



Board of Education Meeting Agenda

Date: Monday, April 1, 2024

TBCC Board Meeting Rooms 214/215 Hybrid 5:00 pm –7:00 pm

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order • Acknowledge Guests -----	Chair Bell
2.	Consent Agenda ----- a. Approval of Agenda b. Approval of March 3, 2024, Meeting Minutes c. Personnel Report.....	(Action) Chair Bell Senior Manager Kylie Poklikuha
3.	Invitation for Public Comment ----- <i>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 will call on people who indicate they want to provide public comment. They will have up to 3 minutes to speak. If a speaker has further comments, they can provide those in writing and the comments will be shared with all board members.</i>	Chair Bell
4.	New Business and/or focused policy discussions a. All Oregon Academic Scholar b. Board Meeting Schedule for 2024-2025 (First Reading) c. Budget Committee Membership (ACTION)..... d. Budget Development Guidelines (ACTION) e. TBCC 2023-24 Financial Audit (ACTION)	VP Rhoda Hanson President Paul Jarrell CFO Montazeri President Paul Jarrell CFO Shari Montazeri
5.	Information-Only Items (Board members may request any item be placed on the discussion agenda) a. Strategic Plan project/SAO Sharing b. Program Review: MIT/Welding c. ASTBCC Report d. Financial Report e. President’s Report	Executive Director Britta Lawrence Sherry Cook ASTBCC President CFO Shari Montazeri President Paul Jarrell
6.	Board Member Discussion Items -----	Chair Bell
7.	Adjournment -----	(Action) Chair Bell

Per Oregon HB 2560 and HB 2459, all TBCC Board meetings are open for remote public participation via Zoom and are recorded for the purpose of transcribing minutes.

Call to Order

RECOMMENDATION

CALL THE BOARD MEETING TO ORDER & ACKNOWLEDGE GUESTS

BACKGROUND INFORMATION.....Chair Bell

Approval of the Consent Agenda

RECOMMENDATION

ACTION ITEM

BACKGROUND INFORMATION----- (Action) Chair Bell
MOTION TO APPROVE THE CONSENT AGENDA FOR THE MARCH MEETING.

Items for approval:

- a. Approval of Agenda for the April meeting
- b. Approval of March 4, 2024 Meeting Minutes
- c. Approval of the Personnel Report

Approval of the Agenda

RECOMMENDATION

MOTION TO APPROVE THE AGENDA FOR THE APRIL MEETING

Board of Education Meeting Agenda

Date: Monday, April 1, 2024

TBCC Board Meeting Rooms 214/215 Hybrid 5:00 pm –7:00 pm

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order • Acknowledge Guests -----	Chair Bell
2.	Consent Agenda -----	(Action) Chair Bell
	a. Approval of Agenda	
	b. Approval of March 3, 2024, Meeting Minutes	
	c. Personnel Report.....	Senior Manager Kylie Poklikuha
3.	Invitation for Public Comment -----	Chair Bell
	<i>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 will call on people who indicate they want to provide public comment. They will have up to 3 minutes to speak. If a speaker has further comments, they can provide those in writing and the comments will be shared with all board members.</i>	
4.	New Business and/or focused policy discussions	
	a. All Oregon Academic Scholar	VP Rhoda Hanson
	b. Board Meeting Schedule for 2024-2025 (First Reading)	President Paul Jarrell
	c. Budget Committee Membership (ACTION).....	CFO Montazeri
	d. Budget Development Guidelines (ACTION)	President Paul Jarrell
	e. TBCC 2023-24 Financial Audit (ACTION)	CFO Shari Montazeri
5.	Information-Only Items (Board members may request any item be placed on the discussion agenda)	
	a. Strategic Plan project/SAO Sharing	Executive Director Britta Lawrence
	b. Program Review: MIT/Welding	Sherry Cook
	c. ASTBCC Report	ASTBCC President
	d. Financial Report	CFO Shari Montazeri
	e. President's Report	President Paul Jarrell
6.	Board Member Discussion Items -----	Chair Bell
7.	Adjournment -----	(Action) Chair Bell

March 4, 2024, Board of Education Meeting Minutes

Board of Education Meeting Agenda

Date: Monday, March 4, 2024

TBCC Board Meeting Hybrid/Rooms 214/215 5:00 pm – 7:00 pm

Members in Attendance: Andrea Goss, Shannon Hoff, Betsy McMahon, Tamra Perman, Mary Jones, Kathy Gervasi

Members Not in Attendance: Mary Faith Bell

TBCC Staff in Attendance: President Jarrell, Interim Vice President Rhoda Hanson, Director McCarley, Senior Manager Poklikuha, Director Sheryl Neu, Adjunct Gary Bond, Marketing Director Mia Gibson, Interim Vice President Peter Williams, Michele DeGraffenreid, CFO Shari Montazeri, Director Jason Lawrence, Tom Atchison, Michael Weissenfluh, ASTBCC Vice Chair Piper Poklikuha, JoAnn Critelli, Eileen Casey-White, Sherry Cook, Carey Rausch

Guest: Kieron Spelling, George Hastings

<u>Item</u>	<u>Description</u>	<u>Resource</u>
	Call to Order • Acknowledge Guests	Vice Chair Goss
	The meeting was called to order at 5:04 pm.	

Consent Agenda..... (Action) **Vice Chair Goss**

Approval of Agenda (Agenda Item 2.a):
There were no changes to the agenda for March 4, 2024, 2023

Approval of February 5, 2024 Meeting Minutes (Agenda Item2.b)
There were no corrections to the minutes from the February 5, 2024 meeting minutes

Personnel Report (Agenda Item 2.c).....**HR Manager Poklikuha**
The Personnel report is included in the packet. Manager Poklikuha reported that it was a failed search for the Vice President of Administration. Jennifer Fleming, who was an adjunct, is now the Full-time Math Faculty Instructor. The Healthcare Program Coordinator position has 3 applicants. Interviews will be scheduled for that position soon. The Senior Accountant position is up and running on a variety of online platforms. The Temporary Business Office Clerk position has been filled by Karina Amaya.

Additional Agenda Items **Chair Bell**

Mary Jones motioned to approve the Consent Agenda with the correction to Michele DeGraffenreid’s name. Tamra Perman seconded the motion. **The motion carried.**

Invitation for Public Comment (Agenda Item 3) Chair Bell
No public comment

New Business and/or focused policy discussions (Agenda Item 4)

Tuition and Fees for 2024-205 (Second Reading) (ACTION)CFO Montazeri

An increase of \$2 per credit for tuition and an increase of \$4 per credit for fees. The increases in fees would still make TBCC one of the least expensive community colleges in Oregon. This was the second reading of the proposed increases. No changes have been made since the first reading at the February meeting.

