



Board of Education Meeting Agenda

Date: March 6, 2017

TBCC Board Meeting – 6:00-8:00 p.m.

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order • Acknowledge Guests -----	Chair Schreiber
2.	Consent Agenda: -----	(Action) Chair Schreiber
	a. Approval of Agenda	
	b. Approval of February 6, 2017 Minutes	
3.	Invitation for Public Comment -----	Chair Schreiber
	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- ASTBCC and PTK officers-----	Vice President Tomlin
	b. Board Evaluation-----	CAO Hovey
	c. Program/Partner/Policy. Developmental Education outcomes-----	CAO Hovey
	d. Accreditation Update-----	CAO Hovey
	e. Institutional Learning Outcomes-----	-(Action) CAO Hovey
	f. Curriculum and Assessment-----	CAO Hovey
	g. Academic Calendar-----	(Action) CAO Hovey
	h. Tuition and Fees-----	(Action)CFO Williams
	i. Legislative update-----	Vice President Tomlin
5.	Information-Only Items (Board members may request any item be placed on the discussion agenda)	
	a. Financial Report -----	Chief Finance Officer Williams
	b. Community College and Workforce Update-----	President Green
	c. EDC/Tourism update-----	President Green
	d. Personnel -----	Director Ryan
	e. Announcements and General Information -----	President Green
6.	Board Member Discussion Items -----	Chair Schreiber
7.	Adjournment -----	(Action) Chair Schreiber

Call to Order • Acknowledge Guests

RECOMMENDATION

CALL THE MEETING TO ORDER AND ACKNOWLEDGE ANY GUESTS.

BACKGROUND INFORMATION-----

Chair Schreiber



Approval of the Consent Agenda

RECOMMENDATION

MOTION TO APPROVE THE CONSENT AGENDA FOR THE APRIL MEETING.

BACKGROUND INFORMATION----- Chair Schreiber

Items for approval:

- a. Approval of Agenda
- b. Approval of February 6, 2017 Minutes



Approval of the Agenda

RECOMMENDATION

MOTION TO APPROVE THE AGENDA FOR THE DECEMBER MEETING.

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order • Acknowledge Guests -----	Chair Schreiber
2.	Consent Agenda: -----	(Action) Chair Schreiber
	a. Approval of Agenda	
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6.	Board Member Discussion Items -----	Chair Schreiber
7.	Adjournment -----	(Action) Chair Schreiber



Board of Education Minutes Feb. 6, 2017 – 4:13 p.m.

TBCC Board Attending: Deborah Lincoln, Kathy Gervasi, Billy Schreiber, Pam Zweifel, Danell Boggs, Mary Jones

TBCC Staff: Connie Green, Ross Tomlin

Regular Board Meeting Agenda items and Discussions:

Call to Order • Acknowledge Guests (agenda item 1)
The meeting was called to order by Chair Schreiber at 4:13 p.m.

Approval of Consent Agenda (agenda item 2.a and 2b)
Danell Boggs moved to approve the consent agenda and minutes. Mary Jones seconded. The motion carried.

Invitation for Public Comment (agenda item 3)
There was no public comment at this time.

New Business and/or focused policy discussions (agenda item 4)

4. a Budget Committee Membership

The budget committee is comprised of fourteen (14) members: seven (7) members of the advisory committee and seven (7) elected Board of Education members, each representing one of seven zones. Two retraining budget committee members, Van Moe and Angie Warren, were recommended for new terms. Danell Boggs moved to approve the motion. Pam Zweifel seconded. The motion carried.

4.b Tuition and Fees

The recommendation to increase tuition by \$1.00 per credit was considered. The Board would prefer not to raise the tuition but with reduced state resources, this is the minimum amount. The Board will vote next board meeting.

4.c Bank signing authority

The College is requesting to add Ross Tomlin, Vice-President to have signing authority. The other recommendation is to update information for chair and vice-chair. Danell Boggs moved to approve the motion. Pam Zweifel seconded. The motion carried.

4.d Accreditation letter

While the college had anticipated having received the letter from NWCCU communicating the final results of the mid-cycle evaluation by this time, it has not yet been sent to the college.



4.e Institutional Learning Outcomes

TBCC's Institutional Learning Outcomes (ILOs) are in the process of being refined. Historically, these ILO competency areas have been defined through the specification of 14 associated learning outcomes and 36 performance criteria. To provide for more meaningful assessment and clearer linkages in the college's assessment processes, TBCC's ILOs have been rewritten and the proposed definitions were presented. This rewrite comes as the result of significant research and review of other college ILOs nationwide, and common definitions of these learning outcomes.

The proposed Institutional Learning Outcomes have been reviewed and approved by the college Curriculum and Assessment committee and the College Council..

4.f Board May elections

Vice President Tomlin reminded Board members to file for their Zone in-between February 4 through March 16. The fee is \$10.00. Forms and links were provided.

Information Only Items (agenda item 5)

5.a Financial Report (agenda Item 5.a)

The report for the month of December 2016 is available for your review. College is 50% through the fiscal year with only 39% of budget spent.

5. b Personel

There was a reminder that Title III director position is open

5.c General information

The Board was reminded of the PRI dedication on March 6th and that photos will be taken for the budget book between 5 and 6..

Board Member Discussion Items (agenda item 6)

Adjournment (Agenda Item 7)

Chair Schreiber adjourned the meeting at 5:00 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 Schreiber



NEW BUSINESS

RECOMMENDATION

BACKGROUND INFORMATION----- Chair Schreiber

- a. Program/Partner highlight- ASTBCC and PTK officers-----Vice President Tomlin
- b. Board Evaluation-----CAO Hovey
- c. Program/Partner/Policy. Developmental Education outcomes-----CAO Hovey
- d. Accreditation Update-----CAO Hovey
- e. Institutional Learning Outcomes----- (Action) CAO Hovey
- f. Curriculum and Assessment-----CAO Hovey
- g. Academic Calendar----- (Action) CAO Hovey
- h. Tuition and Fees----- (Action)CFO Williams
- i. Legislative update-----Vice President Tomlin



Program/Partner highlight- ASTBCC and PTK officers

RECOMMENDATION

BACKGROUND INFORMATION-----Vice President Tomlin

The ASTBCC and Phi Theta Kappa (PTK) student officers for 2016-17 will share information about themselves and explain what their clubs are working on at the college this year.

The Officers for Associated Students of Tillamook Bay Community College (ASTBCC) lead the student government for TBCC. The ASTBCC operates 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. All credit and non-credit students currently enrolled at TBCC are members of ASTBCC

The officers this year are:

Dazy Dial President
Alyssa Spinar Office Manager
Ben Thomas Vice President

The Officers for Phi Theta Kappa (PTK) provide leadership and service to TBCC. Phi Theta Kappa is an academic honor club. The TBCC Phi Theta Kappa is the Beta Delta Epsilon Chapter. PTK serves to recognize and encourage the academic achievement of accomplished students and provide opportunities for individual growth and development through fellowship, leadership, scholarship and service. Members have at least 12 college credit hours with a GPA of 3.25 or greater.

The officers this year are:

Raychel Fults Vice President
Zak Zwald Public Relations Officer

The advisor the PTK is Sheryl Vanselow and the advisor for ASTBCC is John Sandusky.



Board Evaluation

RECOMMENDATION

INFORMATION ONLY.

