of each organization introduced themselves.

Opportunities for Post-Secondary Education (agenda item D)

President Green briefed both boards on several initiatives shared between the College and Tillamook School District, including the First Class Scholar Program, Expanded Options and Dual Credit Courses. She shared data on the percentage of students taking advantage of these options from last year to this year. There was discussion on how to increase the usage of the First Class Scholar program, how to communicate the Oregon Promise accurately with students and parents, and what a shared college application day – and other shared events - might look like in the future to reach more students and better prepare them for College.

Adjournment (agenda item E)

Meeting adjourned at 6:35.



Regular Board Meeting

TBCC Board Attending: Deborah Lincoln, Craig Wakefield, Kathy Gervasi, Danell Boggs and Billy Schreiber.

TBCC Staff: Heidi Luquette, Ray Hoyt, Sheryl Neu, Rhoda Hanson, Kyra Williams, Sayde Walker and Connie Green.

Call to Order • Acknowledge Guests (agenda item 1)

The meeting was called to order by Chair Lincoln at 6:40 p.m. There were no guests.

Approval of Consent Agenda (agenda item 2)

Mary Faith Bell moved to approve the consent agenda. Mr. Wakefield seconded. The motion carried.

Invitation of Public Comment (agenda item 3)

There was no public comment at this time. Chair Lincoln welcomed Rhoda Hanson, interim Chief Student Services Officer.

New Business

Oath of Office (agenda item 4.A)

Mary Faith Bell took the Oath of Office to serve on the Board.

Voluntary Framework of Accountability (agenda item 4.E)

President Green gave an overview of the Voluntary Framework of Accountability (VFA). The VFA would be used for comparison metrics across the nation community colleges. It could also be used in an outcomes based funding formula. She said that all the colleges seem ready to move to this framework. She said at the next president's council there would be more information about the path to implement, and there is an upcoming presentation at the OCCA state conference in November.

Partners for Rural Innovation Center Update (agenda item 4.B)

President Green said that the ground has been graded and scraped and it will be rocked later this week before it rains. There was a discussion about revised elevation plans, and what those might look like when they are ready. President Green noted they are still negotiating the elevations to keep the project within budget. There was also discussion about storm water lines and sidewalks for the new building.

Title III Update (agenda item 4.C)

Ray Hoyt gave an update on Title III. Year two just ended last week. He said the College adopted the national Quality Matters rubric this year for curriculum development. He discussed new professional development opportunities for faculty, adjunct and staff, and the creation of several new online courses, including the new online business degree. Daryl Spritzer was hired as an Online Academic and Professional Development Specialist and has been instrumental in Moodle training, creating a faculty resource center, initiating more Quality Matters workshops and researching online support services for students. Director Hoyt also gave an update on various LEAN projects and other projects that the College has completed, as well as the work the Foundation is accomplishing. He also briefed the Board on the year three objectives.



Open Educational Resources Update (agenda item 4.D)

Chief Finance Officer Kyra Williams gave an update on Open Educational Resources (OERs), which the College began offering last fall. TBCC has to date saved students a total of \$60,316.00 with OERs. She said the goal is to convert most textbooks to OERs and develop a different business plan for the bookstore. A copier fee to print on the lab and library printers has been implemented to not take on the cost of printing the OERs for those that want it in more than an online format.

Information Only Items

Personnel (agenda item 4.D)

President Green noted that the new librarian, Mayson Phoenix would start on Nov. 6. Applications are in for the Chief Student Services Officer and ASPIRE Coordinator /Career Education Advisor. The first round of interviews would begin in the next few weeks.

Announcements and General Information (agenda item 4.E)

President Green reminded the Board of the Mildred Davy Memorial Luncheon coming up on Oct. 15. She said that Billy Schreiber, Kathy Gervasi and Chair Lincoln would be attending the OCCA Annual Conference in November.

Board Member Discussion Items (Item 6)

There were no discussion items at this time.

Adjournment (Item 7)

The meeting was adjourned by Chair Lincoln at 7:56 p.m.



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 Lincoln



NEW BUSINESS

RECOMMENDATION

BACKGROUND INFORMATION----- Chair Lincoln

- a. Program Partner Highlight: EDC/SBDC ----- President Green and Director Cohen
- b. Policy Conversation: SBDC ----- President Green and Director Cohen
- c. Partners for Rural Innovation Center Update ----- President Green
- d. Community College and Workforce Update ----- President Green
- e. Board Policy Review ----- President Green



Program Partner Highlight: EDC/SBDC

RECOMMENDATION

INFORMATION ONLY.

BACKGROUND INFORMATION ----- President Green and Director Cohen

In Tillamook County the Small Business Development Center (SBDC) and the Economic Development Council functions are in one office and reside with two individuals: Mike Cohen the Director and Carla Lyman the Office Management Specialist. The SBDC also has contracts with five business advisors. Those advisors include Sally Tuttle, Bill Mays, Ken Crowe, Steele Fleischer, and Nora Aguilar.

Background on SBDC: The Oregon Small Business Development Center Network (OSBDCN) provides [advising](#), [training](#), [online courses](#) and [resources](#) for businesses throughout our state. Our 19 conveniently-located [Centers](#) assist entrepreneurs in every aspect of business development and management.

Oregon's SBDCs deliver our services to anyone who owns or operates a business or is planning to start a business. We work with businesses in every industry and at every stage of growth from start-ups to well-established companies, from one employee to 500. In addition to no-cost confidential advising, we offer training and online courses that cover a wide range of business topics.

The Oregon Small Business Development Network was launched in 1983 and is part of a national network of Small Business Development Centers. The Oregon Network is a well-established partnership between 17 Oregon community colleges, two state universities, the US Small Business Administration and the Oregon Business Development Department.

Our mission is "Helping Build Oregon's Best Businesses". Tillamook SBDC is one of the 19.

Background on Economic Development: Economic Development Council is an intergovernmental entity that was created in 1996. Its purpose was to form "partnership in all matters related to economic development in Tillamook County." This is to include coordination of efforts including business development, recruitment and expansion activities. It was also to include distribution of funds made available by regional, state or federal programs/agencies.

The County and the College agreed to create a shared staff and outcomes since both organizations were committed to building the Tillamook economy which is mostly small business.



Policy Discussions Small Business Development Centers

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION ----- President Green and Director Cohen

National: Small business has accounted for over 60% of all new jobs created during the United States economic recovery from the 2008-2011 recession. Nearly 90% of all employed Americans are associated with companies that have 100 or fewer employees. The Small Business Development Center (SBDC) network has over 1100 centers nationwide including 19 in Oregon.

Oregon and local: Tillamook Bay CC is fortunate to have one of these centers. The link to a community college is the “glue” for most SBDC centers nationwide because one of the main missions of a community college is to provide a means for local economies to grow and their students/community businesses to be a part of that growth. Creating small businesses is one great way to accomplish economic growth.

Third Partner: There is a third partner in this relationship in Tillamook County and that is the Economic Development Council (EDC) of Tillamook County. Partly by design and partly by necessity, the director of the SBDC also serves as the director of the EDC. The EDC may be considered the macro organization that facilitates larger programs for the overall business community while the SBDC is on more of a micro level directed toward assisting the individual businesses. There are many advantages to this organizational relationship. For example, the EDC has the capacity to make micro loans to assist small businesses while the SBDC has the capacity to ready those businesses to successfully qualify for the funding. The SBDC has a strong support system provided through both state, federal, and local college match for funding. The EDC is funded primarily by county funds which have been a less reliable source because of the fluctuations in the local economy. The primary purpose of both organizations is to promote small business development which leads to more job creation, job retention, and capital investment.