Kathy Gervasi made a motion to approve Tuition and Fees, and Betsy McMahon seconded the motion. **The motion carried.**

Budget Assumptions (Agenda Item 4. b) CFO Montazeri

President Jarrell initiated the discussion, emphasizing that the topic at hand was an **informational item** and a **projection**. Notably, the **audit process remains ongoing**, and tasks still need to be completed. **CFO Montazeri** further clarified that despite the ongoing audit, this projection is considered **safe**.

Legislative Update (Agenda Item 4.c) President Jarrell

President Jarrell started the conversation, letting the board know that the legislative session is considered a “short session” this year and will be complete by March 10, 2024. Board member Betsy McMahon took over the updates as she is the board’s OCCA liaison and attends all the legislative sessions. Betsy shared the important bills related to education and where they are in the legislative process. President Jarrell mentioned the Bill Hearing Report generated by the OCCA, which was in the packet for the board’s review.

College Council Update (Agenda 4.d)Michele DeGraffenreid

Michele gave a brief update on the College Council and its work. She shared that they are going to be more proactive and take on more work in the near future. She shared some of the projects that the College Council will do, such as Program Review and meeting with college committees to get reports on what current committees are working on. In closing, she shared that Clare Sobotka was elected Vice Chair of the College Council. She also invited the board to attend the College Council anytime.

Building Project Update (Agenda Item 4.e) Director Lawrence

Direct Jason Lawrence updated the board on the status of the building project. Jason shared with the group a slide show that was a walk-through of what has occurred on the project so far. The slide show led the board through all the rooms and spaces of the Healthcare building. He then introduced Kieron Spellman from Wenaha, who was attending the meeting in person this month. Kieron then explained to the board the work that has been done to get the project ready for bidding by contractors. He shared a timeline of what steps are and when they will occur, with groundbreaking in late May or early June. The construction contract will be brought to the board for approval in May.

Organizational, Legal, and Financial Designations (Agenda Item 4. f) (ACTION)

..... **CFO Montazeri**

CFO Shari Montazeri is asking for the board to approve a credit card with a \$3,000.00 limit for Interim Vice President of Office of Instruction Peter Williams.

The motion to approve a credit card for Interim Vice President **Peter Williams** was made by **Mary Jones**, and it was seconded by **Tamra Perman**. **The motion carried.**

Information – Only Items (Agenda Item 5)

Strategic Plan project/SAO Sharing (Agenda 5.a) Mia Gibson

Marketing Coordinator Mia Gibson Shared her department SAO with the board this evening. She presented a slide show of the work she has done over the last year and how that work has aligned with the Strategic Plan. In closing, she shared her marketing goals for the coming year.

Staff Recognition – George Hastings (Agenda 5.b) Director Lawrence

Retiring Facilities Maintenance Specialist George Hastings was honored with Staff Recognition this term. Director Jason Lawrence expressed the college's appreciation for George's ten years of service and presented him with a plaque. George then shared a few words about what it meant to him to work for the college all these years and his plans for his retirement.

Program Review: HS Connections/Accelerated Learning (Agenda 5.c) VP Hanson

Interim VP Hanson shared a Program Review of High School Connections and Accelerated Learning. She used a PowerPoint slide show to share the statistics, outcomes, and future goals of the program.

ASTBCC Report (Agenda 5.d) ASTBCC President

ASTBCC Vice President Piper Poklikuha brought the ASTBCC report this month and shared that ASTBCC held a Paint Night fundraiser in February, which was a success. ASTBCC Vice President also shared upcoming planned fundraisers with the board.

Financial Report (Agenda 5.e) CFO Montazeri

CFO Montazeri presented the financial report shared in the packet to the board. Items of note were that the audit is finishing up this week and the Business Office is getting caught up on some tasks left from the prior year due to low staffing during the past year. She encouraged the board that things are going well and we are on track to begin the 2024-2025 Budget work.

President's Report (Agenda 5.f) President Jarrell

President Jarrell began his report by reminding the board of upcoming dates of note. The next Board meeting will be on Monday, April 1, 2024, at 5 pm in Room 214/15. Spring Break will be March 25, 2024 – March 29, 2024.

There is a plan to hold an Open House on Saturday, April 13, 2024, 2:00 pm – 5:00 pm. The purpose of the Open House will be to introduce the new president and showcase the programs and opportunities at the college for the community.

President Jarrell went on to update the board on the remodeling project of the CIT building we are moving forward with that. More information will be shared in the future.

The college had a meeting on the Lightwave, and there is a possibility of participating in that project. More information should be brought to the college to consider that opportunity.

TEC CTE has a Future Ready grant. TEC has decided that TBCC's county-wide district will be the overarching leader in this work. An organizational structure will be created for this work.

President Jarrell met with the Employment Engagement Committee recently to work on an Employee Recognition program for May or June.

He went on to share with the board the community presentations that have been made for the Healthcare building program at various locations in the county.

There was a meeting with the Legislature for Day of Action, and it was very positive.

Chamber After Hours was an event that was held on campus and was a great success.

The National Center for Inquiry and Improvement was on campus last week, met with the college, and will recommend changes and improvements. The goal is to make transitions through college to living-wage jobs.

President Jarrell closed by asking board member Betsy McMahon to share any information from OCCA. Betsy encouraged the board and staff to attend the OCCA Lunch and Learns, which are held online. The AOAT Luncheon is upcoming on April 19, 2024.

Board Member Discussion Items (Agenda Item 6) Chair Bell
Discussed the Lightwave opportunity in greater detail.

Adjournment (Agenda Item 7) (Action) Chair Bell

The board meeting concluded at 7:02 pm.

Personnel Report

RECOMMENDATION

CONSENT AGENDA

BACKGROUND INFORMATION-----Senior Manager Poklikuha

Position Title	Application Review Begins	Start Date	Comment	Screening Committee Chair
Facilities Coordinator	Open Until Filled	TBD	Accepting applications	Director J Lawrence
Healthcare Program Coordinator	Open Until Filled	TBD	Interviews scheduled	VP Williams
Senior Accountant	Open Until Filled	TBD	Accepting applications	CFO Montazeri
Payroll and Benefits Manager	Open Until Filled	TBD	Accepting applications	CFO Montazeri

Invitation of Public Comment

RECOMMENDATION

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 WILL CALL ON PEOPLE WHO INDICATE THEY WANT TO PROVIDE PUBLIC COMMENT. THEY WILL HAVE UP TO 3 MINUTES TO SPEAK. IF A SPEAKER HAS FURTHER COMMENTS, THEY CAN PROVIDE THOSE IN WRITING AND THE COMMENTS WILL BE SHARED WITH ALL BOARD MEMBERS.