BACKGROUND INFORMATION-----CAO Hovey AND President Green

This is the fifth and the last of several board policy topics that is the follow up to the Governance Institute for Student Success (GISS) Board Self-Assessment. The topics/questions that were highlighted each month are areas where the Board had a wider range of responses and decided at the September 2016 meeting to explore the topics and to decide if there is a need beyond information. Overall all ratings on the 59 questions were above 3.0 reflect a generally healthy board.

Question 36. "The Board expects, and the President provides, regular reports on disaggregated student outcomes and uses the results to modify policy."

The score was 3.25 in 2014 and in 2016 the score increased to 4.33. It did have a range of responses from:

1 –Did not rate	1 - Rated it a 3	2- Rated it a 4	3 - Rated it a 5
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Current Efforts.

The college leadership has provided data and some disaggregated data for the Mid-cycle Accreditation report. The Board over the past few years has received disaggregated data as the college community has reviewed student success in gateway classes (math and writing) as well as data for completion. The Board requested disaggregated data for the success in our developmental education courses. The data is shared in Item 4.C of this Board docket.

Next Steps.

As the Board sets goals for 2017/2018 as well as potential topics for discussion, identifying where disaggregated data would be of value would assist in the college team to deliver the needed information.



Program Partner Policy. Developmental Education Outcomes

RECOMMENDATION

INFORMATION

BACKGROUND INFORMATION-----CAO Hovey

This item is in response to a request from the Board for disaggregated data on success rates in developmental education courses.

The developmental education sequence and student success rates across these courses has been a focus of faculty review and discussion for the last two years. Faculty teaching in the math sequence have participated in statewide forums and meetings to review best practices in developmental education, through the auspices of a grant. The redesign of the math sequence is the result, with faculty continuing to meet monthly with Ann Hovey to evaluate and continue to improve student success in this area.

The departure of long-term adjuncts in the reading and writing area has led to the recruitment of a new adjunct pool with strong experience across the range of developmental and college level writing courses, combined with a deep pool of professional experience in writing, editing, and curriculum development. Best practices have been introduced, with new rigor and consistency in instruction. Courses in developmental reading and writing were redesigned last year, reducing the length of the sequence and integrating reading and writing courses. This year the team of faculty are working on further redesign of the sequence, with the design of a tutoring support for college level writing and the elimination of the RDWR 115 class. This may also result in the redesign of the RDWR 90 class. The changes being designed now are expected to be implemented in Fall 2017.

Attached is a breakdown of enrollments and successful completion rates in post-secondary remedial classes in Math, Reading and Writing, for the years 2012-13 through 2015-16. In this case the data have been disaggregated by gender, age group, and ethnicity. In conformance with accepted convention, student numbers less than 5 are recorded as "NR" to preserve compliance with FERPA regulations. The "n" column refers to the aggregated number of students enrolled for the year. The "% passing column" refers to the percentage of students enrolled who completed the courses during the year with a grade of "C" or better.

Gender:

Note that female students represent a higher number of enrollments in all classes compared to male students. This is a reflection of the higher representation of females in our overall student body. Note that female students also have an overall higher pass rate than male students in all of the classes.

Age Group:

When enrollment in post-secondary remedial courses is disaggregated by age group, the bulk of math enrollments are represented by age groups 18-49. Note however that enrollments in reading and



writing classes have higher representation in the age groups 18-21, in general. It is difficult, however, to draw conclusions regarding completion rate based on age group.

Note the significant differences in success rates in the Reading/Writing classes for the age group 18-21 years of age. The success rate is as much as 30 points below the success rate in other age groups. This difference is enough to pull down the overall success rates in these classes. It may indicate that assessment for students entering from high school needs to be reviewed for potential improvement. Faculty working on the redesign project in reading and writing have proposed a joint review of assessment in this area with Student Services advisors.

Ethnicity:

The two largest race/ethnic groups represented are Hispanic/Latino and White. When enrollment and successful completion rates are disaggregated based on ethnicity, Hispanic or Latino students generally exhibit higher success rates in post-secondary remedial classes than white students. These results are consistent with reported findings from our three local High Schools.

Summary:

When Ethnicity data is further disaggregated, the completion rate of white males is as much as ten points lower than their Hispanic or Latino counterparts. These results tend to be mirrored nationwide, and, as mentioned previously, are consistent with findings on success rates in our area high schools. The results indicate that while discussions on equity may traditionally focus on non-white ethnicities, TBCC and its service area may need to consider the development of a strategy to more fully support achievement and progression rates of white males.

Due to the demographics of our service area, which are similarly reflected in the demographics of our student population, white males represent a significant portion of Tillamook County's population. By extension, low success rates of white males in developmental education courses can represent a barrier to completion of degrees and/or certificates, with a resulting dampening effect on economic growth and success in our service area (economic success is one of the college's Core Themes which supports mission fulfillment).

Policy Consideration:

The college is participating in professional development activities and discussions of Equity issues, and, as an "Achieving the Dream" college, is focusing on Equity as a factor in improving retention and completion. As a best practice, and for a college to be able to see clearly through the Equity lens, a common understanding of "Equity" should be shared by all members of the college community. As expected, however, traditional definitions and discussions of Equity tend to focus on recognized minorities and students with defined special needs. Does the Board wish to ask the college to council to recommend a definition of Equity that includes white males in discussions and considerations of Equity issues?

In light of this information and the importance of successful completion of post-secondary remedial courses to the successful attainment of students' educational goals, does the Board



wish to request a follow up on suggested strategies to address the needs of this specific population?



Total Student Enrollments and Successful Completions in Post-Secondary Remedial (PSR) Math, Writing and Reading

Gender	2012 - 2013				2013 - 2014				2014 - 2015				2015 - 2016			
	Math		Read/Write		Math		Read/Write		Math		Read/Write		Math		Read/Write	
	n	% Passing	n	% Passing	n	% Passing	n	% Passing	n	% Passing	n	% Passing	n	% Passing	n	% Passing
Female	148	74.31%	30	88.89%	166	62.83%	36	74.58%	159	66.39%	24	71.88%	100	70.52%	23	48.72%
Male	92	70.87%	21	82.76%	98	54.61%	18	50.00%	86	62.02%	18	58.33%	70	66.37%	14	44.44%
Total	240		51		264		54		245		42		170		37	
Age (IPEDS Group)	2012 - 2013				2013 - 2014				2014 - 2015				2015 - 2016			
	Math		Read/Write		Math		Read/Write		Math		Read/Write		Math		Read/Write	
	n	% Passing	n	% Passing	n	% Passing	n	% Passing	n	% Passing	n	% Passing		% Passing		% Passing
Not Reported					NR	100.00%										
< 18 (High School)	13	85.71%	NR	100.00%	20	90.00%			26	76.67%	NR	100.00%	18	96.55%		
18-21 (Traditional)	77	67.62%	20	84.38%	95	66.88%	26	59.52%	87	70.59%	22	62.50%	64	64.15%	13	30.43%
22-34 (Early-Career)	91	72.73%	14	88.89%	82	60.00%	10	78.57%	67	64.95%	10	83.33%	54	70.71%	20	62.96%
35-49 (Mid-Career)	48	84.21%	13	94.74%	53	44.44%	13	68.42%	49	58.82%	NR	40.00%	29	60.87%	NR	75.00%
50-64 (Late-Career)	11	50.00%	NR	50.00%	13	40.91%	5	80.00%	16	40.00%	NR	60.00%	5	50.00%	NR	0.00%
Total	240		51		263		54		245		42		170		37	
Ethnicity	2012 - 2013				2013 - 2014				2014 - 2015				2015 - 2016			
	Math		Read/Write		Math		Read/Write		Math		Read/Write		Math		Read/Write	
	n	% Passing	n	% Passing	n	% Passing	n	% Passing	n	% Passing	n	% Passing		% Passing		% Passing
Not Reported	NR	33.33%			5	44.44%	NR	60.00%	8	38.46%			8	58.82%		
Multi-Racial/Ethnic	5	83.33%	NR	100.00%	NR	100.00%			NR	100.00%						
American Indian/Alaska Native	9	91.67%	NR	100.00%	7	50.00%	NR	100.00%	9	50.00%	NR	66.67%	NR	62.50%	NR	20.00%
Asian	NR	100.00%	NR	100.00%					NR	100.00%	NR	100.00%				
Black					NR	100.00%	NR	0.00%					NR	50.00%		
Hispanic or Latino	30	81.63%	10	86.67%	31	66.10%	9	64.29%	29	72.55%	12	76.47%	27	71.43%	10	66.67%
International	NR	100.00%	NR	100.00%	6	90.00%			NR	88.89%			5	57.14%	NR	50.00%
Pacific Islander					NR	0.00%	NR	0.00%								
White	189	70.26%	33	82.61%	209	58.41%	39	68.85%	188	63.27%	27	60.00%	124	70.15%	23	44.44%
Total	240		51		264		54		245		42		170		37	

