



# Board of Education Meeting Agenda

**Date:** Wednesday, June 4, 2025

**Budget Hearing:** Special Board Meeting for Budget Hearings - Rooms 214/215 Hybrid 5:00-5:30pm

- A1. Call to Order .....Chair Bell
- B1. Approval of the Budget Hearing Agenda .....(ACTION) Chair Bell
- C1. Public Hearing on 2025-2026 Budget ..... CFO Montazeri
- D1. Adjournment .....(ACTION) Chair Bell

**TBCC Board Meeting** Rooms 214/215 Hybrid 5:30-7:00pm

- | <b><u>Item</u></b> | <b><u>Description</u></b>  | <b><u>Resource</u></b>   |
|--------------------|--|--------------------------|
| 1.                 | <b>Call to Order • Acknowledge Guests</b> -----  | Chair Bell               |
| 2.                 | <b>Consent Agenda</b> -----  | (ACTION) Chair Bell      |
|                    | a. Approval of Agenda  |                          |
|                    | b. Approval of May 7, 2025 Meeting Minutes   |                          |
|                    | c. Approval of May 23, 2025 Special Board Meeting Minutes  |                          |
|                    | d. Personnel Report.....   | Senior Manager Poklikuha |
| 3.                 | <b>Invitation for Public Comment</b> -----   | 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.                 | <b>New Business and/or Focused Policy Discussions</b>  |                          |
|                    | a. Adoption of Budget and Resolution Authorization.....(ACTION) CFO Montazeri  |                          |
|                    | i. Resolution 1: Adopting the 2025-2026 Budget   |                          |
|                    | ii. Resolution 2: Making Appropriations  |                          |
|                    | iii. Resolution 3: Imposing and Categorizing Taxes   |                          |
|                    | b. Budget Appendices (FY 2025-2026)..... (ACTION) CFO Montazeri  |                          |
|                    | i. A-1: 2025-2026 Non-Faculty Salary Grades  |                          |
|                    | ii. A-2: 2025-2026 Staff Salary Schedule   |                          |
|                    | iii. B-1: 2025-2026 Summary of Employee Benefits   |                          |
|                    | iv. C-1: 2025-2026 Regular Faculty Salary Schedule   |                          |
|                    | v. C-3: 2025-2026 Non-Regular Faculty and Instructional Services Pay   |                          |
|                    | c. BP 3720 Computer and Network Use (2nd Reading) .....(ACTION) President Jarrell  |                          |
| 5.                 | <b>Information-Only Items (Board members may request any item be placed on the discussion agenda)</b>  |                          |
|                    | a. ASTBCC Report ..... ASTBCC President  |                          |
|                    | b. Construction Update ..... Executive Director J. Lawrence  |                          |
|                    | c. Financial Report ..... CFO Montazeri  |                          |
|                    | d. President's Report ..... President Jarrell  |                          |
| 6.                 | <b>Board Member Discussion Items</b> -----   | Chair Bell               |
| 7.                 | <b>Adjournment</b> -----   | (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 Budget Hearing Agenda

### RECOMMENDATION

ACTION ITEM

**BACKGROUND INFORMATION** -----(Action) Chair Bell

A1. Call to Order .....Chair Bell  
B1. Approval of the Budget Hearing Agenda .....(ACTION) Chair Bell  
C1. Public Hearing on 2025-2026 Budget ..... CFO Montazeri  
D1. Adjournment .....(ACTION) Chair Bell

## Public Hearing on 2025-2026 Budget

### **RECOMMENDATION**

HOLD PUBLIC HEARING ON THE 2025-2026 BUDGET

### **BACKGROUND INFORMATION** ..... CFO Montazeri

No changes have been made to the budget since we received budget committee approval on April 30, 2025.

The budget committee approved TBCC's permanent tax rate as well as property tax levies for both the 2016 GO bond indebtedness and 2023 GO bond indebtedness. The resolutions the Board will be asked to approve will include the permanent tax rate and current bonded indebtedness for both bond issues.

The property tax levies to be certified with the Tillamook County Assessor's office include levies for both 2016 and 2023 bond issues for the 2025-2026 fiscal year.

Local Budget Law allows for budget increases after adoption without limitation on amount. After budget adoption, budget increases of over 10% in any fund require that we publish a supplemental budget hearing notice and hold a public hearing prior to adopting a supplemental budget.

## Adjournment

**RECOMMENDATION**  
ACTION ITEM

**BACKGROUND INFORMATION**..... (Action) Chair Bell  
MOTION TO ADJOURN THE PUBLIC BUDGET HEARING.

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 JUNE MEETING.

