



Board of Education Meeting Agenda

Date: Monday, October 12, 2026

TBCC Board Meeting AHS Building-Boardroom #205 Hybrid 5:00pm –7:00pm

<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 September 14,2026 Meeting Minutes	
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.	Information-Only Items (Board members may request any item be placed on the discussion agenda)	
	a. Construction Report	Exec Director J. Lawrence
	b. Financial Report	CFO Soules
	c. President's Report	President Jarrell
	d. ASTBCC Report	ASTBCC President
5.	New Business and/or focused policy discussions	
	a. 2027-2028 Budget Development Timeline	CFO Soules
	b. Board Goals 2026-2027 (ACTION)	Chair Bell
	c. Inclusive Language at TBCC	Angelica Ortiz & Maiko Oloarte
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 OCTOBER MEETING.

Items for approval:

- a. Approval of Agenda for the October meeting
- b. Approval of September 14, 2026 Meeting Minutes

Approval of the Agenda

RECOMMENDATION

MOTION TO APPROVE THE AGENDA FOR THE OCTOBER MEETING

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7.	Adjournment	(Action) Chair Bell



Board of Education – September 14, 2026, Minutes

Monday, September 14, 2026, at 5:00 PM

Tillamook Bay Community College – AHS Building Boardroom

Board Member Attendance: Mary Faith Bell, Betsy McMahon, Marilyn Roossinck, Pat Ryan, Suzanne Weber, Romy Carver

TBCC Staff Attendance: President Jarrell, VP Weissenfluh, VP Hanson, CFO Soules, Exec Dir B. Lawrence, Exec Dir J. Lawrence, Director McCarley, Exec Asst Lund, Exec Dir Neu, Gary Bond,

Guest: Shalynn Lane

1. Call to Order/Acknowledge Guests

Chair Bell called the meeting to order at 5:02pm

2. Consent Agenda

Chair Bell (Action)

2.1 Approval of Agenda

The board approved a revised agenda that included adding board officer elections and removing an Inclusive Language Presentation that had scheduling conflicts.

2.2 Approval of June 8, 2026, Meeting Minutes

Motion to approve Consent Agenda

Pat Ryan made a motion to approve the September Agenda with the revisions. Betsy McMahon seconded the motion. **Yes:** Betsy McMahon, Pat Ryan, Mary Faith Bell, Romy Carver, Marilyn Roossinck, Suzanne Weber **Carried 6-0**

3. Invitation for Public Comment

Chair Bell

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4. New Business

4.1 Board Committee Assignments (ACTION)

Following discussion, the Board agreed to maintain the current leadership structure and committee liaison assignments. The following appointments were recommended:

- Mary Faith Bell to remain Board Chair
- Betsy McMahon to remain Vice Chair
- Betsy McMahon to continue serving as an OCCA Liaison
- Pat Ryan to be appointed as an additional OCCA Liaison
- Marilyn Roossinck to continue serving as the TBCC Foundation Board Liaison

Pat Ryan moved to re-elect Mary Faith Bell as Board Chair; re-elect Betsy McMahon as Vice Chair; appoint Pat Ryan as an OCCA Liaison; and retain Marilyn Roossinck as the TBCC Foundation Board Liaison.

Second: Betsy McMahon

Vote:

Yes: Pat Ryan, Mary Faith Bell, Betsy McMahon, Marilyn Roossinck, Romy Carver, Suzanne Weber

Result: Motion carried unanimously, 6-0.

4.2 Board Retreat Planning

President Jarrell shared a proposed draft Board Retreat Agenda with the board. President Jarrell ended the conversation letting the board know that some topics will be reviewing Paul's Evaluation, discussing 2025-26 board goals and addressing future goals.