Accreditation Update

RECOMMENDATION

INFORMATION ONLY.

BACKGROUND INFORMATION----- Chief Academic Officer Hovey

The college has received the decision letter from the Northwest Commission on Colleges and Universities (NWCCU) regarding our mid-cycle evaluation report, as an outcome of the site visit conducted in October 2016. This letter will be given to you at the Board meeting. .

The commission notified TBCC that our midcycle report has been accepted by NWCCU. In response to the evaluators' comments and the needs that the college had already identified for effective preparation for the Year Seven report, the Chief Academic Officer and college faculty are making good progress in rewriting course learning outcomes, mapping these outcomes to Institutional Learning Outcomes, and identifying new assessments for those outcomes. To preserve continuity in data collection, the college is continuing to assess the current learning outcomes while the revision process continues.



Institutional Learning Outcomes

RECOMMENDATION

ACTION.

BACKGROUND INFORMATION ----- Chief Academic Officer Hovey

Revisions to the college's Institutional Learning Outcomes were presented for your information in February. Chief Academic Officer Hovey is requesting Board approval of the revised learning outcomes, presented below for your review.

The proposed Institutional Learning Outcomes have been reviewed and approved by the college Curriculum and Assessment committee. They provide a framework for the current outcomes and assessment project and may be adapted in coming years as the assessment process is further refined.

PROPOSED INSTITUTIONAL LEARNING OUTCOMES

I. LIFELONG LEARNING AND PROFESSIONAL COMPETENCE

Students will engage in and take responsibility for intentional learning, seek new knowledge and skills to guide their continuous and independent development, and adapt to new situations.

II. COMMUNICATION SKILLS

Students will effectively communicate, both orally and in writing, thoughts in a clear, well-organized manner to persuade, inform and/or convey ideas.

III. PROBLEM SOLVING SKILLS (THINKING SKILLS-includes quantitative, research, analysis)

Students will critically analyze and solve problems, differentiating facts from opinions, by using informed judgment based on evidence, sound reasoning, and/or creativity in a variety of situations and areas of study.

IV. CULTURAL AWARENESS

Students will demonstrate respect, honesty, fairness, and ethical principles by understanding and appreciating differences in cultures and behaviors.



Curriculum and Assessment

RECOMMENDATION

INFORMATION ONLY.

BACKGROUND INFORMATION ----- Chief Academic Officer Hovey

Subsequent to the redesign of the developmental math sequence, the former MTH 60 (redesigned as MTH 60Z) is being renumbered as MTH 70, Introductory Algebra. This re-numbering brings the math sequence numbering into agreement with other community colleges and will make the granting of transfer credit easier if students move to another community or four-year college. In addition, the course earning outcomes have been revised. The new course number, title, and revised learning outcomes are presented below for your information:

COURSE NUMBER: MTH 70
COURSE TITLE: Introductory Algebra
CREDITS: 4

COURSE DESCRIPTION and PREREQUISITES:

Introduces algebraic concepts and processes with a focus on linear and quadratic equations in one and two variables, and linear and quadratic inequalities. Graphs, formulas and proper mathematical language and notation are emphasized throughout the course. A scientific calculator is required. Prerequisites: MTH 20, RD 90 and WR 90 (or RDWR 90), or placement above these levels. Audit available.

INTENDED COURSE OUTCOMES: Upon successful completion of MTH 70, students will be able to:

- Recognize the structure of an algebraic expression.
- Translate verbal expressions to algebraic expressions, algebraic equations, and inequalities.
- Manipulate algebraic expressions, equations and inequalities.
- Construct a system of algebraic equations to model a real-life situation.
- Solve linear and quadratic equations and inequalities in one variable.
- Construct tables and graphs for linear and quadratic equations in two variables, and discover relationships between equations and graphs.
- Describe ways in which graphs help us understand algebraic expressions and equations



Academic Calendar

RECOMMENDATION

ACTION.

BACKGROUND INFORMATION----- Chief Academic Officer Hovey

As an action item, Chief Academic Officer Hovey is presenting the proposed TBCC Academic Calendars for the next three years: 2017-18, 2018-19, and 2019-20.

Formulation and approval of the academic calendar for the college on a multi-year basis clarifies quarterly start and end dates for the purposes of financial aid and permits improved student and advisor planning. As the college moves in the direction of an annual course schedule to improve planning, the multi-year academic calendar is reflective of this focus and of efforts to improve planning for both students and academic personnel.



2017/18 TBCC Calendar

2017

July						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	H	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August						
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27	28	29	30	31		

September						
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October						
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29	30	31				

November						
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31						

2018

January						
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28	29	30	31			

February						
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25	26	27	28			

March						
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April						
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29	30					

May						
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27	H	29	30	31		

June						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30

2017/18 TBCC Calendar

Important Dates 2017/18

Jun 25, 2017 – 2017 Summer Term Registration Ends
Jun 26, 2017 – 2017 Summer Term Begins

July-August 2017 – College Closed on Fridays – Open M-TH 8-5

July 4 – Independence Day (College Closed)
Aug 19 – Summer 8 Week Term Ends
Aug 21 – Fall 2017 Registration Begins
Sep 2 – Summer 10 Week Term Ends
Sep 4 – Labor Day (College Closed)
Sep 13 – Faculty In-Service/Duty Day
Sep 14,15 – Fall College-Wide In-Service (College Closed)
Sep 18-22 – Faculty In-Service/Duty Days

Sept 24 – Fall Term Registration Ends
Sep 25 – Fall Term Classes Start
Nov 10 – Veterans Day (College Closed)
Nov 23-24 – Thanksgiving (College Closed)
Nov 27 – Winter Term Registration Begins
Dec 9 – Fall Term Ends
Dec 11 5 pm – Fall Final Grades Due
Dec 25 – Jan 1 – Winter Holidays – College Closed

Jan 7 – Winter Term Registration Ends
Jan 8 – Winter Term Classes Start
Feb 26 – Spring Registration Begins
Mar 19-23 – Winter Term Finals Week
Mar 24 – Winter Term Ends
Mar 26, 5 pm – Winter Term Final Grades Due
Mar 26-30 – Spring Break