Data to Dive Deeper

The SBDC maintains a rich database that includes a great deal of information about the demographics and successes of our clients. Based on data collected September 15, 2015, the center has:

1. Consulted with 73 individual clients since the beginning of the fiscal year which began July 1, 2015.
2. Those consultations encompassed over 170 hours of direct client contact.



3. The center was also responsible for capital investment in those businesses totaling over \$60,000 in just 2 ½ months.

While such data is critical to the funding of the program, there is other information that suggests more long-term implications and areas for improvement. One of those areas is the distribution of the age of our clients.

1. The average age of residents in Tillamook County is higher than the national average because of the high concentration of retirees. According to the Oregon Employment Department, 31% are aged 55 and over. Nationally, that number is 24%. Based on our SBDC client data, we also serve an exaggerated concentration of older clientele with 29% over the age of 55.

2. At the other end of the spectrum, the county population between the ages of 20 and 35 is only 14%. That compares to a national average of 20%. Our clients under the age of 35 comprise about 15% of our business owners.

The concern is two-fold.

1. Aging entrepreneurs start businesses that are less likely to have long term economic impact because of the high failure rate of small businesses when they are turned over to successor generations. We also find that many of these businesses are consultancies that rely strictly on the skill set of the founder. When they are no longer working, the business is almost certain to fail.

2. The second concern is the one on which this discussion will center. How do we encourage the expansion of the 20-35 aged demographic in our county? One option is to offer them greater opportunity **here** through entrepreneurship.

Focus policy question/s

How can TBCC better utilize the resources of the SBDC and in particular, help younger people to see that a path to entrepreneurship may be just as viable as going on to pursue a bachelor's degree and becoming an employee of a corporation outside of Tillamook County?

In prior generations, the prevailing thought was that entrepreneurship at an early age was too much of a risk, even for the most driven and capable of candidates. An early bachelor's degree and the "good job that came with it" was the best way to minimize risk and be economically secure for a lifetime. The reality now is that a bachelor's degree comes with a very high price tag that may lead to a lifetime of indebtedness. The promise of a secure and well-paying job has also faded.

However, the realm of entrepreneurship is stronger than ever. Internet connectivity has leveled the playing field so that everyone has access to customers and data. Promotion of small business is one of the few areas in which virtually all politicians concur. Becoming self-employed at an earlier age can be advantageous because more of these individuals have less familial



responsibilities. There is also a higher energy level that naturally diminishes with age. Such a path is not for the average individual. Not everyone has what it takes to succeed in the world of small business but they need to know that such an option is available and how that could be accomplished. Pursuing entrepreneurship does not necessarily mean not pursuing a higher education degree but it does allow for the option to be exercised at a later date when the individual has more available resources and a better idea of exactly what degree they wish to obtain.

Options

The SBDC suggested next step is to strengthen its bonds with TBCC by co-sponsoring programs in entrepreneurship with the specific intention of encouraging small business creation here in Tillamook County. This is also a critical step in keeping some of Tillamook's best minds in Tillamook. The core subjects that the college provides are critical to all students whether they pursue a path in entrepreneurship or not. Such courses include enhancement of writing skills, basic psychology, business math, and economics.

The SBDC already has a number of workshops that can be used as an enhancement with these established college courses to provide a well-rounded educational experience as students embark on their entrepreneurial dreams. Topics include:

- Sources of financing,
- Crowd funding,
- Writing business plans,
- Creating cash flow
- Break-even analyses,
- Hiring your first employee, and
- Building credit.

There are more on the horizon. Students would also have ready access to one-on-one coaching opportunities.

The college and the SBDC might establish a non-credit certification in entrepreneurship. The students who pursue this certification could be grouped as cohorts and benefit from each other's experiences whether they be successes or failures. The end result might even be the establishment of a true small business incubator in Tillamook County.



Partners for Rural Innovation Center Update

RECOMMENDATION

INFORMATION ONLY.

BACKGROUND INFORMATION ----- President Green

Updates since last month:

1. The easement has been signed for our rain water discharge to go across the flag lot to the city.
2. The civil engineer, the city and the county are working on the sidewalk extension on the college side of the road that would end in a cross walk to the Partners for Rural Innovation Center.

TBCC Updated Schedule - Updated: September 30th, 2015

Design Development Phase

M/E/P trades begin Design Development October 5th, 2015

Design Development Complete (5 weeks from start) November 9th, 2015

Lot Partitioning

Application to be submitted by Bayside Surveying October 2nd, 2015

Conditional Use Application

Application Submission October 19th, 2015

Application Deemed Complete Deadline October 29th, 2015

20 Day Notice Sent Out October 30th, 2015

Planning Commission Meeting Target Date November 19th, 2015

Design Development Pricing Update (3 weeks) December 1st, 2015

Owner Approval Required for Construction Documents December 2nd, 2015

Construction Documents Start (5 weeks) December 2nd, 2015

100% Construction Document Set/Bldg. Permit Application January 6th, 2015

Permit Review (4 weeks) February 3rd



Community College and Workforce Update

RECOMMENDATION

INFORMATION ONLY.

BACKGROUND INFORMATION ----- President Green

Deborah, Kathy and Billy and I are attending the OCCA Annual Conference at Salishan this Wednesday – Saturday. Below is a schedule of the different panels and topics. Please let us know if there is anything specific you would like us to attend and report back on.



Oregon Community College Association 2015 Annual Conference Schedule – **Working Copy**

Wednesday, November 4, 2015		
3:00 - 4:30 pm	Voluntary Framework of Accountability – Pre-Conference Breakout Session	
Thursday, November 5, 2015		
9:00 - 10:30 am	Filling Open Spaces with Opportunity: Moving Toward a Better Understanding of Rural Populations	Andrew Koricich, Assistant Professor of Higher Education, Texas Tech University
10:45 - 11:45 am	Bonds from the Ground Up	Matt Donahue, Vice President Public Finance, D.A. Davidson
	Financial Aid	John Wykoff, Legislative Director, OCCA; Bob Brew, Executive Director, Office of Student Access and Completion (OSAC); Helen Faith, Lane Community College
	Why Participate in VFA?	Bernadette Holloway, Voluntary Framework of Accountability, American Association of Community Colleges
12:00 - 1:15 pm	Lunch – Special Guest Joshua Todd, Executive Director, Oregon Campus Compact Expecting Change – Managing the Transformation of Oregon Higher Education for Equity	
1:15 - 2:30 pm	Campus Safety and Security: A Holistic Approach to Managing a Complex Campus Community	Jim Eustrom, Vice President, Chemeketa Community College
2:45 - 3:45 pm	Preparing an Institutional Academic Master Plan	Christie Plinski, Vice President of Instruction, Mt. Hood Community College
	A View From DC—The Next Big Things	Bernadette Holloway, Voluntary Framework of