4.3 Enrollment Update

Director McCarley shared a Power Point presentation with the board. Director McCarley presented an annual enrollment snapshot showing significant growth, with the college exceeding 600 FTE for the first time in modern history at 628 students. The presentation highlighted an 18% increase in community education courses and an 11% increase in lower division courses, while noting concerning demographic trends including a 28% decrease in male transfer students and a notable drop in Hispanic Latino students, particularly among transfer majors. The dual enrollment program showed a slight decrease to 375 high school students, though new opportunities with updated high school leadership may help reverse this trend. She answered all the board's questions.

4.4 Legislative and Policy Update

President Jarrell discussed concerns about House Bill 4124, a \$2 million study examining Oregon's higher education system that could lead to recommendations for greater collaboration and efficiency among institutions. He expressed skepticism about the study's sincerity and potential impact on small rural colleges like Tillamook Bay Community College, arguing that the

importance of local-based education to community vibrancy is often overlooked in such large-scale assessments.

The discussion then shifted to funding challenges, where President Jarrell explained that while the community college support fund has increased to \$854 million for the current biennium, it remains below service level estimates and doesn't keep pace with inflation or labor costs. President Jarrell mentioned responding in writing to the study's preliminary draft and planned to share their detailed response with the board at the next meeting.

4.5 Organizational, Legal, and Financial Designations (ACTION)

CFO Soules let the board know that there was only one change this time around and that was adding credit card authorization for Executive Assistant, Lorie Lund.

Betsy McMahon made a motion to approve credit card authorizations for Executive Assist, Lorie Lund. Suzanne Weber seconded the motion.

Yes: Betsy McMahon, Pat Ryan, Mary Faith Bell, Romy Carver, Marilyn Roosinck, Suzanne Weber **Carried 6-0**

4.6 Authorization for Additional Check Signer and removal of Check Signer

No Action required at this time.

5. Information Only Items

Board members may request any item be placed on the discussion agenda.

5.1 ASTBCC Report

Shalynn Lane presented her report as the new ASTBC president, outlining plans for voter education initiatives and student engagement through improved visibility and feedback systems. The board discussed moving ASTBC reports earlier in the agenda to increase participation and explored potential budgeting processes for student government, noting that other schools provide tuition credits for officers.

5.2 Financial Report

The Financial Report was included in the Board packet. Dave walked the board through his report and answered all questions. There were no questions

5.3 Construction Update

Jason provided construction updates, reporting that the CIT building move was complete and ready for fall term, with focus now shifting to the SLS building remodel starting with student-oriented services.

5.4 President's Report

President Jarrell referred the Board to his written report included in the board packet and highlighted notable achievements, upcoming events and deadlines, and kudos and recognition.

6. Board Member Discussion Items

Board members shared personal updates and events of significance with one another.

7. Adjournment

Chair Bell Adjourned the meeting at 6:51pm

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

Information Only Items

RECOMMENDATION

INFORMATION ONLY

BACKGROUND INFORMATION ----- Chair Bell

Construction Update

RECOMMENDATION
INFORMATION ONLY

BACKGROUND INFORMATION..... EXECUTIVE DIRECTOR JASON LAWRENCE

OUR EXECUTIVE DIRECTOR, JASON LAWRENCE, WILL PROVIDE AN UPDATE ON THE CONSTRUCTION PROJECT UPDATE.

Financial Report

RECOMMENDATION

INFORMATION ONLY

BACKGROUND INFORMATION CFO Soules

An update on the financial statements will be provided verbally at the meeting.