Apr 1 – Spring Term Registration Ends
Apr 2 – Spring Term Classes Start
Apr 27 – Spring College-wide In-service (College Closed)
May 21 – Summer Term Registration Begins
May 28 – Memorial Day (College Closed)
Jun 11-15 – Spring Term Finals Week
Jun 15 – Commencement Exercises
Jun 16 – Spring Term Ends
Jun 18, 5 pm – Spring Term Final Grades Due

Jun 24 – Summer Term Registration Ends
Jun 25 – 2018 Summer Term Classes Start

Holiday (College Closed)	Spring Break (Between Terms)
First Day/Last Day of Term	In-Service/Faculty Duty Days
Term Registration Begins/Ends	College Closed
Term Final Grades Due	IS (In-Service)

2019/20 TBCC Calendar

2019

July						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	H	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September						
Su	Mo	Tu	We	Th	Fr	Sa
1	H	3	4	5	6	7
8	9	10	11	IS	IS	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
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10	H	12	13	14	15	16
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24	25	26	27	H	H	30

December						
Su	Mo	Tu	We	Th	Fr	Sa
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15	16	17	18	19	20	21
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29	30	31				

2020

January						
Su	Mo	Tu	We	Th	Fr	Sa
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February						
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23	24	25	26	27	28	

March						
Su	Mo	Tu	We	Th	Fr	Sa
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April						
Su	Mo	Tu	We	Th	Fr	Sa
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13	14	15	16	17	18	19
20	21	22	23	24	IS	26
27	28	29	30			

May						
Su	Mo	Tu	We	Th	Fr	Sa
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18	19	20	21	22	23	24
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June						
Su	Mo	Tu	We	Th	Fr	Sa
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Important Dates 2019/20

Jun 24, 2019 – 2019 Summer Term Registration Ends
 Jun 25, 2019 – 2019 Summer Term Classes Start

Jul-Aug 2019 – College Closed on Fridays – Open M-TH 8-5
 Jul 4 – Independence Day (College Closed)
 Aug 17 – Summer 8 Week Term Ends
 Aug 19 – Fall Term Registration Begins

Aug 19 – Fall Term Registration Begins
Aug 31 – Summer 10 Week Term Ends

Sep 2 – Labor Day (College Closed)
Sep 11 – Faculty In-Service/Duty Day
Sep 12,13 – College-Wide In-Service (College Closed)
Sep 16-20 – Faculty In-Service/Duty Days
Sep 22 – Fall Term Registration Ends
Sep 23 – Fall Term Classes Start
Nov 11 – Veterans’ Day (College Closed)
Nov 25 – Winter Term Registration Begins
Nov 28-29 – Thanksgiving Holidays (College Closed)
Dec 2-6 – Fall Term Finals Week
Dec 7 – Fall Term Ends
Dec 9, 5 pm – Fall Term Final Grades Due
Dec 24 – Jan 1 – Winter Holidays (College Closed)

Jan 5 – Winter Term Registration Ends
Jan 6 – Winter Term Classes Start
Jan 20 – Martin Luther King Day Observance (College Closed)
Mar 17-21 – Winter Term Finals Week
Mar 22 – Winter Term Ends
Mar 24, 5 pm – Winter Term Final Grades Due
Mar 24-28 – Spring Break

Mar 30 – Spring Term Registration Ends
Mar 31 – Spring Term Classes Start
Apr 25 – College-Wide In-Service (College Closed)
May 19 – Summer Term Registration Begins
May 26 – Memorial Day (College Closed)
Jun 9-13 – Spring Term Finals Week
Jun 13 – Commencement Exercises
Jun 14 – Spring Term Ends
Jun 16, 5 pm – Spring Term Final Grades Due
Jun 22 – Summer Term Registration Ends
Jun 23 – Summer Term Classes Start

Holiday (College Closed)	Spring Break (Between Terms)
First Day/Last Day of Term	In-Service/Faculty Duty Days
Term Registration Begins/Ends	College Closed
Term Final Grades Due	IS (In-Service)

2018/19 TBCC Calendar

2018

July						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	H	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
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19	20	21	22	23	24	25
26	27	28	29	30	31	

September						
Su	Mo	Tu	We	Th	Fr	Sa
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October						
Su	Mo	Tu	We	Th	Fr	Sa
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28	29	30	31			

November						
Su	Mo	Tu	We	Th	Fr	Sa
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18	19	20	21	H	H	24
25	26	27	28	29	30	

December						
Su	Mo	Tu	We	Th	Fr	Sa
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2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

2019

January						
Su	Mo	Tu	We	Th	Fr	Sa
		H	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	H	22	23	24	25	26
27	28	29	30	31		

February						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
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17	18	19	20	21	22	23
24	25	26	27	28		

March						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	IS	27
28	29	30				

May						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	H	28	29	30	31	

June						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Important Dates 2018/19

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 Aug 25 – 2018 Summer 8 Week Term Ends
 Sep 3 – Labor Day (College Closed)
 Sep 8 – 2018 Summer 10 Week Term Ends
 Sep 12 – Faculty In-Service/Duty Day
 Sep 13, 14 – College-wide In-Service (College Closed)
 Sep 17-21 – Faculty In-Service/Duty Days
 Sep 23 – Fall Term Registration Ends

2018/19 TBCC Calendar

Sep 24 – Fall Term Classes Start

Nov 12 – Holiday – Veterans' Day

Nov 12 – Veterans' Day (College Closed)

Nov 22-23 – Thanksgiving Holidays (College Closed)

Nov 26 – Winter Term Registration Starts

Dec 3-7 – Fall Term Finals Week

Dec 8 – Fall Term Ends

Dec 10, 5 pm – Fall Term Final Grades Due

Dec 24 – Jan 1 – Winter Holidays – College Closed

Jan 6 – Winter Term Registration Ends

Jan 7 – Winter Term Classes Start

Jan 21 – Martin Luther King Day (College Closed)

Feb 25 – 2019 Spring Term Registration Begins

Mar 18-22 – Winter Term Finals Week

Mar 23 – Winter Term Ends

Mar 25, 5 pm – Winter Term Final Grades Due

Mar 25-29 – Spring Break

Mar 31 – Spring Term Registration Ends

Apr 1 – Spring Term Classes Start

Apr 26 – College-Wide In-Service (College Closed)

May 20 – Summer Term Registration Begins

May 27 – Memorial Day (College Closed)

Jun 10 – 14 – Spring Term Finals Week

Jun 14 – Commencement Exercises

Jun 15 – Spring Term Ends

Jun 17, 5 pm – Spring Term Final Grades Due

Jun 23 – Summer Term Registration Ends

Jun 24 – Summer Term Classes Start

Holiday (College Closed)

First Day/Last Day of Term

Term Registration Begins/Ends

Term Final Grades Due

Spring Break (Between Terms)

In-Service/Faculty Duty Days

College Closed

IS (In-Service)

Legislative Updates

RECOMMENDATION

INFORMATION ONLY.

BACKGROUND INFORMATION ----- Vice-President Tomlin

Andrea Henderson, Executive Director of Oregon Community College Association (OCCA) will join us on the phone to provide a legislative update on bills affecting community colleges. She will focus on the status of priority 1 and 2 bills that are likely to have the most impact on community colleges. The key areas that OCCA is paying attention is the community college support fund, capital resources, student affordability in the broadest sense, student transfer as well as overall student persistence and success.