		Accountability, American Association of Community Colleges
	Lessons Learned from campus emergencies at Rogue and Southwestern after the UCC tragedy	Patty Scott, President, Southwestern Community College Peter Angstadt, President, Rogue Community College
4:00 - 5:00 pm	Getting Engaged: Learnings from the Governance Institute for Student Success	Panel Moderator: Elizabeth Cox Brand, Director of Student Success and Assessment, OCCA;
	PERS for Dummies	Carol Samuels, Managing Director, Piper Jaffray – Seattle-Northwest Division
	Oregon's Best Investment: Community Colleges	Peter Angstadt, President, Rogue Community College; Graham Slater, Workforce and Economic Research, Oregon Employment Department
Friday, November 6, 2015		
9:00 - 10:30 am	Wisconsin HOPE lab	Sara Goldrick-Rab, Professor of Education Policy Studies and Sociology, University of Wisconsin - Madison
10:45 – 11:45 am	Building a Network for Foster Care Youth Attending Community College	Neal Naigus, Assistant to the Executive Director, Portland Community College CLIMB Center for Advancement; Presenters from the Department of Human Services and community based agencies serving foster care youth
	Two Sides of the Same Coin - Bond Financing and Project Management	Lauren McMillian, Piper Jaffray; Mark Stoller, Senior Associate, Opsis Architecture
	Federal Student Loans: Maintaining Eligibility and Preventing Defaults	Judith Witherspoon , Edfinancial Services
1:30 - 2:30 pm	From Affirmative Action to Critical Race Theory: One college's journey to creating a more socially just educational environment	Kimberly Baker-Flowers, Director of Equity and Inclusion, Portland Community College; Traci Fordham, Chief of Staff, Portland Community College; Jessica Howard, President, Portland Community College-Southeast Campus
	Strategic Plan for the HECC	Ben Cannon, Executive Director HECC
	Community College Board Governance and Ethics	Karen Smith, General Counsel, OCCA; Rebecca Hillyer, General Counsel, Chemeketa Community College
2:45 - 3:45 pm	Funding and Policy Overviews at the State Level	Andrea Henderson, Executive Director, OCCA
	Affordable Textbooks and the College Press	Steve Richardson, Managing Editor of Chemeketa Press, Tim Rogers, Associate Vice President for College Support Services, Chemeketa Community College
	How Did They Do That? Making Effective Statewide Change	Elizabeth Cox Brand, Director of Student Success and Assessment, OCCA; Doug Nelson, Math Faculty, Central Oregon Community College
4:00 - 5:00 pm	Legislator Panel	Moderator: John Wykoff, Legislative Director, OCCA



5:30 - 6:30 pm	Howard Cherry Reception
6:30 - 9:00 pm	Howard Cherry Awards & Dinner
Saturday, November 7, 2015	
9:00 - 11:00 am	Community College Board Chairs and Vice Chairs Training



Board Policy Review

RECOMMENDATION

INFORMATION ONLY.

BACKGROUND INFORMATION ----- President Green

Every two years the Board reviews policy. Usually two members of the Board and the President meets and reviews the policy. The College Policy is located on our website:

http://www.tillamookbaycc.edu/images/documents/Policy_Manual_2013_2014.pdf#page=4

President Green is asking for two Board members to join her for this review in November. In the past this has taken a few hours to walk thru the policy. From that review a timetable is created of the policy that need to be revised and brought back to the board.



Policy update Health Insurance Opt out

RECOMMENDATION

FIRST READING.

BACKGROUND INFORMATION ----- President Green, Director Ryan and Chief Finance Officer

In light of the college employees having four health plans to choose from and two networks to choose from, our policy for receiving funds for opting out has become convoluted. The policy in essence states that if you opt out of coverage, you will receive a stipend in the amount of ½ of the least cost non-HSA policy. Last year, the college paid \$235.46 per month to employees that opted out. This year, because we adopted the Synergy network as well, the college has two least cost options. One calculates out to approximately \$236 and the other to approximately \$250.

The college should have a less complicated policy that sets a flat amount subject to change during the budget adoption process. This would be similar to the health insurance cap rate. We are suggesting for 2015/2016 a cash payment of \$245.00 per month and amend policy and the appendices as soon as possible.



FACULTY COMPENSATION _____ Page 7/8

Article No.: 407

Approved: January 5, 2009, April 1, 2013

Reference: Articles 312, 313; Appendix A-2, B-1, and C-1

407.5 Benefits

1. Tillamook Bay Community College shall provide all eligible employees as described in the Summary of Employee Benefits Chart contained in Appendix B-1, with a monthly stipend, defined in Appendix A-2 and C-1 which shall be reviewed and adopted each fiscal year by the Board of Education. Any amount of the stipend provided for insurance in excess of the cost of the employee-only coverage may be applied to dependent insurance coverage effective July 1, 2009.

NON-FACULTY JOB COMPENSATION

Page 2/4

Article No.: 311

Approved: January 5, 2009, June 3, 2013

Reference: 310.2, 309.4, 312, 313, Appendix A, B, C, Fair Labors Standards Act

311.2 BENEFITS

A. Health Insurance Coverage

1. Tillamook Bay Community College shall provide all eligible employees as described in the Summary of Employee Benefits Chart contained in Appendix B-1, with a monthly stipend, defined in Appendix A-2 and C-1 which shall be reviewed and adopted each fiscal year by the Board of Education. Any amount of the stipend provided for insurance in excess of the cost of the employee-only coverage may be applied to dependent insurance coverage effective July 1, 2009

SUGGESTED CHANGE FOR BOTH:

2. Eligible employees as described in 1 above, may elect to waive or opt-out of ~~medical~~College sponsored health insurance plans coverage. When an employee opts-out, Tillamook Bay Community College shall provide a monthly cash payment of \$245.00.,- , which. This cash payment shall be reviewed and adopted each

fiscal year by the Board of Education. ~~The monthly cash payment shall be half of the least cost employee only group insurance plan, excluding any Health Savings Account plans, approved by the College.~~ The option to waive or opt-out of the College's medicalhealth insurance plans is limited to 25% of eligible employees – once that threshold is reached employees will be added to a waiting list and will be allowed to opt-out only as space within the threshold becomes available. In order to waive coverage, employees will be required to complete a “Declination of Coverage” form (available from the Director of HR, Safety, and Facilities) and provide proof of other equivalent medicalhealth insurance coverage.

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STAFF SALARY SCHEDULE

Article No.: Appendix A-2

Approved:

Reference:

TILLAMOOK BAY COMMUNITY COLLEGE

2015-2016 Regular Full-Time & Regular Part-Time Staff Salary Schedule

Step Grade	1	2	3	4	5	6	7	8	9	10	11	12	13	14 & On
1	\$18,405	\$18,957	\$19,526	\$20,111	\$20,715	\$21,336	\$21,976	\$22,636	\$23,315	\$24,014	\$24,735	\$25,477	\$26,241	COLA + Half-Step
2	\$19,325	\$19,905	\$20,502	\$21,117	\$21,751	\$22,403	\$23,075	\$23,767	\$24,480	\$25,215	\$25,971	\$26,750	\$27,553	
3	\$20,291	\$20,900	\$21,527	\$22,173	\$22,838	\$23,523	\$24,229	\$24,956	\$25,704	\$26,476	\$27,270	\$28,088	\$28,931	
4	\$21,306	\$21,945	\$22,603	\$23,282	\$23,980	\$24,699	\$25,440	\$26,204	\$26,990	\$27,799	\$28,633	\$29,492	\$30,377	
5	\$22,371	\$23,042	\$23,734	\$24,446	\$25,179	\$25,934	\$26,712	\$27,514	\$28,339	\$29,189	\$30,065	\$30,967	\$31,896	
6	\$23,490	\$24,194	\$24,920	\$25,668	\$26,438	\$27,231	\$28,048	\$28,889	\$29,756	\$30,649	\$31,568	\$32,515	\$33,491	
7	\$24,664	\$25,404	\$26,166	\$26,951	\$27,760	\$28,593	\$29,450	\$30,334	\$31,244	\$32,181	\$33,147	\$34,141	\$35,165	
8	\$25,897	\$26,674	\$27,475	\$28,299	\$29,148	\$30,022	\$30,923	\$31,851	\$32,806	\$33,790	\$34,804	\$35,848	\$36,924	
9	\$27,192	\$28,008	\$28,848	\$29,714	\$30,605	\$31,523	\$32,469	\$33,443	\$34,446	\$35,480	\$36,544	\$37,641	\$38,770	
10	\$28,552	\$29,408	\$30,291	\$31,199	\$32,135	\$33,099	\$34,092	\$35,115	\$36,169	\$37,254	\$38,371	\$39,523	\$40,708	
11	\$29,980	\$30,879	\$31,805	\$32,759	\$33,742	\$34,754	\$35,797	\$36,871	\$37,977	\$39,116	\$40,290	\$41,499	\$42,744	
12	\$31,479	\$32,423	\$33,396	\$34,397	\$35,429	\$36,492	\$37,587	\$38,715	\$39,876	\$41,072	\$42,304	\$43,574	\$44,881	
13	\$33,052	\$34,044	\$35,065	\$36,117	\$37,201	\$38,317	\$39,466	\$40,650	\$41,870	\$43,126	\$44,420	\$45,752	\$47,125	
14	\$34,705	\$35,746	\$36,819	\$37,923	\$39,061	\$40,233	\$41,440	\$42,683	\$43,963	\$45,282	\$46,641	\$48,040	\$49,481	
15	\$36,440	\$37,534	\$38,660	\$39,819	\$41,014	\$42,244	\$43,512	\$44,817	\$46,162	\$47,546	\$48,973	\$50,442	\$51,955	
16	\$38,262	\$39,410	\$40,593	\$41,810	\$43,065	\$44,357	\$45,687	\$47,058	\$48,470	\$49,924	\$51,421	\$52,964	\$54,553	
17	\$40,175	\$41,381	\$42,622	\$43,901	\$45,218	\$46,574	\$47,972	\$49,411	\$50,893	\$52,420	\$53,992	\$55,612	\$57,281	
18	\$42,184	\$43,450	\$44,753	\$46,096	\$47,479	\$48,903	\$50,370	\$51,881	\$53,438	\$55,041	\$56,692	\$58,393	\$60,145	
19	\$44,293	\$45,622	\$46,991	\$48,401	\$49,853	\$51,348	\$52,889	\$54,475	\$56,110	\$57,793	\$59,527	\$61,312	\$63,152	
20	\$46,508	\$47,903	\$49,340	\$50,821	\$52,345	\$53,916	\$55,533	\$57,199	\$58,915	\$60,683	\$62,503	\$64,378	\$66,309	
21	\$48,833	\$50,298	\$51,807	\$53,362	\$54,963	\$56,611	\$58,310	\$60,059	\$61,861	\$63,717	\$65,628	\$67,597	\$69,625	
22	\$51,275	\$52,813	\$54,398	\$56,030	\$57,711	\$59,442	\$61,225	\$63,062	\$64,954	\$66,902	\$68,910	\$70,977	\$73,106	
23	\$53,839	\$55,454	\$57,118	\$58,831	\$60,596	\$62,414	\$64,286	\$66,215	\$68,202	\$70,248	\$72,355	\$74,526	\$76,761	
24	\$56,531	\$58,227	\$59,974	\$61,773	\$63,626	\$65,535	\$67,501	\$69,526	\$71,612	\$73,760	\$75,973	\$78,252	\$80,599	
25	\$59,357	\$61,138	\$62,972	\$64,861	\$66,807	\$68,812	\$70,876	\$73,002	\$75,192	\$77,448	\$79,771	\$82,165	\$84,629	
26	\$62,325	\$64,195	\$66,121	\$68,105	\$70,148	\$72,252	\$74,420	\$76,652	\$78,952	\$81,320	\$83,760	\$86,273	\$88,861	
27	\$65,442	\$67,405	\$69,427	\$71,510	\$73,655	\$75,865	\$78,141	\$80,485	\$82,899	\$85,386	\$87,948	\$90,586	\$93,304	
28	\$68,714	\$70,775	\$72,898	\$75,085	\$77,338	\$79,658	\$82,048	\$84,509	\$87,044	\$89,656	\$92,345	\$95,116	\$97,969	
29	\$72,149	\$74,314	\$76,543	\$78,839	\$81,205	\$83,641	\$86,150	\$88,735	\$91,397	\$94,138	\$96,963	\$99,872	\$102,868	
30	\$75,757	\$78,029	\$80,370	\$82,781	\$85,265	\$87,823	\$90,458	\$93,171	\$95,966	\$98,845	\$101,811	\$104,865	\$108,011	
31	\$79,545	\$81,931	\$84,389	\$86,921	\$89,528	\$92,214	\$94,980	\$97,830	\$100,765	\$103,788	\$106,901	\$110,108	\$113,412	
32	\$83,522	\$86,028	\$88,608	\$91,267	\$94,005	\$96,825	\$99,729	\$102,721	\$105,803	\$108,977	\$112,246	\$115,614	\$119,082	
33	\$87,698	\$90,329	\$93,039	\$95,830	\$98,705	\$101,666	\$104,716	\$107,857	\$111,093	\$114,426	\$117,859	\$121,394	\$125,036	
34	\$92,083	\$94,845	\$97,691	\$100,621	\$103,640	\$106,749	\$109,952	\$113,250	\$116,648	\$120,147	\$123,752	\$127,464	\$131,288	
35	\$96,687	\$99,588	\$102,575	\$105,652	\$108,822	\$112,087	\$115,449	\$118,913	\$122,480	\$126,155	\$129,939	\$133,837	\$137,853	

INSURANCE BENEFIT AMOUNT

Full-time \$1,278 per month
 Part-time \$1,278 per month (prorated based on actual FTE)

INSURANCE OPT-OUT BASE AMOUNT

(Opt-Out stipend is calculated as defined in Policy 314)

Full-time \$245 per month
 Part-time \$245 per month (prorated based on actual FTE)

FACULTY SALARY SCHEDULE

Article No.: Appendix C-1

Approved:

Reference:

TILLAMOOK BAY COMMUNITY COLLEGE
 2015-2016 Regular Full-Time & Regular Part-Time Faculty Salary Schedule
 173 DAY CONTRACT

	BA	BA+15	BA+30	BA+45	MA	MA+5	MA+10	MA+15	MA+20	MA+25	MA+30	MA+35	MA+40	MA+45 or 2nd Masters	MA+50	MA+55	MA+60	PhD
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
1	\$38,801	\$39,966	\$41,164	\$42,399	\$43,671	\$44,982	\$46,331	\$47,721	\$49,153	\$50,627	\$52,146	\$53,710	\$55,322	\$56,981	\$58,691	\$60,451	\$62,265	\$64,133
2	\$39,578	\$40,765	\$41,988	\$43,247	\$44,545	\$45,881	\$47,258	\$48,675	\$50,136	\$51,640	\$53,189	\$54,785	\$56,428	\$58,121	\$59,865	\$61,660	\$63,510	\$65,416
3	\$40,369	\$41,580	\$42,828	\$44,112	\$45,436	\$46,799	\$48,203	\$49,649	\$51,138	\$52,672	\$54,253	\$55,880	\$57,557	\$59,283	\$61,062	\$62,894	\$64,780	\$66,724
4	\$41,176	\$42,412	\$43,684	\$44,995	\$46,344	\$47,735	\$49,167	\$50,642	\$52,161	\$53,726	\$55,338	\$56,998	\$58,708	\$60,469	\$62,283	\$64,152	\$66,076	\$68,058
5	\$42,000	\$43,260	\$44,558	\$45,894	\$47,271	\$48,689	\$50,150	\$51,655	\$53,204	\$54,800	\$56,444	\$58,138	\$59,882	\$61,678	\$63,529	\$65,435	\$67,398	\$69,420
6	\$42,840	\$44,125	\$45,449	\$46,812	\$48,217	\$49,663	\$51,153	\$52,688	\$54,268	\$55,896	\$57,573	\$59,301	\$61,080	\$62,912	\$64,799	\$66,743	\$68,746	\$70,808
7					\$49,181	\$50,657	\$52,176	\$53,742	\$55,354	\$57,014	\$58,725	\$60,487	\$62,301	\$64,170	\$66,095	\$68,078	\$70,120	\$72,224
8								\$54,816	\$56,461	\$58,155	\$59,899	\$61,696	\$63,547	\$65,454	\$67,417	\$69,440	\$71,523	\$73,669
9											\$61,097	\$62,930	\$64,818	\$66,763	\$68,766	\$70,828	\$72,953	\$75,142
10														\$68,098	\$70,141	\$72,245	\$74,412	\$76,645
11																\$73,690	\$75,901	\$78,178
12																		\$79,741
13 and on	COLA + Half-Step																	