BACKGROUND INFORMATION.....Chair Bell

NEW BUSINESS AND/OR FOCUSED POLICY DISCUSSIONS

RECOMMENDATION

BACKGROUND INFORMATION----- Chair Bell

All Oregon Academic Scholars

RECOMMENDATION

INFORMATION ONLY

BACKGROUND INFORMATION VP Hanson

Each year, community colleges in Oregon nominate students to the All- Oregon Academic Team based on their academic excellence, leadership and community service. In April, OCCA (Oregon Community College Association) hosts the All-Oregon Academic Team luncheon in Salem to honor students with their families. IVP Hanson will introduce TBCC's nominee for 2024.

Board Meeting Schedule for 2024-2025

RECOMMENDATION

FIRST READING

BACKGROUND INFORMATION President Jarrell

The Board normally meets on the first Monday of the month (at 5 pm) except where the first Monday falls on a Holiday. Then the Board meets on the following Monday. There are **NO Board meetings in the months of July or August, except in Special Election years.** This is a first reading for these dates for the following academic year of 2024-25

DATE	YEAR	TIME	NOTE
July	2024	-	No Board Meeting
August	2024	-	No Board Meeting
September 9	2024	5:00 PM	The first Monday in September is a holiday.
October 7	2024	5:00 PM	Board Retreat and regular board meeting
November 4	2024	5:00 PM	
December 2	2024	5:00 PM	
January 6	2025	5:00 PM	
February 3	2025	5:00 PM	
March 3	2025	5:00 PM	
April 7	2025	5:00 PM	
May 5	2025	5:00 PM	
June 2	2025	5:00 PM	

Does the Board want to try to do a “shared” Board workshop with Boards of Education, Superintendents of the Tillamook County school districts, and the Foundation?

Budget Committee Membership

RECOMMENDATION

ACTION ITEM: REAPPOINT BUDGET COMMITTEE MEMBERS WITH EXPIRED TERM TO NEW TERM/APPOINT NEW MEMBER

BACKGROUND INFORMATION----- CFO Montazeri

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. It is the duty of the budget committee to analyze and approve the College's proposed operating budget and forward its recommendations to the Board for final consideration. As a part of the budget review and approval process, the budget committee holds public meeting/s at which citizens of the community are invited to give testimony on the budget before it is approved by the budget committee.

Budget Committee members have three year terms. We have one application and one re-appointment for you to approve today.

Zone	Board Member	Community Representative	Term Expires
1	Mary Jones	Christi Clark Karen Matthews	6/30/26 6/30/26
2	Andrea Goss	Richard Conti	06/30/26
3	Kathy Gervasi	Justin Aufdermauer Eric Swanson	06/30/26 06/30/26
4	Shannon Hoff	Steve Vanderhoef	06/30/24
5	Betsy McMahon	Chris Weber	06/30/24
6 –At large	Tamra Perman	Briar Smith	06/30/25
7 –At large	Mary Faith Bell	Doug Olson	06/30/25

Budget Development Guidelines

RECOMMENDATION

ACTION ITEM

BACKGROUND INFORMATION President Paul Jarrell

The Budget Development Guidelines for the upcoming 2024-2025 budget are presented for the Board's review and approval.

The Guidelines refer to TBCC's Vision, Mission, Values, and Strategic Priorities as reflected in the strategic plan created for 2022 – 2029.

Budget Development Guidelines

The following Budget Development Guidelines are presented to the Board of Education on April 1, 2024. The Budget Guidelines serve to prioritize investment in support of TBCC’s 2022-2029 Strategic Plan. The Strategic Plan contains the following five Strategic Priorities:

1. Exceptional Student Experience
2. Educational Excellence and Workforce Development
3. Employee Experience and Organizational Health
4. Community Engagement and Awareness
5. Equity and Inclusion

TBCC is committed to support comprehensive planning and assessment activities leading to continuous improvement in fulfilling the College’s mission, strategic priorities, and strategic objectives.

Budget Development Guideline	Strategies / Objectives / Projects
<p>Educational Program Support</p> <p>Direct the highest levels of financial support to those programs and courses with a demonstrated potential for growth in the following priority order: (1) degree and certificate programs, (2) other credit courses, (3) reimbursable non-credit programs and courses, (4) non- reimbursable.</p> <p>Strategic Priority:</p> <p>Exceptional Student Experience Educational Excellence and Workforce Development Community Engagement and Awareness Equity and Inclusion</p>	<ol style="list-style-type: none"> 1. Offer degrees and certificates with full-time and part-time program maps. 2. Recruit and retain full-time faculty at levels necessary to deliver quality instruction and support college-wide work. 3. Support and develop curriculum leading to living wage occupations. <ol style="list-style-type: none"> a. Industrial Technology/Advanced Manufacturing revision b. Apprenticeship growth c. Nursing and Allied Health pathways d. Education program development 4. Build and strengthen access of local high school students to TBCC programs, courses, and services. <ol style="list-style-type: none"> a. Align dual credit offerings with TBCC program maps 5. Support engagement with Tillamook Education Consortium (TEC) to enhance connections and strengthen K-14 programs of study. <ol style="list-style-type: none"> a. Develop and support TEC Strategic Plan 6. Provide increased guidance and resources to support students throughout the student lifecycle. 7. Re-invest in the implementation of Guided Pathways framework. 8. Increase use of OER materials and support programs to minimize cost of textbooks to students. 9. Provide enhanced marketing and recruitment support for targeted outreach to historically under-represented and under-served communities of Tillamook County.