College Tuition and Fees

RECOMMENDATION

APPROVE THE PROPOSED 2017-2018 TUITION AND FEE SCHEDULE.

BACKGROUND INFORMATION

----- Chief Finance Officer Williams

Presented here for second reading is the proposed 2017-2018 Tuition and Fee Schedule.

Tuition or Fee Item	Current 2016-2017	Proposed 2017-2018
<i>Tuition</i>		
In-State Tuition per Credit Hour	\$95	\$96
Out-of-State Tuition per Credit Hour	\$115	\$116
<i>Fees</i>		
Base Course Fee (per credit)	\$4	\$4
Student Services Fee (per credit)	\$2	\$2
Technology Fee (per credit)	\$5	\$5
Online Course Fee (per course)	\$35	\$35
Hybrid Course Fee (per course)	\$15	\$15
Adult Basic Skills Instructional Course Fee (includes ABE/GED/ESOL courses)	\$15	\$15
Self Improvement Course Fees	market or self support	market or self support
Late Payment Fee	\$75	\$75
Placement Test	\$20	\$20
Placement Test Retest	\$20	\$20
Proctored Testing per test for non-TBCC credit students or staff	\$30	\$30
EMT Practical Exams Fee for non-TBCC student, former student or staff	\$30/station	\$30/station
Credit for Prior Learning:		
College Level Exam Program (CLEP) Administration Fee	\$25	\$25
Challenge Exam (per Credit Hour)	40% of Credit Tuition	40% of Credit Tuition
Department of Public Safety Standards and Training (DPSST) Credits	\$75	\$75
Military Credit Administration Fee	\$25	\$25
Printed Catalog (first copy from academic advisor free)	\$5	\$5
Official Transcript Fee (per transcript) (one free when degree or certificate is mailed)	\$5	\$5
Expedited Transcript Fee (per transcript)	\$25	\$30
Return Check Fee	\$25	\$25



Information Only Items

RECOMMENDATION

BACKGROUND INFORMATION----- Chair Schreiber

- a. Financial Report ----- Chief Finance Officer Williams
- b. Community College and Workforce Update----- President Green
- c. EDC/Tourism update-----President Green
- d. Personnel ----- Director Ryan
- e. Announcements and General Information ----- President Green



Financial Report

RECOMMENDATION

INFORMATION ONLY

BACKGROUND INFORMATION----- Chief Finance Officer Williams

The report for the month of January 2017 is available for your review.



Tillamook Bay Community College
 Unaudited Summary Financial Information
 General Fund
 Fiscal Year-to-Date Ended January 2017
 58.33% of fiscal year elapsed

	FY 2015-2016			FY 2016-2017		
	Annual Budget	01/31/16 Actual	Percentage of Budget	Annual Budget	01/31/17 Actual	Percentage of Budget
Resources						
Beginning Fund Balance	\$ 755,349	\$ 910,658.32	120.56%	\$ 755,349	\$ 1,052,825.80	139.38%
State	\$ 1,121,379	\$ 999,987.54	89.17%	\$ 1,350,000	\$ 1,075,066.23	79.63%
Property Taxes	\$ 1,159,417	\$ 1,015,588.94	87.59%	\$ 1,195,863	\$ 1,048,508.67	87.68%
Local Contract	\$ 72,000	\$ -	0.00%			
Tuition	\$ 1,047,472	\$ 533,569.00	50.94%	\$ 868,855	\$ 592,797.50	68.23%
Fees	\$ 175,700	\$ 97,433.88	55.45%	\$ 154,296	\$ 107,754.80	69.84%
Sale of Goods	\$ 2,000	\$ 1,484.47	74.22%	\$ 2,000	\$ 1,650.87	82.54%
Interest	\$ 5,500	\$ 6,023.76	109.52%	\$ 5,500	\$ 8,295.64	150.83%
Rental	\$ 12,000	\$ 10,035.00	83.63%	\$ 12,000	\$ 10,255.00	85.46%
Miscellaneous	\$ 7,000	\$ 17,811.36	254.45%	\$ 7,000	\$ 3,298.64	47.12%
Transfers	\$ 412,570	\$ 33,735.96	8.18%	\$ 442,328	\$ 44,705.65	10.11%
Total resources	\$ 4,770,387	\$ 3,626,328.23	76.02%	\$ 4,793,191	\$ 3,945,158.80	82.31%
Expenditures						
Instruction	\$ 1,507,437	\$ 688,113.19	45.65%	\$ 1,457,046	\$ 587,232.60	40.30%
Instructional Support	\$ 409,489	\$ 192,036.97	46.90%	\$ 370,104	\$ 187,460.72	50.65%
Student Services	\$ 417,211	\$ 197,696.06	47.39%	\$ 416,800	\$ 195,769.54	46.97%
College Support	\$ 1,072,550	\$ 551,342.96	51.40%	\$ 1,198,340	\$ 664,309.10	55.44%
Plant Operation	\$ 270,351	\$ 157,352.95	58.20%	\$ 271,552	\$ 176,402.46	64.96%
Transfers	\$ 288,000	\$ 75,578.62	26.24%	\$ 274,000	\$ 81,178.91	29.63%
Contingency	\$ 50,000	\$ -	0.00%	\$ 50,000	\$ -	0.00%
Total expenditures	\$ 4,015,038	\$ 1,862,120.75	46.38%	\$ 4,037,842	\$ 1,892,353.33	46.87%
Ending fund balance	\$ 755,349	\$ 1,764,207.48	233.56%	\$ 755,349	\$ 2,052,805.47	271.77%

Agenda Item 5.A. Attachment #2
Tillamook Bay Community College
Unaudited Summary Financial Information (Modified Accrual Basis)
Fiscal Year-to-Date Ended January 2017