INSURANCE BENEFIT AMOUNT

Full-time \$1,278 per month
 Part-time \$1,278 per month (prorated based on actual FTE)

INSURANCE OPT-OUT **BASE** AMOUNT

(Opt-Out stipend is calculated as defined in Policy 407)

Full-time \$245 per month
 Part-time \$245 per month (prorated based on actual FTE)

Information Only Items

RECOMMENDATION

BACKGROUND INFORMATION----- Chair Lincoln

- a. Nestuccay Valley High School Opportunities ----- President Green
- b. Financial Report ----- Chief Finance Officer Williams
- c. Courses and Curriculum ----- Chief Academic Officer Hovey
- d. Personnel ----- Director Ryan
- e. Announcements and General Information ----- President Green



Opportunities for Post-secondary Education

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION ----- President Green

TBCC and Nestucca Valley High School (NVHS) have been working together to increase opportunities for students in high school to receive career or college credit before high school graduation.

The goal is to provide enough career and college classes that all high school graduates have an opportunity to succeed in a career or college level class. In the past 2 years there is an average of 95 students taking courses.

TBCC is providing the following information. Some previous years' numbers (2013-2014) may have been edited for accuracy and consistency.

Highlights for the conversation include:

1. **TBCC commitment** to high students obtaining career and college readiness and credits:
 - First Class Scholarships (FCS) for all NVHS graduates with a 3.0 for transfer or a 2.5 for CTE and place into college level classes. In 2014/2015, 2 NVHS graduates and for 2015/2016, 4 graduates have taken advantage of this (1 returning and three new First Class Scholars).
 - Expanded options. The college provides a 20% reduced tuition for NVHS students who are approved to take college level classes at TBCC while attending NVHS. In 2014/2015, NVHS students enrolled in 3 expanded options courses, compared to 5 expanded options courses in 2013/2014, at this reduced tuition option.
 - Dual credit courses - when a HS instructor is approved by TBCC to teach a college level class that is transcribed at TBCC and that is also used for HS credit. In 2013/2014, 12 courses were taken by 56 (duplicated) NVHS students in the dual credit options. In 2014/2015, 10 courses were taken by 37 (duplicated) students. TBCC charges no tuition for enrollment in these courses to either the student or the high school.
2. When considering both dual credit and expanded options courses, in 2014/2015 as compared to 2013/2014:

2013/2014	2014/2015
NVHS students enrolled in 433 credits	NVHS students enrolled in 396 credits
Enrolled in 17 courses, including 12 dual credit and 5 expanded options courses	Enrolled in 13 distinct courses, including 10 dual credit and 3 expanded options courses
If the full tuition had been charged for all courses: \$38,610	If the full tuition had been charged for all courses: \$36,828



Nestucca Valley HS school paid \$14,112 in tuition for students enrolled in expanded options courses	Nestucca Valley HS school paid \$13,912 in tuition for students enrolled in expanded options courses
Number of placement tests administered at NVHS and subsidized by TBCC: 85	Number of placement tests administered at NVHS and subsidized by TBCC: 113
Savings last year were up to \$24,630 (tuition savings on all courses plus TBCC-subsidized placement test costs)	Savings last year were up to \$23,091 (tuition savings on all courses plus TBCC-subsidized placement test costs)

2013/2014 Dual Credit classes offered	2014/2015 Dual Credit classes offered
<p>Culinary Arts and Hospitality, Tourism, and Recreation Management:</p> <p>CA 220/270/275/295 – (4 enrollments) – possible 17 credits total</p>	<p>Culinary Arts and Hospitality, Tourism, and Recreation Management:</p> <p>CA 165/265/292 – (5 enrollments) – possible 21 credits total</p> <p>HTM 107 – (3 enrollments) – 3 credits</p>
<p>Spanish:</p> <p>SPA 150/151 – (14 enrollments) – 12 credits</p> <p>SPA 250/251 – (14 enrollments) – 12 credits</p>	<p>Spanish:</p> <p>SPA 150/151 – (17 enrollments) – 12 credits</p> <p>SPA 250/251 – (10 enrollments) – 12 credits</p>
<p>Health Education:</p> <p>CG 130H – (6 enrollments) – 2 credits</p> <p>HE 110/112 – (12 enrollments) – 2 credits total</p> <p>MP 111 – (6 enrollments) – 4 credits</p>	<p>Health Education:</p> <p>HE 110/112 – (2 enrollments) – 2 credits total</p>
2013/2014 Expanded Options Classes Enrolled In	2014/2015 Expanded Options Classes Enrolled In
<p>English:</p> <p>BA 101 – (1 enrollments) – 4 credits</p> <p>ENG 104 – (15 enrollments) – 4 credits</p> <p>PSY 215 – (1 enrollment) – 4 credits</p> <p>WR 121 – (18 enrollments) – 4 credits</p>	<p>English:</p> <p>ENG 104 – (9 enrollments) – 4 credits</p> <p>WR 121 – (19 enrollments) – 4 credits</p> <p>WR 122 – (19 enrollments) – 4 credits</p>



WR 122 – (15 enrollments) – 4 credits	
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3. TBCC potential options.

- a. Increase the use of First Class Scholars
- b. Increase the use of the new Business degree online
- c. Increase the connection with the Agriculture and Natural Resources program.
- d. Increase the use of driver's education.

Shared issues:

1. How to communicate the Oregon Promise information
2. How to provide the access at the current level with limited resources and be a valued partner?
3. How to increase involvement in the shared Tillamook Education Consortium (TEC) programs of Health Occupation and Hospitality, Tourism and Recreation (HTR)?
4. How to share a college application day?

The Future. TBCC is committed to the collaboration we have with NVHS and to increase student and adult access to post-secondary education.



Financial Report

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION ----- Chief Finance Officer Williams

The report for the month of September is attached for your review.



Tillamook Bay Community College
 Unaudited Summary Financial Information
 General Fund
 Fiscal Year-to-Date Ended September 2015
 25.00% of fiscal year elapsed