Budget Development Guideline	Strategies / Objectives / Projects
<p>Educational Program Equipment</p> <p>Give priority to maintaining up-to-date instructional technology and training equipment. Students trained in up-to-date labs and equipment are afforded the highest opportunity for success. Lack of access to industry relevant equipment and technology places students at a significant disadvantage in the workforce.</p> <p>Strategic Priority: Exceptional Student Experience Educational Excellence and Workforce Development Community Engagement and Awareness Equity and Inclusion</p>	<ol style="list-style-type: none"> 1. Leverage grant and industry funding where appropriate to support equipment acquisition and maintenance. 2. Provide adequate funding for industrial technology, science, nursing, and allied health lab equipment, models, and supplies. 3. Continue planned upgrades of computer hardware and software in computer labs. 4. Provide continued training and support for Canvas LMS.
<p>Facilities</p> <p>Maintain current facilities and acquire new facilities necessary to achieve mission and strategic priorities.</p> <p>Strategic Priority: Exceptional Student Experience Educational Excellence and Workforce Development Community Engagement and Awareness Equity and Inclusion</p>	<ol style="list-style-type: none"> 1. Maintain adequate staffing and contracted services to provide a quality learning and working environment at all TBCC facilities. 2. Provide adequate support for ongoing maintenance needs. 3. Leverage new projects, where appropriate, to offset current deferred maintenance needs. 4. Provide TBCC matching funds necessary for EDA-funded Center for Industrial Technology (CIT) remodel. 5. Support CIT remodel to completion. 6. Support construction and completion of GO Bond-funded Health Education Building.
<p>Technology</p> <p>Provide secure computing and other technological resources to enrich educational opportunities for students and enhance management information systems for TBCC. TBCC is committed to a long-term financial commitment for secure and modern IT equipment and support.</p> <p>Strategic Priority: Exceptional Student Experience Educational Excellence and Workforce Development Employee Experience and Organizational Health</p>	<ol style="list-style-type: none"> 1. Provide necessary funding to develop and implement cybersecurity incident plan. 2. Enhance support for cybersecurity services. 3. Maintain adequate staffing and contracted services to support TBCC's IT needs. 4. Provide funds to support campus infrastructure, including upgrading network hardware, servers, and storage solutions to ensure fast, reliable access to resources that support virtual learning environments. 5. Adequately fund Jenzabar training and consulting services. 6. Procurement of educational and administrative software licenses. 7. Upgrade phone system and communications platform.

Budget Development Guideline	Strategies / Objectives / Projects
<p>Faculty and Staff Development</p> <p>Prioritize development of TBCC employees. The professional staff is the single most consequential resource of the College. Maintaining this resource by supporting a process that encourages renewal of professional development and training is essential.</p> <p>Strategic Priority: Exceptional Student Experience Employee Experience and Organizational Health Equity and Inclusion</p>	<ol style="list-style-type: none"> 1. Continue faculty and administrative staff participation in State meetings. 2. Continue funding for Faculty and Staff attendance at selected regional or national professional development opportunities. 3. Continue funding support for professional development of faculty and staff through credit coursework and degrees. 4. Fund professional development activities for enhancing student relations and student engagement. 5. Provide adequate work time for employees to develop and update desk manuals. 6. Provide incentives for cross-training of staff. 7. Create organizational structures that provide pathways to more growth and responsibility. 8. Continue investment in Diversity, Equity, and Inclusion programs.
<p>Faculty and Staff Total Compensation</p> <p>Provide salary and benefits packages that are competitive. A key to attracting and keeping outstanding professional staff is to maintain remuneration at levels competitive with those offered by other similar community college employment opportunities in Oregon.</p> <p>Strategic Priority: Employee Experience and Organizational Health Equity and Inclusion</p>	<ol style="list-style-type: none"> 1. Provide Step increases (3%) for eligible staff and faculty in FY 24-25. 2. Consider Cost-of-Living Adjustment (COLA) of 4%. 3. Increase monthly Health Insurance contribution to \$1382.00 (3%) 4. Continue 6% PERS Employee Contribution pickup. 5. Continue Wellness Stipend for 2024/2025 and evaluate effectiveness. 6. Continue phase-in of adjustments as determined by the 2023 Compensation Analysis
<p>Student Tuition and Fees</p> <p>Target movement of general tuition and fees to a level generally equivalent to those of Oregon's other community colleges. Providing access to TBCC's educational offerings is a concept intrinsic to the foundation of the College's mission.</p> <p>Strategic Priority: Exceptional Student Experience Educational Excellence and Workforce Development Employee Experience and Organizational Health</p>	<ol style="list-style-type: none"> 1. Adjust tuition and fees annually for inflation to avoid large increases. 2. Increase Credit Tuition from \$108 to \$110 per credit. 3. Increase Credit Universal Fee from \$22 to \$26 per credit.

Basic Budget Assumptions

In determining the Budget Development Guidelines, and in preparation of the 2024-2025 Proposed Budget, the Leadership team considered basic budget assumptions of which many had been previously discussed at the March 4, 2024 TBCC Board of Education meeting.

In summary, the following basic assumptions were considered:

1. Per credit tuition and fee rates are proposed to increase for 2024-2025.
2. The staff salary schedule continues to reflect a 249-day work year and the regular faculty salary schedule continues to reflect a 173-day work year.
3. Eligible staff and regular faculty will receive pay step increases. The Leadership Team reviewed multiple CPI measures for 2023/2024. The average was approximately 4%. For FY 24-25, a cost-of-living adjustment (COLA) of 4% is planned.
4. The monthly contribution to Health Insurance will increase by 3% to \$1382.
5. No increase in the opt-out stipends for eligible employees is planned.
6. Benefit rates will be adjusted based on information provided by various providers.
7. Property tax assessed values will increase by approximately 4% based on Oregon property tax laws and ownership turnover.
8. Appropriation amounts from the State's Community College Support Fund (CCSF) are based on the Department of Community Colleges and Workforce Development funding formula calculated distribution of an estimated \$800M 2023-2025 biennium state appropriation.
9. Timber Tax revenue will decrease by approximately \$100,000 from 2023-2024 levels based on a State Forester forecast of the timber harvest.
10. The 2024-2025 Beginning Fund balance shall be \$1.2 million.
11. The budget contains the ongoing repayment of funds leveraged from the Capital Depreciation and Maintenance fund for construction of the Partners for Rural Innovation building.
12. The budget contains capital construction projects for the renovation of the Center for Industrial Technology and the Healthcare Education Building.

Conclusion

Presentation of the FY2024-2025 Proposed Budget to the Budget Committee is scheduled for May. Adoption of the approved budget by the Board of Education is scheduled for the June Board meeting.

Acknowledgements

Preparation of a budget involves the entire College staff, the Board, and the Public Budget Committee. My sincere appreciation is expressed to all who have and will participate in the process and by so doing, contribute to the current and future success of Tillamook Bay Community College.

TBCC 2023-24 Financial Audit

RECOMMENDATION

ACTION ITEM – ACCEPT AND APPROVE FOR FILING AND DISTRIBUTION THE 2023 – 2024 ANNUAL AUDITED FINANCIAL REPORT

BACKGROUND INFORMATION CFO Shari Montazeri

Auditing standards require formal written communications between the auditor and the Board. A letter from the auditor is included on the following page.

CFO Montazeri will be prepared to present the Annual Financial Audit Report and address questions.

KENNETH KUHNS & CO.

Certified Public Accountants
570 Liberty Street S.E., Suite 210
Salem, Oregon 97301-3594

Telephone: (503) 585-2550

March 22, 2024

Board of Education
Tillamook Bay Community College
Tillamook, Oregon

We have audited the financial statements of Tillamook Bay Community College as of and for the year ended June 30, 2023, and have issued our report thereon dated March 22, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 19, 2023. Professional standards also require that we communicate to you the following information regarding significant audit findings related to our audit.