	Fund No.	Beginning Fund Balance	2016-2017 Revenue	2016-2017 Expenditures	Ending Fund Balance	2016-2017 Spendable Budget	2015-2016 Prior Year Expenditures 1/31/2016
Adult Basic Education	210	\$ -	\$ 33,935.17	\$ 42,326.13	\$ (8,390.96)	\$ 89,339	\$ 33,155.74
United Way Literacy Grant	216	\$ 2,704.62	\$ 60.51	\$ -	\$ 2,765.13	\$ 2,200	\$ 636.00
Title III Grant	220	\$ -	\$ 287,041.12	\$ 333,582.74	\$ (46,541.62)	\$ 621,603	\$ 180,592.30
Career Pathways Development Grant	224	\$ -	\$ 20,000.00	\$ 22,962.00	\$ (2,962.00)	\$ -	\$ -
Pathways Grant	225	\$ -	\$ 7,299.06	\$ 16,218.60	\$ (8,919.54)	\$ 29,783	\$ 16,978.76
Industrial Maintenance Tech	226	\$ 30,177.01	\$ 16,000.00	\$ 9,393.29	\$ 36,783.72	\$ 60,000	\$ 10,304.10
SBDC Federal Grant	230	\$ -	\$ 16,125.00	\$ 18,428.22	\$ (2,303.22)	\$ 30,250	\$ 21,531.43
SBDC State Grant	231	\$ -	\$ 22,688.82	\$ 26,074.44	\$ (3,385.62)	\$ 45,939	\$ 30,948.06
SBDC Program Income	232	\$ 21,418.46	\$ 6,387.80	\$ 3,979.40	\$ 23,826.86	\$ 12,500	\$ 179.20
SBDC Rural Outreach Grant	233	\$ -	\$ 4,000.00	\$ 1,800.00	\$ 2,200.00	\$ -	\$ -
TEC Vocational Education Grant	240	\$ -	\$ 28,175.00	\$ 28,175.00	\$ -	\$ 40,000	\$ 1,530.91
Student Assistance	250	\$ 1,560.39	\$ -	\$ -	\$ 1,560.39	\$ 1,600	\$ -
Juan Young TBCC Library	252	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,059.04
Connect2Complete	253	\$ 6,574.45	\$ -	\$ -	\$ 6,574.45	\$ 2,340	\$ -
ASPIRE Program	254	\$ 12,812.50	\$ 10,800.00	\$ 6,778.69	\$ 16,833.81	\$ 12,813	\$ -
Academic Counselor Grant	255	\$ -	\$ 57,692.31	\$ 32,941.47	\$ 24,750.84	\$ 57,692	\$ -
Student Success Grant	256	\$ 15,682.33	\$ -	\$ 2,247.65	\$ 13,434.68	\$ 47,047	\$ -
Student Success Support Grant	257	\$ -	\$ 81,522.88	\$ 40,674.72	\$ 40,848.16	\$ 40,000	\$ -
Oregon Dev Ed Redesign Grant	277	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 92.58
Co-Requisite Dev Ed Models Grant	279	\$ -	\$ 30,000.00	\$ -	\$ 30,000.00	\$ -	\$ -
Partners for Rural Innovation Operations	289	\$ -	\$ 1,664.00	\$ 393.63	\$ 1,270.37	\$ -	\$ -
Capital Depreciation & Maintenance Fund	290	\$ 83,613.51	\$ 483.41	\$ -	\$ 84,096.92	\$ -	\$ -
Timber Tax Reserve Fund	291	\$ 1,296,951.84	\$ 100,713.73	\$ -	\$ 1,397,665.57	\$ 592,505	\$ -
Strategic Investment Fund	295	\$ 1,310,015.42	\$ 7,573.69	\$ -	\$ 1,317,589.11	\$ 300,000	\$ -
State IGA Fund	296	\$ -	\$ 278,148.57	\$ 386,801.42	\$ (108,652.85)	\$ 550,000	\$ 260,214.18
Total Special Fund		\$ 2,781,510.53	\$ 1,010,311.07	\$ 972,777.40	\$ 2,819,044.20	\$ 2,535,611	\$ 559,222.30
Schedule of Special Fund borrowing from General Fund							
		Ending Fund Balance	Less Accounts Receivable	Add Liabilities	Ending Cash Balance 1/31/2017		
Total of Grants that borrow from the General Fund		\$ (181,155.81)	\$ 59,822.18	\$ -	\$ (240,977.99)		
Total of Grants that are not borrowing from the General Fund		\$ 3,000,200.01	\$ 245.00	\$ -	\$ 2,999,955.01		
Total Special Fund		\$ 2,819,044.20	\$ 60,067.18	\$ -	\$ 2,758,977.02		
	Fund No.	Beginning Fund Balance	2016-2017 Revenue	2016-2017 Expenditures	Ending Fund Balance	2016-2017 Spendable Budget	2015-2016 Prior Year Expenditures
Community Education	310	\$ 16,304.99	\$ 3,004.00	\$ 1,417.13	\$ 17,891.86	\$ 7,746	\$ 784.38
Driver Education Program	311	\$ 1,858.95	\$ -	\$ 1,597.00	\$ 261.95	\$ 9,800	\$ 4,640.74
TBCC Store	320	\$ 16,211.76	\$ 2,552.82	\$ 9,540.09	\$ 9,224.49	\$ 36,250	\$ 86,747.05
Customized Training Projects	330	\$ 33,917.20	\$ -	\$ 158.00	\$ 33,759.20	\$ 43,664	\$ 32,665.67
Culinary & Hospitality Program	340	\$ 2,260.73	\$ 1,224.10	\$ 550.07	\$ 2,934.76	\$ 14,175	\$ 3,038.42
Culinary Catering	341	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,984.63
Total Enterprise Fund		\$ 70,553.63	\$ 6,780.92	\$ 13,262.29	\$ 64,072.26	\$ 111,635	\$ 132,860.89
PERS Pension Bond Fund	410	\$ 6,143.76	\$ 76,176.67	\$ 36,091.80	\$ 46,228.63	\$ 135,584	\$ 37,368.63
General Obligation Bond Fund	420	\$ 23,692.13	\$ 666,926.41	\$ 71,438.69	\$ 619,179.85	\$ 746,237	\$ 158,118.75
Total Debt Service Fund		\$ 29,835.89	\$ 743,103.08	\$ 107,530.49	\$ 665,408.48	\$ 881,821	\$ 195,487.38
Campus Construction Fund - GO Bonds	520	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,024,349.47
Local Match Fund	525	\$ 965,222.79	\$ 5,580.31	\$ -	\$ 970,803.10	\$ 350,889	\$ -
State Match Fund	530	\$ -	\$ 1,911,340.13	\$ 1,981,454.79	\$ (70,114.66)	\$ 2,000,000	\$ -
Grant Construction Fund	555	\$ (624,476.54)	\$ -	\$ 486,920.69	\$ (1,111,397.23)	\$ 957,000	\$ 141,421.81
Total Capital Projects Fund		\$ 340,746.25	\$ 1,916,920.44	\$ 2,468,375.48	\$ (210,708.79)	\$ 3,307,889	\$ 1,165,771.28
Associated Students of TBCC	710	\$ 1,033.98	\$ 1,917.00	\$ 1,098.17	\$ 1,852.81	\$ 8,605	\$ 1,934.72
Phi Theta Kappa Honorary Society Fund	720	\$ 1,787.17	\$ 1,842.25	\$ 1,350.53	\$ 2,278.89	\$ 7,525	\$ 526.32
Economic Development Council	730	\$ 61,142.95	\$ 48,139.13	\$ 54,615.65	\$ 54,666.43	\$ 109,500	\$ 63,112.35
Economic Development Council - USDA Grant	731	\$ -	\$ 8,756.34	\$ 1,885.48	\$ 6,870.86	\$ -	\$ -
Visit Tillamook Coast	740	\$ 1,318,799.16	\$ 703,127.82	\$ 630,492.16	\$ 1,391,434.82	\$ 1,538,657	\$ 417,183.75
Visit Tillamook Coast - Non-TLT Funds	741	\$ 9,095.00	\$ 7,372.12	\$ 9,906.72	\$ 6,560.40	\$ -	\$ -
Total Agency Fund		\$ 1,391,858.26	\$ 771,154.66	\$ 699,348.71	\$ 1,463,664.21	\$ 1,664,287	\$ 482,757.14
PELL Grant	801	\$ -	\$ 374,894.00	\$ 374,834.00	\$ 60.00	\$ 751,500	\$ 365,179.00
Supplemental Education Opportunity Grant	802	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 14,500	\$ 10,500.00
Direct Loans	810	\$ -	\$ 181,712.00	\$ 183,986.00	\$ (2,274.00)	\$ 750,000	\$ 197,253.00
Federal Work Study	819	\$ -	\$ 2,453.32	\$ 3,403.04	\$ (949.72)	\$ 14,350	\$ 4,418.84
Oregon Opportunity Grant	821	\$ -	\$ 93,200.00	\$ 92,625.00	\$ 575.00	\$ 100,000	\$ 61,250.00
Chafee Grant	822	\$ -	\$ 2,334.00	\$ 2,334.00	\$ -	\$ 10,000	\$ 5,835.00
Oregon Promise Grant	823	\$ -	\$ 21,977.00	\$ 23,616.00	\$ (1,639.00)	\$ -	\$ -
Tuition Waivers	831	\$ 17,301.00	\$ -	\$ 8,095.00	\$ 9,206.00	\$ 7,000	\$ 5,238.00
Board Scholarships	832	\$ 26,313.01	\$ -	\$ 49,916.64	\$ (23,603.63)	\$ 172,900	\$ 65,072.93
Institutional Work Study	833	\$ 21,743.66	\$ -	\$ -	\$ 21,743.66	\$ 21,744	\$ -
Foundation Scholarships	834	\$ -	\$ 24,462.28	\$ 46,743.47	\$ (22,281.19)	\$ 85,000	\$ 40,250.15
Student Employees	835	\$ 18,740.39	\$ 3,099.66	\$ 1,327.21	\$ 20,512.84	\$ 18,000	\$ 967.89
Non-Institutional Scholarships	840	\$ 5,333.14	\$ 42,427.00	\$ 25,154.29	\$ 22,605.85	\$ 51,500	\$ 9,583.53
\$5 Tuesday Fund	898	\$ 300.00	\$ -	\$ -	\$ 300.00	\$ 300	\$ -
Total Financial Aid Fund		\$ 89,731.20	\$ 756,559.26	\$ 822,034.65	\$ 24,255.81	\$ 1,996,794	\$ 765,548.34