	FY 2013-2014			FY 2014-2015		
	Annual Budget	09/30/14 Actual	Percentage of Budget	Annual Budget	09/30/15 Actual	Percentage of Budget
Resources						
Beginning Fund Balance	\$ 668,698	\$ 803,746.07	120.20%	\$ 755,349	\$ 907,873.65	120.19%
State	\$ 985,893	\$ 257,234.15	26.09%	\$ 1,121,379	\$ 329,707.87	29.40%
Property Taxes	\$ 1,136,822	\$ 7,432.05	0.65%	\$ 1,159,417	\$ 6,431.81	0.55%
Local Contract	\$ 72,000	\$ -	0.00%	\$ 72,000	\$ -	0.00%
Tuition	\$ 1,137,472	\$ 68,668.00	6.04%	\$ 1,047,472	\$ 297,558.00	28.41%
Fees	\$ 195,700	\$ 14,402.00	7.36%	\$ 175,700	\$ 53,316.00	30.34%
Sale of Goods	\$ 4,000	\$ 180.00	4.50%	\$ 2,000	\$ 554.56	27.73%
Interest	\$ 5,500	\$ 1,586.71	28.85%	\$ 5,500	\$ 1,875.94	34.11%
Rental	\$ 10,000	\$ 3,830.00	38.30%	\$ 12,000	\$ 4,685.00	39.04%
Miscellaneous	\$ 7,000	\$ 875.35	12.51%	\$ 7,000	\$ 10,919.63	155.99%
Transfers	\$ 392,729	\$ 9,433.37	2.40%	\$ 412,570	\$ 8,412.12	2.04%
Total resources	\$ 4,615,814	\$ 1,167,387.70	25.29%	\$ 4,770,387	\$ 1,621,334.58	33.99%
Expenditures						
Instruction	\$ 1,465,445	\$ 222,103.18	15.16%	\$ 1,507,437	\$ 246,888.63	16.38%
Instructional Support	\$ 438,015	\$ 110,362.92	25.20%	\$ 409,489	\$ 84,694.90	20.68%
Student Services	\$ 395,901	\$ 98,140.12	24.79%	\$ 417,211	\$ 103,057.26	24.70%
College Support	\$ 1,036,847	\$ 263,129.75	25.38%	\$ 1,072,550	\$ 299,112.85	27.89%
Plant Operation	\$ 279,193	\$ 70,679.80	25.32%	\$ 270,351	\$ 68,484.94	25.33%
Transfers	\$ 278,000	\$ 28,247.15	10.16%	\$ 288,000	\$ 31,499.07	10.94%
Contingency	\$ 53,715	\$ -	0.00%	\$ 50,000	\$ -	0.00%
Total expenditures	\$ 3,947,116	\$ 792,662.92	20.08%	\$ 4,015,038	\$ 833,737.65	20.77%
Ending fund balance	\$ 668,698	\$ 374,724.78	56.04%	\$ 755,349	\$ 787,596.93	104.27%

Agenda Item 5.B. Attachment #2
Tillamook Bay Community College
Unaudited Summary Financial Information (Modified Accrual Basis)
Fiscal Year-to-Date Ended September 2015

	Fund No.	Beginning Fund Balance	2015-2016 Revenue	2015-2016 Expenditures	Ending Fund Balance	2015-2016 Spendable Budget	2014-2015 Prior Year Expenditures 9/30/2014
Adult Basic Education	210	\$ -	\$ 13,390.58	\$ 13,390.58	\$ -	\$ 75,182	\$ 10,727.94
Tutor Grant	211	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,237.54
United Way Literacy Grant	216	\$ 2,869.12	\$ -	\$ -	\$ 2,869.12	\$ 3,173	\$ 662.77
Learning Standards Grant	219	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Title III Grant	220	\$ -	\$ 29,125.60	\$ 82,396.63	\$ (53,271.03)	\$ 505,494	\$ 105,396.29
DQP Grant	221	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lumina Core to College Grant	222	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,305.55
CASE Grant	223	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38,372.54
Pathways Grant	225	\$ -	\$ -	\$ 7,692.89	\$ (7,692.89)	\$ -	\$ 44.76
Industrial Maintenance Tech	226	\$ 20,086.80	\$ 10,000.00	\$ -	\$ 30,086.80	\$ 81,475	\$ 11,738.28
SBDC Federal Grant	230	\$ -	\$ -	\$ 7,239.53	\$ (7,239.53)	\$ 31,550	\$ 6,980.53
SBDC State Grant	231	\$ -	\$ -	\$ 12,895.85	\$ (12,895.85)	\$ 42,304	\$ 6,531.71
SBDC Program Income	232	\$ 18,789.59	\$ 300.00	\$ 153.46	\$ 18,936.13	\$ 18,423	\$ -
SBDC - EDC Fund	235	\$ -	\$ 94,790.93	\$ 25,314.16	\$ 69,476.77	\$ 82,750	\$ 26,834.13
EDC TLT Fund	237	\$ -	\$ 706,775.73	\$ 127,645.75	\$ 579,129.98	\$ 1,561,849	\$ 131,483.16
TEC Vocational Education Grant	240	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -
Student Assistance	250	\$ 1,560.39	\$ -	\$ -	\$ 1,560.39	\$ 1,600	\$ -
Juan Young TBCC Library	252	\$ 3,059.04	\$ -	\$ -	\$ 3,059.04	\$ -	\$ 875.00
Connect2Complete	253	\$ 6,863.59	\$ -	\$ -	\$ 6,863.59	\$ -	\$ -
Lumina Credit When It's Due Grant	275	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,098.82
Oregon Dev Ed Redesign Grant	277	\$ 7,664.42	\$ -	\$ -	\$ 7,664.42	\$ -	\$ -
Capital Depreciation & Maintenance Fund	290	\$ 83,078.19	\$ 106.81	\$ -	\$ 83,185.00	\$ -	\$ -
Timber Tax Reserve Fund	291	\$ 766,873.96	\$ -	\$ -	\$ 766,873.96	\$ 482,989	\$ -
Strategic Investment Fund	295	\$ 1,301,628.00	\$ 1,673.58	\$ -	\$ 1,303,301.58	\$ 263,500	\$ -
State IGA Fund	296	\$ -	\$ 31,847.79	\$ 58,842.56	\$ (26,994.77)	\$ 550,000	\$ 176,950.48
Total Special Fund		\$ 2,212,473.10	\$ 888,011.02	\$ 335,571.41	\$ 2,764,912.71	\$ 3,740,289	\$ 523,239.50
Schedule of Special Fund borrowing from General Fund							
		Ending Fund Balance	Less Accounts Receivable	Add Liabilities	Ending Cash Balance 9/30/2015		
Total of Grants that borrow from the General Fund		\$ (81,099.30)	\$ 42,973.46	\$ -	\$ (124,072.76)		
Total of Grants that are not borrowing from the General Fund		\$ 2,846,012.01	\$ 105.00	\$ -	\$ 2,845,907.01		
Total Special Fund		\$ 2,764,912.71	\$ 43,078.46	\$ -	\$ 2,721,834.25		
	Fund No.	Beginning Fund Balance	2015-2016 Revenue	2015-2016 Expenditures	Ending Fund Balance	2015-2016 Spendable Budget	2014-2015 Prior Year Expenditures
Community Education	310	\$ 13,588.14	\$ 3,228.00	\$ 275.56	\$ 16,540.58	\$ 7,665	\$ 397.03
Driver Education Program	311	\$ (1,642.56)	\$ 1,667.50	\$ 2,629.46	\$ (2,604.52)	\$ 9,834	\$ 5,767.63
Bookstore	320	\$ 71,910.64	\$ 25,273.52	\$ 43,437.05	\$ 53,747.11	\$ 230,330	\$ 79,515.47
Customized Training Projects	330	\$ 24,226.17	\$ -	\$ 16,517.57	\$ 7,708.60	\$ 41,698	\$ 4,232.70
Culinary & Hospitality Program	340	\$ 3,266.59	\$ 327.20	\$ 571.52	\$ 3,022.27	\$ 15,375	\$ 791.93
Culinary Catering	341	\$ 753.68	\$ -	\$ 1,841.74	\$ (1,088.06)	\$ 16,000	\$ 889.11
Total Enterprise Fund		\$ 112,102.66	\$ 30,496.22	\$ 65,272.90	\$ 77,325.98	\$ 320,902	\$ 91,593.87
PERS Pension Bond Fund	410	\$ (2,261.17)	\$ 30,978.66	\$ 1,600.00	\$ 27,117.49	\$ 128,137	\$ 1,600.00
General Obligation Bond Fund	420	\$ 32,420.93	\$ 4,161.06	\$ -	\$ 36,581.99	\$ 716,238	\$ -
Total Debt Service Fund		\$ 30,159.76	\$ 35,139.72	\$ 1,600.00	\$ 63,699.48	\$ 844,375	\$ 1,600.00
Campus Construction Fund - GO Bonds	520	\$ 1,023,334.48	\$ 595.02	\$ 713,512.06	\$ 310,417.44	\$ 1,046,250	\$ 19,047.82
Local Match Fund	525	\$ 959,042.93	\$ 1,233.10	\$ -	\$ 960,276.03	\$ 957,000	\$ -
State Match Fund	530	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	\$ -
Grant Construction Fund	555	\$ -	\$ -	\$ -	\$ -	\$ 957,000	\$ -
Total Capital Projects Fund		\$ 1,982,377.41	\$ 1,828.12	\$ 713,512.06	\$ 1,270,693.47	\$ 4,960,250	\$ 19,047.82
Associated Students of TBCC	710	\$ 130.00	\$ 302.40	\$ 182.92	\$ 249.48	\$ 9,680	\$ 193.65
Phi Theta Kappa Honorary Society Fund	720	\$ 1,581.75	\$ 136.35	\$ 70.00	\$ 1,648.10	\$ 7,525	\$ 53.29
Total Agency Fund		\$ 1,711.75	\$ 438.75	\$ 252.92	\$ 1,897.58	\$ 17,205	\$ 246.94
PELL Grant	801	\$ -	\$ 41,581.00	\$ 41,476.00	\$ 105.00	\$ 1,101,500	\$ 70,122.00
Supplemental Education Opportunity Grant	802	\$ -	\$ 875.00	\$ 875.00	\$ -	\$ 21,000	\$ -
Direct Loans	810	\$ -	\$ 29,067.00	\$ 29,067.00	\$ -	\$ 1,000,000	\$ 59,781.00
Federal Work Study	819	\$ -	\$ -	\$ -	\$ -	\$ 15,850	\$ 1,289.37
Oregon Opportunity Grant	821	\$ -	\$ 42,400.00	\$ -	\$ 42,400.00	\$ 150,000	\$ -
Chafee Grant	822	\$ -	\$ 2,334.00	\$ -	\$ 2,334.00	\$ 20,000	\$ -
Tuition Waivers	831	\$ 26,113.00	\$ -	\$ 2,378.00	\$ 23,735.00	\$ 7,000	\$ 530.50
Board Scholarships	832	\$ 67,052.02	\$ -	\$ 33,968.18	\$ 33,083.84	\$ 192,900	\$ -
Institutional Work Study	833	\$ 21,743.66	\$ -	\$ -	\$ 21,743.66	\$ 21,744	\$ -
Foundation Scholarships	834	\$ -	\$ 2,339.50	\$ 19,653.12	\$ (17,313.62)	\$ 60,000	\$ 744.00
Student Employees	835	\$ 15,444.34	\$ 218.75	\$ 341.90	\$ 15,321.19	\$ 18,000	\$ 127.84
Non-Institutional Scholarships	840	\$ 3,826.92	\$ 9,669.00	\$ 6,237.50	\$ 7,258.42	\$ 51,500	\$ 656.25
\$5 Tuesday Fund	898	\$ 300.00	\$ -	\$ -	\$ 300.00	\$ 300	\$ -
Total Financial Aid Fund		\$ 134,479.94	\$ 128,484.25	\$ 133,996.70	\$ 128,967.49	\$ 2,659,794	\$ 133,250.96