Agenda Item 5

Tillamook Bay Community College

Unaudited Summary Financial Information

General Fund

Fiscal Year-to-Date, Ended August 2026

16.67% of fiscal year completed

8/31/2026

	FY 2025-2026			FY 2026-2027		
	Annual Budget	8/31/2025	% of Budget	Annual Budget	8/31/2026	% of Budget
Resources						
Beginning Fund Balance	\$1,650,000	\$2,143,698	129.92%	\$1,300,000	\$1,300,000	100.00%
State	\$4,650,000	\$1,215,463	26.14%	\$4,964,667	\$1,271,055	25.60%
Property Taxes	\$1,625,000	\$0	0.00%	\$1,775,000	\$16,811	0.95%
Local Contracts	\$0	\$0	0.00%	\$80,000	\$0	0.00%
Tuition	\$1,115,000	\$133,036	11.93%	\$1,365,000	\$0	0.00%
Fees	\$300,000	\$48,970	16.32%	\$429,000	\$6,508	1.52%
Other Course Fees	\$120,000	\$18,705	0.00%	\$145,000	\$0	0.00%
Interest	\$120,000	\$18,105	15.09%	\$130,000	\$14,999	11.54%
Other (sales of goods, rental, Misc.)	\$2,500	\$413	16.52%	\$35,000	\$992	2.83%
Transfers	\$499,532	\$14,530	2.91%	\$344,500	\$11,667	3.39%
Total resources	\$10,082,032	\$3,592,920	36%	\$10,568,167	\$2,622,032	24.81%
Expenditures						
Instruction	\$2,839,643	\$115,037	4.05%	\$3,200,848	\$242,287	7.57%
Instructional Support	\$1,051,115	\$88,058	8.38%	\$902,981	\$76,458	8.47%
Student Services	\$1,099,928	\$90,192	8.20%	\$1,070,794	\$94,605	8.84%
College Support	\$2,655,961	\$330,068	12.43%	\$2,562,006	\$195,286	7.62%
Plant Operation	\$1,007,444	\$197,562	19.61%	\$998,155	\$279,644	28.02%
Transfers	\$365,000	\$227,337	62.28%	\$443,500	\$0	0.00%
Contingency	\$262,941	\$0	0.00%	\$89,882	\$0	0.00%
Total expenditures	\$9,282,032	\$1,048,254	11.29%	\$9,268,166	\$888,280	9.58%
Ending fund balance	\$800,000	\$2,544,666		\$1,300,000	\$1,733,752	

President's Report

RECOMMENDATION

INFORMATION ONLY

BACKGROUND INFORMATION..... President Jarrell

Enrollment and Student Access

- Fall term began September 21, and it has been a great start. It's energizing to see our new Administration and Health Sciences Building and Center for Industrial Technology full of students in their first full term of use.
- Early fall enrollment is running about 2% below last fall. That number will move, since not all dual credit enrollment has been reported yet, and I'll share a fuller picture at the November meeting. For context, TBCC closed 2025–2026 with a final reimbursable FTE of 638.
- To expand access for working learners and families, TBCC is now open on Saturdays from 9:00 AM to 3:00 PM, offering student services, classes, and academic support.

Fall Conference Recap: OneTBCC

- Fall Conference and In-Service took place September 14–16 in the Administration and Health Sciences Building, built around our OneTBCC theme: one college, shared purpose, learner at the center.
- The three mornings followed a deliberate arc – Where We Stand, What We Can Do, and Where We're Headed – moving from an honest look at the college today, to the tools and practices that help us serve learners, to a shared direction for the year ahead.
- I led an all-employee session, "You Said, We Heard, We're Doing," sharing themes from the Employee Engagement Survey and listening sessions and the concrete steps we're taking in response.
- We also opened a college-wide conversation about TBCC's institutional identity as we grow into a true multi-building campus. This is the beginning of an inclusive process, and employee and community input will come before any decisions.
- Thank you to everyone who planned, presented, and showed up ready to engage. It was a wonderful way to begin the year.

Employee Engagement: Listening Sessions and Follow-Up

- Following the 2026 Employee Engagement Survey, I've held listening sessions with employee groups across the college, and we're now scheduling sessions with full-time and adjunct faculty.
- Our follow-up is focused on the themes employees raised most: clear and regular communication, visible follow-through on input, and consistent one-on-one and supervisory practices across the college.
- We're continuing a "you said, we did" approach through the Office of the President's internal site and public page so employees can see how their input turns into action.
- I also shared a note with all employees about a young family who came in to enroll in our GED program – a simple reminder of why our work matters and who we're here to serve.