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Tillamook Bay Community College are described in Note 1 to the financial statements. During the 2022-23 year, Tillamook Bay Community College implemented Governmental Accounting Standards Board (GASB) Statement No. 96, *Subscription-Based Information Technology Arrangements*. We noted no transactions entered into by the College during the 2022-23 year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most significant estimate affecting the College's financial statements is the Net Pension Liability. The Net Pension Liability is an estimate of the College's proportionate share of the Public Employees Retirement System (PERS) Plan's unfunded portion of the total pension liability at a specific point in time. The unfunded portion will change from one year to the next and is based on assumptions about the probability of the occurrence of events far into the future. The amount was actuarially determined with management input. We evaluated the key factors and assumptions used to develop the College's proportionate share of the net pension liability in determining that it is reasonable in relation to the financial statements as a whole.

Certain financial statement disclosures may be particularly sensitive because of their significance to financial statement users. There were no significant sensitive financial statement disclosures for the 2022-23 year.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. There were significant corrections made to the College's financial records as a result of our audit procedures.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the independent auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated March 22, 2024.

Management Consultations with Other Independent Accountants

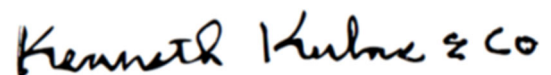
In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the College's financial statements or a determination of the type of independent auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the College's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

This information is intended solely for the use of the Board of Education and management of Tillamook Bay Community College and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,



Kenneth Kuhns & Co.

Information Only Items

RECOMMENDATION

INFORMATION ONLY

BACKGROUND INFORMATION----- Chair Bell

Strategic Plan Project/SAO Sharing

RECOMMENDATION
INFORMATION ONLY

BACKGROUND INFORMATION
..... EXECUTIVE DIRECTOR OF ADVANCEMENT AND TBCC FOUNDATION BRITTA LAWRENCE

As TBCC enters year two of our strategic plan, we will invite service areas/departments to report on the work they are doing to achieve their Service Area Outcomes (SAOs). This month, we'll hear from Executive Director of Advancement and the TBCC Foundation Britta Lawrence on how the Foundation supports TBCC students and the college.

Program Review: MIT/Welding

RECOMMENDATION

INFORMATION ONLY

BACKGROUND INFORMATIONSHERRY COOK

The MIT Program Review will be an overview into the Challenges, Opportunities, and Connections to Apprenticeship with a new vision to build upward mobility for Students and Apprentices at TBCC.

ASTBCC Report

RECOMMENDATION

INFORMATION ONLY

BACKGROUND INFORMATIONASTBCC PRESIDENT MITCHELL

The ASTBCC President Mitchell will update the Board on recent activities of ASTBCC.

Financial Report

RECOMMENDATION

INFORMATION ONLY

BACKGROUND INFORMATIONCFO Shari Montazeri

The report for the month of February 2024 is available for your review.

Agenda Item 5 Attachment XX
Tillamook Bay Community College
Unaudited Summary Financial Information
General Fund
Fiscal Year-to-Date, Ended February 2024
8 months of the fiscal year completed

2/29/2024

	FY 2022-2023			FY 2023-2024		
	Annual Budget	2/28/2023 Actual	Percentage of Budget	Annual Budget	2/29/2024 Actual	Percentage of Budget
Resources						
Beginning Fund Balance	\$1,800,000	\$1,755,414	97.52%	\$1,200,000	\$1,567,993	130.67%
State	\$3,066,186	\$1,663,013	54.24%	\$4,038,496	\$3,122,271	77.31%
Property Taxes	\$1,473,213	\$2,106,974	143.02%	\$1,565,146	\$1,440,437	92.03%
Local Contracts	\$40,640	\$28,712	70.65%	\$40,640	\$-	
Tuition	\$942,100	\$557,016	59.12%	\$939,000	\$680,831	72.51%
Fees	\$230,577	\$132,637	57.52%	\$226,277	\$219,149	96.85%
Interest	\$45,000	\$31,229	69.40%	\$360,000	\$185,224	51.45%
Other (sales of goods, rental, Misc.)	\$53,000	\$33,322	62.87%	\$50,700	\$9,228	18.20%
Transfers	\$774,816	\$4,304	0.56%	\$509,664		0.00%
Total resources	\$8,425,532	\$6,312,620	74.92%	\$8,929,923	\$7,225,133	80.91%
Expenditures						
Instruction	\$2,463,532	\$1,570,521	63.75%	\$2,400,453	\$1,161,239	48.38%
Instructional Support	\$757,033	\$417,739	55.18%	\$840,751	\$403,395	47.98%
Student Services	\$648,400	\$364,678	56.24%	\$845,364	\$445,149	52.66%
College Support	\$2,451,261	\$1,609,551	65.66%	\$2,622,255	\$1,540,652	58.75%
Plant Operation	\$455,629	\$277,788	60.97%	\$558,867	\$332,812	59.55%
Transfers	\$308,000	\$106,183	34.48%	\$320,556	116,816	36.44%
Contingency	\$141,677	0	0.00%	\$141,677	\$-	
Total expenditures	\$7,225,532	\$4,346,462	60.15%	\$7,729,923	\$4,000,064	51.75%
Ending fund balance	\$1,200,000	\$1,966,158		\$1,200,000	\$3,225,069	

President's Report

RECOMMENDATION

INFORMATION ONLY

BACKGROUND INFORMATIONPresident Jarrell

Report and Update:

- New Bookstore Vendor
 - Ambassador Education Solutions
- Building Construction
 - Health Education Building out to bid
 - 6 General Contractors chosen for select bids
 - Bids due April 26
 - Meeting with Fairgrounds March 25, 2024
- Employee Engagement Committee update
 - Employee Recognition program
 - Faculty of the Year
 - Staff of the Year
- Listening Session/Open Forum March 21
 - Payroll and Business Office functions
 - Academic Calendar
 - Lots of kudos
- Phlebotomy and Medical Assistant Recognition March 27, 2024
 - Clara Blaser, Jodi Richardson, Kaisa Larson
- Budget planning
 - Proposed Budget by April 23rd
 - Budget Committee
- Financial Audit Response plan
 - Business Office process review and documentation
 - NOW CFO
- Foundation Board meeting, March 12, 2024
 - Scholarships; Applications open until May 19
- 30 Days of Kindness
 - Employee participation
 - Prize winners
- First day of Spring term April 1 (April 1 – June 14)
- March OPC meeting, March 7, 2024
 - Executive Director Search, Interviews late April, early May
 - 2025-2027 Current Service Level (CSL) discussions; Policy Option Packages
 - HECC CC Fiscal Monitoring workgroup (report due 2025)
- HECC Commissioner visits
 - No date yet
- Legislative Wrap-up
 - See attached