Agenda Item 5.B. - Attachment #3
 Tillamook Bay Community College
 Summary Financial Information - Cash Status
 Preliminary for Fiscal Year-to-Date Ended September 2015
 25.00% of Budget Period Expended

	General Fund			Special Fund			Enterprise Fund			Debt Service Funds		
	Budget	Actual	%	Budget	Actual	%	Budget	Actual	%	Budget	Actual	%
Beginning Cash Balance		\$ 839,223			\$ 1,857,516			\$ 87,948			\$ 20,017	
Beginning Fund Balance	\$ 755,349	\$ 907,874	120.19%	\$ 1,967,548	\$ 2,212,473	112.45%	\$ 73,100	\$ 112,103	153.36%	\$ 24,875	\$ 30,160	121.25%
Resources												
State Aid	\$ 1,121,379	\$ 329,708	29.40%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Grants and Contracts	\$ 72,000	\$ -	0.00%	\$ 2,929,129	\$ 851,547	29.07%	\$ 25,000	\$ -	0.00%	\$ -	\$ -	0.00%
Tuition and Fees	\$ 1,223,172	\$ 350,874	28.69%	\$ 4,000	\$ 300	7.50%	\$ 11,134	\$ 4,896	43.97%	\$ -	\$ -	0.00%
Local Taxes	\$ 1,159,417	\$ 6,432	0.55%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 694,648	\$ 4,114	0.59%
Timber	\$ -	\$ -	0.00%	\$ 506,393	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Sale of Goods	\$ 2,000	\$ 555	27.75%	\$ -	\$ -	0.00%	\$ 253,000	\$ 25,601	10.12%	\$ -	\$ -	0.00%
Interest	\$ 5,500	\$ 1,876	34.11%	\$ 7,500	\$ 2,376	31.68%	\$ -	\$ -	0.00%	\$ 1,255	\$ 47	3.75%
Rental	\$ 12,000	\$ 4,685	39.04%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Miscellaneous	\$ 7,000	\$ 10,920	156.00%	\$ -	\$ 33,788	0.00%	\$ 7,000	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ 412,570	\$ 8,412	2.04%	\$ 957,000	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 130,000	\$ 30,978	23.83%
Total Revenues	\$ 4,015,038	\$ 713,462	17.77%	\$ 4,404,022	\$ 888,011	20.16%	\$ 296,134	\$ 30,497	10.30%	\$ 825,903	\$ 35,139	4.25%
Expenditures												
Salaries and Wages	\$ 2,741,230	\$ 548,122	20.00%	\$ 654,013	\$ 149,883	22.92%	\$ 85,819	\$ 14,183	16.53%	\$ -	\$ -	0.00%
Operating Expenditures	\$ 907,808	\$ 230,618	25.40%	\$ 1,331,726	\$ 177,809	13.35%	\$ 210,520	\$ 50,556	24.01%	\$ 1,600	\$ 1,600	100.00%
Capital Outlay	\$ 28,000	\$ 23,499	83.93%	\$ 33,000	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Debt Service	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 823,364	\$ -	0.00%
Transfers	\$ 288,000	\$ 31,499	10.94%	\$ 405,757	\$ 7,879	1.94%	\$ 3,563	\$ 534	14.99%	\$ -	\$ -	0.00%
Other budgetary accounts (Note 1)	\$ 50,000	\$ -	0.00%	\$ 3,935,497	\$ -	0.00%	\$ 21,000	\$ -	0.00%	\$ -	\$ -	0.00%
Total expenditures	\$ 4,015,038	\$ 833,738	20.77%	\$ 6,359,993	\$ 335,571	5.28%	\$ 320,902	\$ 65,273	20.34%	\$ 824,964	\$ 1,600	0.19%
Ending Fund Balance	\$ 755,349	\$ 787,598		\$ 11,577	\$ 2,764,913		\$ 48,332	\$ 77,327		\$ 25,814	\$ 63,699	
Adjustments to bring Ending Fund Balance to Ending Cash Balance												
Assets												
Receivables		\$ 361,180			\$ 43,078			\$ (52)			\$ 49,315	
Inventories		\$ 1,966			\$ -			\$ 33,701			\$ -	
NET EFFECT ON CASH		\$ (363,146)			\$ (43,078)			\$ (33,649)			\$ (49,315)	
Liabilities												
Accounts Payable		\$ 93,740			\$ -			\$ -			\$ -	
Unearned Revenue (Note 2)		\$ 77,648			\$ -			\$ -			\$ 49,315	
Payroll		\$ 97,954			\$ -			\$ 10,386			\$ -	
NET EFFECT ON CASH		\$ 269,342			\$ -			\$ 10,386			\$ 49,315	
NET ADJUSTMENTS		\$ (93,804)			\$ (43,078)			\$ (23,263)			\$ -	
ENDING CASH BALANCE		\$ 693,794			\$ 2,721,835			\$ 54,064			\$ 63,699	
		693,792.62						\$ 54,062.46				