Agenda Item 5.A. - Attachment #3
Tillamook Bay Community College
Summary Financial Information - Cash Status
Preliminary for Fiscal Year-to-Date Ended January 2017
58.33% of Budget Period Expended

	General Fund			Special Fund			Enterprise Fund			Debt Service Funds		
	Budget	Actual	%	Budget	Actual	%	Budget	Actual	%	Budget	Actual	%
Beginning Cash Balance		\$ 1,548,489			\$ 2,384,549			\$ 63,576			\$ 22,668	
Beginning Fund Balance	\$ 755,349	\$ 1,052,826	139.38%	\$ 2,351,490	\$ 2,781,511	118.29%	\$ 36,000	\$ 70,554	195.98%	\$ 12,000	\$ 29,836	248.63%
Resources												
State Aid	\$ 1,350,000	\$ 1,075,066	79.63%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Grants and Contracts	\$ -	\$ -	0.00%	\$ 1,575,971	\$ 893,428	56.69%	\$ 35,000	\$ -	0.00%	\$ -	\$ -	0.00%
Tuition and Fees	\$ 1,023,151	\$ 700,552	68.47%	\$ 1,000	\$ 2,895	289.50%	\$ 12,300	\$ 3,004	24.42%	\$ -	\$ -	0.00%
Local Taxes	\$ 1,195,863	\$ 1,048,509	87.68%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 733,137	\$ 665,145	90.73%
Timber	\$ -	\$ -	0.00%	\$ 502,113	\$ 100,714	20.06%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Sale of Goods	\$ 2,000	\$ 1,651	82.55%	\$ -	\$ -	0.00%	\$ 46,800	\$ 2,639	5.64%	\$ -	\$ -	0.00%
Interest	\$ 5,500	\$ 8,296	150.84%	\$ 7,400	\$ 8,057	108.88%	\$ -	\$ -	0.00%	\$ 1,105	\$ 1,807	163.53%
Rental	\$ 12,000	\$ 10,255	85.46%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Miscellaneous	\$ 7,000	\$ 3,299	47.13%	\$ 16,500	\$ 5,217	0.00%	\$ 5,250	\$ 1,138	21.68%	\$ -	\$ -	0.00%
Transfers	\$ 442,328	\$ 44,705	10.11%	\$ 350,889	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 136,000	\$ 76,151	55.99%
Total Revenues	\$ 4,037,842	\$ 2,892,333	71.63%	\$ 2,453,873	\$ 1,010,311	41.17%	\$ 99,350	\$ 6,781	6.83%	\$ 870,242	\$ 743,103	85.39%
Expenditures												
Salaries and Wages	\$ 2,793,012	\$ 1,330,737	47.65%	\$ 539,143	\$ 305,047	56.58%	\$ 53,106	\$ 10,932	20.59%	\$ -	\$ -	0.00%
Operating Expenditures	\$ 892,830	\$ 480,437	53.81%	\$ 1,001,012	\$ 618,403	61.78%	\$ 56,158	\$ 1,907	3.40%	\$ 1,600	\$ 1,600	100.00%
Capital Outlay	\$ 28,000	\$ -	0.00%	\$ 25,000	\$ 13,219	52.88%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Debt Service	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 880,221	\$ 105,930	12.03%
Transfers	\$ 274,000	\$ 81,179	29.63%	\$ 419,456	\$ 36,108	8.61%	\$ 2,371	\$ 423	17.84%	\$ -	\$ -	0.00%
Other budgetary accounts (Note 1)	\$ 50,000	\$ -	0.00%	\$ 2,788,497	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Total expenditures	\$ 4,037,842	\$ 1,892,353	46.87%	\$ 4,773,108	\$ 972,777	20.38%	\$ 111,635	\$ 13,262	11.88%	\$ 881,821	\$ 107,530	12.19%
Ending Fund Balance	\$ 755,349	\$ 2,052,806		\$ 32,255	\$ 2,819,045		\$ 23,715	\$ 64,073		\$ 421	\$ 665,409	
Adjustments to bring Ending Fund Balance to Ending Cash Balance												
Assets												
Receivables		\$ 256,046			\$ 60,067			\$ 263			\$ 44,417	
Inventories		\$ 1,896			\$ -			\$ 5,794			\$ -	
NET EFFECT ON CASH		\$ (257,942)			\$ (60,067)			\$ (6,057)			\$ (44,417)	
Liabilities												
Accounts Payable		\$ 775,197			\$ -			\$ -			\$ -	
Unearned Revenue (Note 2)		\$ 72,028			\$ -			\$ -			\$ 44,417	
Payroll		\$ 134,634			\$ -			\$ 2,620			\$ -	
NET EFFECT ON CASH		\$ 981,859			\$ -			\$ 2,620			\$ 44,417	
NET ADJUSTMENTS		\$ 723,917			\$ (60,067)			\$ (3,437)			\$ -	
ENDING CASH BALANCE		\$ 2,776,723			\$ 2,758,978			\$ 60,636			\$ 665,409	

Agenda Item 5.A. - Attachment #3
 Tillamook Bay Community College
 Summary Financial Information - Cash Status
 Preliminary for Fiscal Year-to-Date Ended January 2017
 58.33% of Budget Period Expended