Upcoming Dates:

- TBCC Open House: Saturday, April 13th, 2-5pm
- All Oregon Academic Team: April 19, 2024, Chemeketa Cellars
- New Staff Orientation – All about Budgets, April 25, 10am - noon
- Budget Committee meeting will be Tuesday, April 30, 2024, 5pm, Room 214/15
- The next Board meeting will be Monday, May 6, 2024, 5pm, Room 214/15
- Graduation: Friday June 14, 2024, Tillamook County Fairgrounds

Kudos:

- Lorie Lund and Events Committee
 - 30 Acts of Kindness Campaign
- James Gregory and Jamie Lamb
 - Business Office continuity
- Clara Blaser
 - Allied Health Recognition event
- Kellie McKeehan
 - Success Coach/Advising Leadership
- Jason Lawrence
 - Health Education Building construction oversight
- Sheryl Neu
 - Overall assistance with Jenzabar
- Kyra Williams
 - Assistance with payroll processing and systems improvement

2024

END OF SESSION LEGISLATIVE REPORT

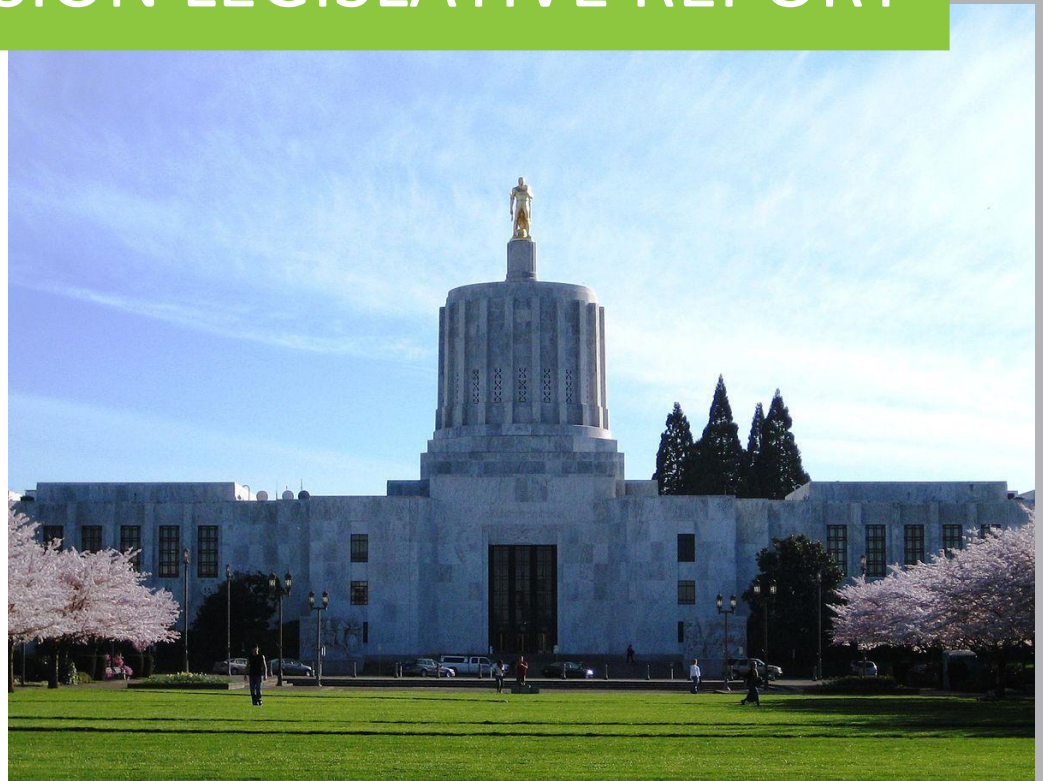


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This report was prepared by the staff at Oregon Community College Association (OCCA):

Karen Smith, *Interim Executive Director/Senior Policy Advisor & General Counsel*

John Wykoff, *Deputy Director*

Katie Archambault, *Director of Operations*

Casey White-Zollman, *Communications Director*

Elizabeth Cox Brand, *Student Success Center Director*

2024 Legislative Session Highlights

Session Overview

Legislators and the Governor entered the 2024 Legislative Session with relative bipartisan agreement about the major issues they hoped to address. This included housing, behavioral health and addiction along with making significant changes to Oregon’s experiment with drug decriminalization. With biennial budgets set during the longer odd numbered year sessions, legislators are typically hesitant to appropriate larger sums of money during the short “off-year” sessions. However, Legislators made significant investments in both housing and behavioral health and addiction services. The largest area of investment was housing with legislators allocating \$386 million to address Oregon’s housing shortage, though Governor Tina Kotek originally asked lawmakers for \$500 million.

OCCA went into the February Legislative Session with two legislative policy priorities – a legislatively-created work group to support and accelerate the adoption of corequisite education at Oregon community colleges, and a change to how decisions regarding the Oregon Opportunity Grant are made at the Higher Education Coordinating Commission (HECC). Both concepts passed as part of the Senate Education Omnibus Bill, SB 1552.

OCCA also supported two funding-related requests as part of a separate coalition related to student basic needs and Open Educational Resources (HB 4162) and one related to the semi-conductor workforce (HB 4154). Both bills passed out of the House Higher Education Committee and were subsequently referred to the Ways and Means committee but did not move forward from there.

Oregon Opportunity Grant (OOG)

OCCA worked with Senate Education Committee Chair Michael Dembrow and the HECC on legislation to bring greater accountability and transparency to the way policy decisions are

made to the Oregon Opportunity Grant – Oregon’s largest need-based financial aid program. Prior to the legislation, the director of the Office of Student Access and Completion had statutory authority to make most significant decisions related to the Oregon Opportunity Grant. This legislation requires the full Commission to conduct a public rulemaking process when significant changes to the Oregon Opportunity Grant are proposed.

Corequisite Workgroup

OCCA developed this legislation collaboratively with the HECC, Rep. Ricki Ruiz, and Sen. Michael Dembrow. The legislatively created workgroup will make recommendations to the Executive Director of the HECC for how best to support and accelerate the transition to a corequisite model to support students and ensure success in college-level courses.

Advocacy

OCCA provided community college board members, presidents, students, faculty, and staff with several tools, resources, and activities to connect with legislators and advocate for community college budget policy bills during the 2024 Legislative Session.