Agenda Item 5.B. - 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

	Capital Projects Funds			Agency Fund			Financial Aid Fund		
	Budget	Actual	%	Budget	Actual	%	Budget	Actual	%
Beginning Cash Balance		\$ 1,972,377			\$ 1,712			\$ 134,480	
Beginning Fund Balance	\$ 1,999,750	\$ 1,982,377	99.13%	\$ 525	\$ 1,712	326.10%	\$ 91,244	\$ 134,480	147.39%
Resources									
State Aid	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Grants and Contracts	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 2,308,250	\$ 116,257	5.04%
Tuition and Fees	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Local Taxes	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Timber	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Sale of Goods	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Interest	\$ 3,500	\$ 1,828	52.23%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Rental	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Miscellaneous	\$ -	\$ -	0.00%	\$ 9,200	\$ 136	1.48%	\$ 110,300	\$ 12,009	10.89%
Transfers	\$ -	\$ -	0.00%	\$ 8,000	\$ 302	3.78%	\$ 150,000	\$ 219	0.15%
Total Revenues	\$ 3,500	\$ 1,828	52.23%	\$ 17,200	\$ 438	2.55%	\$ 2,568,550	\$ 128,485	5.00%
Expenditures									
Salaries and Wages	\$ -	\$ -	0.00%	\$ 5,580	\$ -	0.00%	\$ 54,844	\$ 342	0.62%
Operating Expenditures	\$ 4,003,250	\$ 86,083	2.15%	\$ 11,625	\$ 253	2.18%	\$ 2,601,700	\$ 133,655	5.14%
Capital Outlay	\$ -	\$ 627,429	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Debt Service	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ 957,000	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 3,250	\$ -	0.00%
Other budgetary accounts (Note 1)	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Total expenditures	\$ 4,960,250	\$ 713,512	14.38%	\$ 17,205	\$ 253	1.47%	\$ 2,659,794	\$ 133,997	5.04%
Ending Fund Balance	\$ (2,957,000)	\$ 1,270,693		\$ 520	\$ 1,897		\$ -	\$ 128,968	
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	\$ 1,270,693	\$ 1,270,693		\$ 1,897	\$ 1,897		\$ 128,968	\$ 128,968	

\$ 4,934,950

Courses and Curriculum

RECOMMENDATION

INFORMATION ONLY.

BACKGROUND INFORMATION ----- Chief Academic Officer Hovey

LEAD 242:

Temporarily offered as AG 199. TBCC faculty are continuing to work on this course so while it was introduced as an information item to you last month, and the curriculum committee approved the addition of the course, there is still some debate about whether the course should be “housed” in the Business Administration program or adapted to fit an existing course in Humanities which deals with leadership development. I would anticipate that the decisions will be made in time to present for your approval at the December Board meeting.

Science Course Prerequisites:

The curriculum committee, at the request of TBCC Science faculty members, reviewed prerequisites for Biology courses. It is anticipated that for the December Board meeting, the curriculum committee will recommend that Math prerequisites be adjusted to MTH 060 for the following courses:

Course # and Prefix	Course Title(s)	Current Prerequisite	Recommended Prerequisite
BI 101, 102, and 103	Biology	MTH 020	MTH 060
BI 112	Cell Biology for Health Occupations	MTH 065	MTH 060
BI 211, 212, and 213	Principles of Biology I, II, III	MTH 095	MTH 060

The Science and Math faculty feel that this is a more appropriate level of math to be required for these classes. It is congruent with the prerequisites for our Geology classes and will reduce a barrier to entry for students. Note that the prerequisite for basic Biology classes would be increased from MTH 020 to MTH 060.



Personnel

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION ----- Director Ryan

Position Title	Application Review Begins	Start Date	Comment	Screening Committee Chair	Appointment
College Librarian/ Library Director	8/16/2015	Nov. 4, 2015		Ann Hovey	Masyn Phoenix
IMT Program Coordinator	6/10/2015	ASAP	Open until filled	Ann Hovey	
Chief Student Services Officer	10/16/2015	Mid-November	Interviews week of 10/26/15	Connie Green	
Career Education Advisor and ASPIRE Coordinator	10/16/2015	By 11/15/2015 (earlier if possible)	Interviews week of 10/26/15	Connie Green	
Library Assistant	11/16/2015	ASAP	Open until filled	Ann Hovey & Masyn Phoenix	



Announcements and General Information

RECOMMENDATION

INFORMATION ONLY – NO ACTION REQUESTED.

BACKGROUND INFORMATION-----President Green

Key dates to remember:

Thanksgiving staff potluck - Friday November 20

Fall term ends – December 11

Campus closed – December 21 – thru December 28 and January 1

Winter Term classes begin January 4, 2016

Martin Luther King Holiday is January 18 and the college is closed

Connie will be out of country from February 11 until February 29

President Green was invited to attend: ATD Aspen Presidents' Symposium: Working with Employers to Create Sustained Economic Impact.

Background: Achieving the Dream (ATD) is working with the Aspen Institute's College Excellence Program to offer a new series of leadership symposia for community college presidents, made possible by generous funding from the Kresge Foundation, John M. Belk Endowment, Greater Texas Foundation, and College Spark. Utilizing a curriculum developed by the Aspen Institute College Excellence Program with national experts in research and practice, each two and one-half day symposium will address student success in one of four areas:

- **Implementing Guided Pathways as Structural Reform (September 27-29)**
- **Working with Employers to Create Sustained Economic Impact (November 15-17)**
- **Engaging Faculty in Scaled Improvements to Teaching and Learning**
- **Engaging Four-year Institutional Partners to Ensure Strong Transfer Outcomes**

Our goal is to provide an opportunity to 100 presidents over the next year to participate in a symposium that best matches their interests and their institution's capacity building priorities. Each symposium will engage 25 presidents in reflective discussion and problem solving, using each other and national experts as sounding boards and advisors for change strategies. The presidents will be exposed to best practices for leading institutional reforms drawn from Achieving the Dream Leader



College and Aspen Prize finalists' experiences and will develop personal plans for how they will apply lessons and new skill sets.

The Working with Employers Symposium on November 15 thru 17 covers how presidents can ensure that their community college delivers high-quality programs that result in strong labor market outcomes for graduates. Among the topics covered will be engaging employers in curriculum development and the provision of on-the-job training; developing systems for strong support and honest feedback from employers; using data and conversations to project labor market demand and assess the success of graduates in the labor markets; and the role of the president in leading the institutional conversation about engaging business and industry and improving labor market outcomes for graduates.

General Information

Characteristics of Nontraditional Students

The finding that the vast majority of college students are non-traditional should come as no surprise, although some may not have realized that the result has been consistent for several decades. According to a recent [ED report](#) on the demographic and enrollment characteristics of nontraditional undergraduates in 2011–12, 74% of all undergraduates had at least one nontraditional characteristic, about the same as in 1995–96. The seven characteristics of nontraditional students are independent status, having dependents, being single with dependents, delaying enrollment in postsecondary education, not having a traditional high school diploma, attending part-time, and being employed full time while attending college.



Board Member Discussion Items

RECOMMENDATION

BACKGROUND INFORMATION ----- Chair Lincoln



Adjournment

RECOMMENDATION

MOTION TO ADJOURN THE MEETING.

BACKGROUND INFORMATION ----- Chair Lincoln