	Capital Projects Funds			Agency Fund			Financial Aid Fund		
	Budget	Actual	%	Budget	Actual	%	Budget	Actual	%
Beginning Cash Balance		\$ (82,252)			\$ 1,388,586			\$ 88,971	
Beginning Fund Balance	\$ 962,000	\$ 340,746	35.42%	\$ 1,464,525	\$ 1,391,858	95.04%	\$ 91,544	\$ 89,731	98.02%
Resources									
State Aid	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Grants and Contracts	\$ 2,000,000	\$ 1,911,340	0.00%	\$ 926,117	\$ 729,302	0.00%	\$ 1,640,250	\$ 686,559	41.86%
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	\$ 5,000	\$ 5,580	111.60%	\$ 2,000	\$ 7,531	0.00%	\$ -	\$ -	0.00%
Rental	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Miscellaneous	\$ 957,000	\$ -	0.00%	\$ 32,500	\$ 32,405	99.71%	\$ 135,000	\$ 66,889	49.55%
Transfers	\$ -	\$ -	0.00%	\$ 8,000	\$ 1,917	23.96%	\$ 130,000	\$ 3,111	2.39%
Total Revenues	\$ 2,962,000	\$ 1,916,920	64.72%	\$ 968,617	\$ 771,155	79.61%	\$ 1,905,250	\$ 756,559	39.71%
Expenditures									
Salaries and Wages	\$ -	\$ -	0.00%	\$ 371,815	\$ 170,338	45.81%	\$ 53,344	\$ 4,730	8.87%
Operating Expenditures	\$ 2,957,000	\$ 2,468,375	83.48%	\$ 1,175,221	\$ 520,837	44.32%	\$ 1,940,200	\$ 817,305	42.12%
Capital Outlay	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Debt Service	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ 350,889	\$ -	0.00%	\$ 17,251	\$ 8,174	0.00%	\$ 3,250	\$ -	0.00%
Other budgetary accounts (Note 1)	\$ -	\$ -	0.00%	\$ 100,000	\$ -	0.00%	\$ -	\$ -	0.00%
Total expenditures	\$ 3,307,889	\$ 2,468,375	74.62%	\$ 1,664,287	\$ 699,349	42.02%	\$ 1,996,794	\$ 822,035	41.17%
Ending Fund Balance	\$ 616,111	\$ (210,709)		\$ 768,855	\$ 1,463,664		\$ -	\$ 24,255	
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	\$ (210,709)	\$ (210,709)		\$ 1,463,664	\$ 1,463,664		\$ 24,255	\$ 24,255	

\$ 7,538,955

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.

Community College and Workforce Update

RECOMMENDATION

INFORMATION ONLY.

BACKGROUND INFORMATION ----- President Green

Community Colleges and Workforce Development (CCWD) continue to assist all 17 colleges keep up with the policy and funding changes at the federal and state levels. The CCWD team assist all colleges with technical and policy issues from workforce to equity, transfer, affordability and career pathways. Over the past few months research on applied baccalaureates to enrollment growth caps has been researched and shared.

For new Board members, CCWD is committed to creating a culture of evidence through measuring and learning about the forces that influence student success. CCWD intentionally supports promising practices which enhance academic experiences and the success rates of Oregon's community college students.

The office is responsible for the following programs and processes:

Community College Academic Program Approval: standards, process, forms, and campus guidance for development of new program approvals considered by the Commission.

Adult Basic Skills: administration of Title II of the Workforce Innovation and Opportunity Act (WIOA), also known as the Adult Education and Family Literacy Act, providing federal funds to local providers and supporting their leadership and professional development in order to assure quality basic skills services for adults across Oregon.

Career and Technical Education: working in partnership with the Oregon Department of Education and partners, administers career and technical education at a postsecondary education level, supported by the U.S. Carl D. Perkins Career and Technical Education Act of 2006 (Perkins).

General Educational Development (GED) Program: administration of the Oregon GED program, working in partnership with GED Testing Service (GEDTS), the 17 community colleges and other state, community, county and local partners to provide testing, preparation and instruction across the state.

Career Pathways: Coordinates information on Oregon's Career Pathways at Oregon's community colleges, offering connected education and training programs that enable individuals to secure a job or advance in a demand industry or occupation.

TBCC interacts with CCWD on all of the above programs.



EDC/Tourism update

RECOMMENDATION

INFORMATION ONLY.

BACKGROUND INFORMATION ----- President Green

Both Economic Development Center (EDC) and the Small Business Development Center (SBDC) showed strong metrics for the calendar year ending December 31, 2016. The SBDC had advised 113 unique clients of which 32% were new business ventures and 68% existing businesses. More than a third were considered long-term clients meaning we had invested at least 5 hours within a quarter. This is significant because it shows a trend toward more in-depth contact which leads to greater economic impacts. Those impacts totaled \$1.77 Million dollars of capital investments including owner equity, loans, and investors. At least 25 new jobs were created and 16 retained.

The EDC was critical to this effort because of its micro-loan fund which can help finance ventures that otherwise would not qualify for conventional loans. The EDC ended the year with a portfolio valued at over \$400K with outstanding loans totaling just under \$300K.

The EDC and SBDC also continued the implementation of some special programming which includes the credit builder program, project PROTO (high school student entrepreneurship), a new Entrepreneurship Scholarship Fund, and Small Business Saturday.

Visit Tillamook Coast was awarded a Culinary/Agritourism Studio from Travel Oregon's Destination Development program. The two-day workshop was held February 13 and 14 at TBCC, and was led by three facilitators from Travel Oregon. Fifty-one attendees from throughout the county registered for the event, including farmers, fishers, producers, land planning experts, tour operators, restaurateurs, brewers, OSU extension personnel and other community members with an interest in developing a culinary/agritourism industry. Tourism directors from Cannon Beach and Lincoln City also attended. The outcome, agreed upon by the attendees, is to develop an online and print food trail map for the Tillamook Coast. The first follow-up meeting is scheduled for Feb. 28th at 10am.

For the second fiscal year in a row, Visit Tillamook Coast is offering \$100,000 in tourism marketing and promotions grants to non-profits and businesses throughout Tillamook County. So far this year, \$50,000 has been awarded. A second phase of grants offering another \$50,000 went live January 31, with a deadline for application of March 31. The upcoming budget planning for 2017-2018 includes a request for another \$100,000 in grant funding. Travel Oregon has told us that this program is one of a kind in the state.

Lodging technology and revenue program went "live" in January, with nine lodging properties. The pilot program, which will eventually become a grant after pilot program results are studied, gives lodging properties a new optimized website, new photography and content, WordPress training, analytics reporting and an online reservation system. Results will be tracked for a year, with performance indicators including 1) rise in revenue from direct booking, 2) lower fees from usage of online travel agency bookings, and, 3) streamlined operations and reporting.



Personnel

RECOMMENDATION

INFORMATION ONLY.

BACKGROUND INFORMATION ----- Director Ryan

Position Title	Application Review Begins	Start Date	Comment	Screening Committee Chair	Appointment
Title III Grant Project Director	January 30 2017	March 2017		Connie Green	



Announcements and General Information

RECOMMENDATION

INFORMATION ONLY.

BACKGROUND INFORMATION ----- President Green

March 6 – Dedication of Partners for Rural Innovation 4 to 5pm. Board meeting to follow.

March 22 -OCCA Legislative Summit at Salem Convention Center from 10 to 8pm

March 23 -OCCA Board meeting from 8 to 4:00 pm

March 27 – 31 – Spring Break

April 3 – Spring term begins and Board meeting at 6:00pm

April 10 – Budget Committee meeting and executive session of the Board 5:30 pm

April 29 – All day In-service – College closed

May 1- Board meeting at 6:00 pm

May 29 – Holiday College Closed

June 5 – Board meeting at 6:00pm

June 16 – Graduation – Nazarene Church –be there by 5:30 for pictures. Graduation begins at 6:00 pm

June 26 – Summer term begins



Board Member Discussion Items

RECOMMENDATION

BACKGROUND INFORMATION ----- Chair Schreiber



Adjournment

RECOMMENDATION

MOTION TO ADJOURN THE MEETING.

BACKGROUND INFORMATION ----- Chair Schreiber