- **Direct Advocacy:** OCCA engaged in direct legislative advocacy before and during the Legislative Session. OCCA presented at several informational hearings regarding the Oregon Opportunity Grant and corequisite education. OCCA also engaged directly with advocacy partners including labor, students, and other sector partners.
- **Advocacy Toolkit:** OCCA created this online toolkit for college board members, advocates, and stakeholders to have a one-stop shop for advocacy tools. The toolkit – available on the OCCA website, as well as in Basecamp – included talking points and one-page information sheets for each legislative priority, social media guidelines, and other related documents helpful for those advocating on behalf of the colleges. OCCA continued to update the toolkit throughout the Session to keep it relevant for advocates.
- **One-Click Politics:** This is the new grassroots advocacy platform that OCCA utilizes to give college board members, presidents, staff, faculty, students, and other stakeholders and advocates an easy way to contact legislators about important issues. The platform allows users to contact legislators via email, video message, or phone. Because the 2024 Session was so short, OCCA conducted one campaign. The campaign – part of the Feb. 13 Community College Day of Action – generated 434 emails to legislators by 235 advocates and reached 71 legislators with consistent messaging.
- **CTE Month:** OCCA once again held a virtual CTE Month during National CTE Month in February to promote and highlight community college Career and Technical Education (CTE) programs. OCCA prefers to hold a CTE Day at the Capital, but due to ongoing construction at the statehouse, an in-person event was once again not possible in 2024. Using tools and guidance from OCCA, colleges instead promoted their programs on social media, highlighting different career pathway themes each week.

- **Day of Action:** OCCA hosted a Day of Action on Feb. 13, 2024, to encourage community college advocates to reach out to legislators regarding access to the Oregon Opportunity Grant for community college students. OCCA created flyers for the event and worked directly with colleges to encourage them to hold events on campus to promote sending messages to legislators through the Day of Action One-Click campaign. The event was successful, and several colleges met in-person at the Capitol with their legislators.
- **Weekly Legislative Calls:** OCCA hosted a Zoom call each Monday afternoon during the Legislative Session to update college board members, presidents, and other staff on the Session. Each call provided an update on what was happening at the Capital, a report on upcoming and recent bill hearings, and solicited colleges to advocate on certain issues or provide testimony. These calls were well-attended each week.
- **OCCA Digest:** Each week, the *OCCA Digest* e-newsletter provided subscribers with updates on the Session, calls to action for advocacy campaigns through One-Click Politics or other activities like the Day of Action, and a calendar of upcoming hearings. The *OCCA Digest* currently has nearly 700 subscribers, comprised primarily of college board members, presidents, and staff/faculty.
- **Campus Advocacy Coordinators (CACs):** OCCA led this team of advocacy leaders from institutions to help share consistent messages and advocacy activities throughout the Session. The CACs were critical liaisons between OCCA and the colleges related to legislative advocacy during the Session. Ahead of the Session, OCCA held a retreat for CACs in July 2023 to prepare for the Session.

Priority Bills*

(P) = Passed (DNP) = Did Not Pass

** For the short Session, OCCA staff used an equity tool developed recently by the OCCA Diversity, Equity, and Inclusion Committee as part of the process leading to recommended positions on proposed legislation.*

Campus Safety

(P) Sexual Misconduct Survey Council ([HB 4164](#)) – Removes the condition on reimbursement for expenses for nonlegislative members of the Sexual Misconduct Survey Council. This bill fixes issues raised by community colleges and universities around implementation of [HB 3456 \(2023\)](#). Most importantly, it extends the deadline for the Council to develop a survey to the start of the 2025-26 academic year. It clarifies that students enrolled at the institution within the last year must have an opportunity to respond to the survey but removes the requirement to offer it to students on leave of absence. In addition, the bill provides a process to waive the requirement to partner with

a local victim advocacy organization if not feasible and retains the requirement that an advocacy agency assist in developing training regarding sexual misconduct. The bill adds reporting requirements on the number of students or employees who reported sexual misconduct but did not pursue an investigation, and the number of ongoing investigations into an accusation of sexual misconduct. Effective on passage.

Required Implementation: Prepare for reporting required data to the Legislature, HECC, and the Director of Human Services by October 1, 2024. Reporting requirements are specified in Section 7 of HB 4164. Ensure training is conducted annually for students and employees consistent with requirements found in ORS 350.343. Develop policies and practices related to academic program requirements waivers; provide the contact information of college office charged with handling complaints; employ certified advocate (if applicable); and enter into and maintain a memorandum of understanding with a community based domestic and sexual violence advocacy agency (unless waiver obtained from HECC).

CTE/STEM

(DNP) Semiconductor Talent Sustaining Fund ([HB 4154](#)) – Establishes the Semiconductor Talent Sustaining Fund and subaccounts of the fund. This legislation had originally sought \$40 million in funding to support semiconductor workforce education and training with about \$15 million going directly to community colleges and public universities. The funds would be distributed by the HECC. While the legislation ultimately passed, it did not receive funding. This means a Semiconductor Talent Sustaining Fund will be set up at HECC that may receive private donations, federal funds, or state funds in the future.

(DNP) Behavioral Health Workforce ([SB 1592](#)) – Appropriates moneys from the General Fund to the HECC for distribution to certain institutions of higher education to expand the behavioral health workforce in Oregon. This legislation proposed \$6 million to go to five of the seven public universities to start or expand Master’s of Social Work programs (Portland State University, Southern Oregon University, Eastern Oregon University, and Oregon Institute of Technology). OCCA testified that this approach left out major portions of the behavioral health workforce pipeline, including community colleges. While this legislation did not move forward, \$4 million in funding for the five universities for the Master’s program was included in [HB 5204](#).

Education Policy

(P) Omnibus Education Policy ([SB 1552](#)) – This legislation was a committee bill from the Senate Education Committee which included 20 separate topics related to all sectors of public education. Many of the issues covered in the legislation are adjustments to existing policy though a few were new initiatives. The legislation contained two OCCA Session policy priorities: a corequisite education work group and changes to the Oregon Opportunity Grant decision-making process. This legislation includes an emergency clause and is effective on passage.

Section 9: Student Information

This section requires the Department of Education to develop a plan for the collection of course-level completion and grade data for all public-school students in grades 6 through 12. A report is due to the Legislature by September 15, 2024. OCCA supported this provision as it will positively impact community college use of multiple measures for placement, which utilizes high school GPA and grade in last math or writing course.

Section 11: Direct Admissions

This section directs the HECC to implement a direct admissions program for community colleges and universities. OCCA supported this policy.

Section 15: Oregon Opportunity Grant

The section changes authority for setting policy related to the Oregon Opportunity Grant from the Director of the Office of Student Access and Completion to the full HECC.