Cultural Appreciation Night and Our HSI Commitment

- On October 2, TBCC hosted its third annual Cultural Appreciation Night in celebration of Hispanic Heritage Month, featuring guest speaker Dr. Martín Alberto Gonzalez of Portland State University.
- Attendance has grown every year since the event began, and that growth reflects the leadership and heart of Angelica Ortiz, who has led it from the very start. Thank you, Angelica.
- As a growing Hispanic-Serving Institution, TBCC is committed to making sure our Spanish-speaking community feels every bit as welcome at the college as anyone else, in our classrooms, our services, and our events.

Career Pathways and Industrial Technology

- TBCC is developing a Programmable Logic Controls / Industrial Automation Integrated Education and Training (IET) program that pairs career-technical coursework with basic skills support for learners coming from our GED, ABE, and ESOL programs in College and Career Foundations.
- The program builds on our existing Manufacturing Technician – Electrical and Certified Production Technician certificates within the Manufacturing and Industrial Technology AAS, rather than creating a new program from scratch.
- The Oregon IET Planning and Approval Form was submitted to HECC on September 18. We plan to pilot the IET model in Winter and Spring 2027, with the first full cohort beginning Fall 2027.
- Career Pathways grant funds will support new motor control and PLC troubleshooting equipment, simulator software, and Spanish-language curriculum, all aligned with the Allen-Bradley PLC trainers we already use in the Center for Industrial Technology.
- Thank you to Michael Weissenfluh, Angelica Ortiz, and Clif Perkins for their collaboration in bringing this together.
- TBCC also contributed to the Oregon Community College Association's statewide messaging on career and technical education, highlighting our CNC machining and robotic welding capacity and our Rural Guided Pathways work.

Regional Workforce Partnerships

- On September 30, I attended the Northwest Regional Workforce Luncheon, which brought together business and industry leaders, state legislators, and representatives from K-12 and higher education.
- These conversations help keep TBCC's programs connected to what regional employers need and remind our partners that the college is ready to help build the North Coast workforce.

Governance and Decision-Making

- We continue refining our local decision-making process to align with the new NWCCU standards.
- A key part of this work is being clear about two distinct pathways. The governance pathway is for policy and college-wide direction: College Council serves as the primary hub for broad input, and recommendations move to the President and, when policy is involved, to the Board.
- The operational pathway is for day-to-day decisions: the President, through Executive Cabinet and supervisors, makes and carries out decisions, seeking input from the people most affected. Knowing which pathway a decision belongs in helps everyone understand how to be heard and who is accountable.

- I met with the Equity Committee to talk about its role within this framework, including how it connects to College Council and how it can best support equitable outcomes for learners and employees.
- This work supports clearer, more inclusive, and more accountable decision-making as we prepare for our NWCCU review.

Statewide and Federal Updates

- HB 4124 Postsecondary Study: HECC released its preliminary report on the HB 4124 revitalization study, including Phase 1 findings from EY-Parthenon. The preliminary report does not include recommendations yet; those are expected later in the study. The study is organized around five workgroups, and I serve on two of them, which gives TBCC a direct voice in making sure the needs of small, rural, locally governed colleges are well understood.
- Federal litigation: TBCC, along with Oregon's other community college boards, is named in the federal lawsuit challenging Oregon's in-state tuition and financial aid policies. We are working with counsel and statewide partners and will keep the Board informed.
- Budget outlook: TBCC relies more heavily on state support than any other Oregon community college. We are planning the 2027–2028 budget on flat state revenue and will bring a balanced proposed budget to the Budget Committee in April 2027.

October Observances

Hispanic Heritage Month – through October 15

- National Hispanic Heritage Month (September 15 – October 15) honors the histories, cultures, and contributions of Hispanic and Latino communities, including the many families who are part of TBCC and Tillamook County.

Indigenous Peoples' Day – October 12

- Indigenous Peoples' Day recognizes the history, cultures, and resilience of Native peoples, including the Tillamook people whose homelands include the place our college calls home.