Section 28: Open Educational Resources Program

This section made technical changes to align statute related to Open Educational Resources (OERs).

Section 33: Corequisite Workgroup

This section establishes a work group to study evidence-based corequisite student support models, including models that use in-class tutoring, online learning labs, paired courses, and other aligned academic supports. Recommendations from the workgroup regarding steps and resources required for community colleges to transition from traditional prerequisite development education to evidence-based corequisite student support models are due to the HECC by December 15, 2024.

Section 35: Applied Baccalaureate Programs

This section directs the HECC to report, as part of its 2025 Ways and Means presentation, the following:

- The estimated impact of applied baccalaureate (AB) or BSN programs on the Community College Support Fund (CCSF)
- The approximate cost of funding AB and BSN programs
- Any recommendations the Commission may have for funding AB or BSN programs.

It further directs the HECC to begin reimbursing FTE for AB and BSN programs in the 2025-26 academic year.

Section 39: Faculty Health Care Benefits

This provision clarifies that part-time faculty who work, not just teach, at an institution may be eligible for health care benefits. Expands the types and duration of work that a part-time faculty member may do at a public institution of higher education in order to select it as their home institution for purposes of receiving health care benefits. **Required Implementation:** Ensure institutional eligibility requirements for SB 551 part-time faculty health benefits are consistent with this change.

Section 43: Transfer Council Sub-Committee Meetings

Subcommittees of the Transfer Council that relate to the common course numbering system and the coordination, establishment, alignment, effectiveness and maintenance of Major Transfer Maps (MTMs) no longer must be public meetings. This will help ease some workload issues for HECC staff. Effective on passage.

Elections

(P) Voter Registration ([SB 1577](#)) – Extends automatic voter registration to applicants for admission to public institutions of higher education. As proposed, this legislation would have required colleges and universities to provide contact information for all applicants who were U.S. citizens for the purpose of automatic voter registration. OCCA informed legislators, along with other higher education stakeholders, that providing such information would violate the Federal Education Right to Privacy Act (FERPA). The bill was amended to be a study of possible ways to expand the state’s automatic voter registration program.

(P) Artificial Intelligence in Campaigns ([SB 1571](#)) – Requires a disclosure of the use of artificial intelligence synthetic media in campaign communications. Defines “synthetic media” and sets a reasonable person standard. Applies to candidate and measure

campaign communications. This measure gives the Secretary of State authority to enforce violations of this new required disclosure. Allows the circuit court to impose a civil penalty of not more than \$10,000 for any violation of this requirement. Effective on passage.

Financial Aid

(DNP) Oregon Promise Pandemic Waiver ([SB 1551](#)) – Waives the requirement that an otherwise eligible Oregon Promise Grant recipient must have completed high school within six months of enrolling in certain community college courses for those individuals who completed high school or its equivalent in 2020 or 2021 during a specified period. This legislation was intended to extend the Oregon Promise to students who were leaving high school during the pandemic and did not apply for the Oregon Promise within six months of graduating from high school as the program requires. OCCA supported the legislation though it ultimately did not pass largely due to the potentially significant fiscal impact of the expansion.

(P) HECC College Access & Success Grant Program ([HB 4163](#)) – Requires the HECC to establish a grant program for the purpose of supporting organizations to expand the scope and community reach of college access and success programs. OCCA supported this legislation, which originally had \$5 million for community college access and success programs. The legislature did not allocate funding for the program, but the legislation creates a fund at the HECC that may receive private donations or state or federal funds in the future.

Operations

(P) Public Meetings Law Advice ([HB 4117](#)) -- Authorizes the Oregon Government Ethics Commission (OGEC) to issue advisory opinions on the application of the public meetings law to actual or hypothetical circumstances. With OGEC's expanded authority to enforce all aspects of Oregon Public Meetings Law, this bill gives the Commission authority to provide written and oral advice in the same manner OGEC does for ethics law related questions. Effective on passage.

(P) Public Meeting Livestreaming & Recordings ([SB 1502](#)) – Requires school districts, education service districts, community college districts and public universities to make video recordings of governing body meetings or, if the public body's facilities lack broadband Internet access, to make audio recordings, and to post the video or audio recordings, as applicable, of the meetings on their official public body websites or social

media sites. Excludes executive sessions and does not apply to school districts with less than 50 students. As initially proposed this bill would have required boards to livestream meetings. After OCCA raised concerns about livestreaming, the bill was amended to require only the making and posting of a video recording after meetings. Audio recordings are permitted if broadband internet access is lacking. Applies to any meetings of the board except executive sessions. The bill does not specify how long a recording must be posted or retained.

Required Implementation: Effective January 1, 2025, community colleges must make video recordings of board meetings and post the videos within seven (7) days of the meetings on the college's website or social media site.

(P) Recreational Immunity Public Land Access ([SB 1576](#)) – Modifies provisions relating to recreational immunity and makes some of the changes temporary. An amendment was added to this bill to address a recent court case involving recreational activities on land open to public access. OCCA joined other state and local governments in support of this amendment and submitted written testimony. This is a temporary fix to ensure that public access for recreational activities remains open until the Legislature can address it further in the 2025 session. Effective on passage.

Student Services

(P) Home & Small Center Child Care Fund ([HB 4158](#)) – Establishes the Home and Small Center Child Care Fund. Directs the Oregon Business Development Department to administer a grant program to provide financial assistance to child care facilities that serve a maximum of 75 children for the purpose of establishing or expanding child care infrastructure. This legislation provides \$4.5 million to the Oregon Business Development Department to expand child care services at small providers as well as \$500,000 to the Department of Early Learning and Care for technical support.

Student Success

(DNP) Open Educational Resources & Basic Needs Funding ([HB 4162](#)) – Appropriates moneys to the HECC for the purpose of carrying out Oregon's Open Educational Resources (OER) Program. Appropriates moneys to the HECC for the purpose of the establishment and awarding of grants for basic needs programming at public institutions of higher education. This was the key legislative item for the Oregon Student Association for the

Session. In the end, legislators did not feel the funding requested in the bill met the measure for one-time funding as student basic needs is a much larger, persistent issue.

Questions

Please do not hesitate to contact OCCA Deputy Director John Wykoff at jwykoff@occa17.com or 503-399-9912 if you have any questions about the 2024 Legislative Session and the bills OCCA tracked.

Board Member Discussion Items

RECOMMENDATION
INFORMATION ONLY

BACKGROUND INFORMATION.....Chair Bell

Adjournment

RECOMMENDATION

ACTION ITEM

BACKGROUND INFORMATION..... (Action) Chair Bell

MOTION TO ADJOURN THE MEETING