Domestic Violence Awareness Month

- We're grateful for our local partner Tides of Change, which serves survivors of domestic and gender-based violence in Tillamook County and is hosting awareness events this month, including one on our campus.

National Disability Employment Awareness Month

- This month celebrates the contributions of workers with disabilities and reaffirms our commitment to accessible education and employment.

Cybersecurity Awareness Month

- A reminder that cybersecurity is everyone's responsibility, and simple steps make a big difference.

Upcoming Dates

- **Hispanic Heritage Month concludes** – October 15
- **Mildred Davy Memorial Scholarship Awards Banquet** – October 16
- **Next Regular TBCC Board Meeting** – November 9
- **Veterans Day – College Closed** – November 11

Kudos

- **Angel Cavanaugh, Angelica Ortiz, Maiko Oloarte, and Adriana Contreras** for organizing such a wonderful Hispanic Heritage Month Cultural Appreciation Night.
- **Lorie Lund** for her help with the Mildred Davy Memorial Scholarship Awards Banquet.
- **Mia Gibson and Erin McCarley** for leading College Council as Chair and Vice Chair.

ASTBCC Report

RECOMMENDATION
INFORMATION ONLY

BACKGROUND INFORMATIONASTBCC PRESIDENT

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

NEW BUSINESS AND/OR FOCUSED POLICY DISCUSSIONS

RECOMMENDATION

BACKGROUND INFORMATION ----- Chair Bell

2027-2028 Budget Development Timeline

RECOMMENDATION

INFORMATION

BACKGROUND INFORMATION ----- President Jarrell/ CFO Soules

The following is our tentative timeline for development of the FY 2027/2028 Budget. Regular updates on progress will be given during regularly scheduled Board of Education meetings.

FY 2027 – 2028 Budget Development Timeline

October 2026

- Present Budget Development Timeline to the Board of Education

November 2026

- New position requests solicited from TBCC Managers

December 2026

- Leadership Team reviews and prioritizes new position requests
- FY 2025/2026 Audit complete

January 2027

- FY 2027/2028 Campus-wide Budget Forum
- FY 2027/2028 Budget assumptions determined by Leadership Team
- College Council discussion of new position requests and FY 2027/2028 budget assumptions
- FY 2025/2026 Audit presented to the Board of Education

February 2027

- FY 2025/2026 Audit uploaded to appropriate places
- Budget Committee members confirmed by Board of Education
- FY 2027/2028 Budget Assumptions and Guidelines presented to Board

March 2027

- Board sets FY 2027-2028 Tuition and Fees
- FY 2027/2028 Campus-wide Budget Forum #2

April 2027

- Deadline for Business Office completion of FY 2027/2028 Proposed Budget
- Publish Public Notice of Budget Committee meeting

April 26 (week of)

- First Budget Committee meeting to review FY 2027/2028 Proposed Budget
 - o Budget Committee “approves” FY 2027/2028 Proposed Budget

May 2027

- Second Budget Committee meeting (if necessary)
- Preparation of “Approved” Budget

June 2027

June 14

- Budget Hearing – receive public testimony
 - o Notice of Budget Hearing with Budget Summary
- Board enacts resolution to
 - o formally adopt FY 2027/2028 budget
 - o make appropriations
 - o levy and categorize taxes

June 15 – June 30

- Special Board meeting (if necessary)

July 2027

July 15 Deadline

- Notice of levy and resolutions to County Assessor’s Office
- Filing of Board Adopted FY 2027/2028 Budget with County Clerk

2026-2027 Board Goals

RECOMMENDATION

ACTION ITEM

BACKGROUND INFORMATION Chair Bell

The board goals for 2026-2027 have been updated based on the discussions at the October board retreat and meeting.

Inclusive Language at TBCC

RECOMMENDATION

ACTION ITEM

BACKGROUND INFORMATION Anglica Ortiz & Maiko Oloarte

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