Items for approval:

- a. Approval of the Agenda for the September meeting
- b. Approval of May 7, 2025 Meeting Minutes
- c. Approval of May 23, 2025 Special Board Meeting Minutes
- d. Approval of the Personnel Report

## Approval of the Agenda

### RECOMMENDATION

MOTION TO APPROVE THE AGENDA FOR THE JUNE MEETING

## Board of Education Meeting Agenda

### Board of Education Meeting Agenda

Date: Wednesday, June 4, 2025

**Budget Hearing:** Special Board Meeting for Budget Hearings – Hybrid meeting – 5:00 - 5:30pm

- A1. Call to Order .....Chair Bell
- B1. Approval of the Budget Hearing Agenda .....(ACTION) Chair Bell
- C1. Public Hearing on 2025-2026 Budget ..... CFO Montazeri
- D1. Adjournment .....(ACTION) Chair Bell

**TBCC Board Meeting** Rooms 214/215 Hybrid 5:30 - 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 May 7, 2025 Meeting Minutes   |                                |
|             | c. Approval of May 23, 2025 Special Board Meeting Minutes  |                                |
|             | d. Personnel Report.....   | Senior Manager 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. Adoption of Budget and Resolution Authorization.....  | (ACTION) CFO Montazeri         |
|             | i. Adopting the 2025-2026 Budget   |                                |
|             | ii. Making Appropriations  |                                |
|             | iii. Imposing and Categorizing Taxes   |                                |
|             | b. Budget Appendices (2025-2026).....  | (ACTION) CFO Montazeri         |
|             | i. A-1: 2025-2026 Non-Faculty Salary Grades  |                                |
|             | ii. A-2: 2025-2026 Staff Salary Schedule   |                                |
|             | iii. B-1: 2025-2026 Summary of Employee Benefits   |                                |
|             | iv. C-1: 2025-2026 Regular Faculty Salary Schedule   |                                |
|             | v. C-3: 2025-2026 Non-Regular Faculty and Instructional Services Pay   |                                |
|             | c. BP 3720 Computer and Network Use (2nd Reading) .....  | (ACTION) President Jarrell     |
| 5.          | Information-Only Items (Board members may request any item be placed on the discussion agenda)   |                                |
|             | a. ASTBCC Report .....   | ASTBCC President               |
|             | b. Construction Update .....   | Executive Director J. Lawrence |
|             | c. Financial Report .....  | CFO Montazeri                  |
|             | d. President's Report .....  | President Jarrell              |
| 6.          | Board Member Discussion Items -----  | Chair Bell                     |
| 7.          | Adjournment -----  | (Action) Chair Bell            |



## May 7, 2025 Board of Education Meeting Minutes

**Date:** Wednesday, May 7, 2025

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

**Members in Attendance:** Andrea Goss, Mary Faith Bell, Betsy McMahon, Tamra Perman, Mary Jones, Shannon Hoff, Suzanne Weber

**Members Not in Attendance:**

**TBCC Staff in Attendance:** President Jarrell, VPSS Hanson, IVPI Williams, Director McCarley, HR Sr Manager Poklikuha, Executive Director Neu, Faculty Instructor Mayle, Executive Director J. Lawrence, Faculty Instructor Dr. Tripp, Dean White, Healthcare Program Coordinator Sommers, Dean Slover, Interim Dean of Instruction Weissenfluh

**Guests:** OCCA Executive Director Abby Lee, ASTBCC President Collinsworth, ASTBCC Vice President Velazquez Villa

### **Item    Description**

### **Resource**

**Call to Order • Acknowledge Guests** ..... **Chair Bell**  
The meeting was called to order at 5:07pm.

**Consent Agenda**..... **(Action) Chair Bell**

### **Approval of Agenda (Agenda Item 2.a):**

There were no changes to the agenda for May 7, 2025

### **Approval of April 2, 2025, Meeting Minutes (Agenda Item 2.b)**

There was a correction to the minutes from April 2, 2025 meeting minutes. The financial report was given by CFO Montazeri, not President Jarrell.

### **Personnel Report (Agenda Item 2.c) .....HR Sr Manager Poklikuha**

The Personnel Report was included in the board packet. Human Resources Senior Manager Poklikuha provided a verbal update. She reported that the finalist for the Vice President of Instruction position, April Parsons, has withdrawn from the recruitment process. As a result, the recruitment has been placed on hold until further progress is made in the Dean of Instruction search. The hiring committee has reviewed applications for the Dean of Instruction position and has selected three candidates to invite for interviews.

Poklikuha also reported that the Full-Time Math Faculty position has closed, with over 30 applications received. The hiring committee is currently reviewing applicants to determine interview candidates. The Full-Time Education Faculty position has been placed on hold pending curriculum development.

### **Additional Agenda Items** ..... **Chair Bell**

There were no additional agenda items.

Board Member Goss motioned to approve the Consent Agenda. Board Member Jones seconded the motion with the corrections to the previous month's minutes. Ayes – Bell, Goss, Hoff, Jones, McMahon, Perman, Weber. Absent – None. Nays – None. **The motion carried.**

**Invitation for Public Comment (Agenda Item 3) ..... Chair Bell**  
There was no public comment.

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

**Executive Director Abby Lee, OCCA Update (Agenda Item 4.a) ..... President Jarrell**  
President Jarrell introduced Abby Lee, Executive Director of the Oregon Community College Association (OCCA), noting she has served in the role for just over a year. He provided a brief overview of her background and work in the community college system. Lee is visiting all 17 Oregon community colleges to better understand each institution and to share insights with legislators.

Lee expressed enthusiasm about the impact the new Healthcare Education Building will have on the TBCC campus and noted her appreciation for community college boards and rural campuses. She provided an overview of the OCCA team and described the services each member offers. She also reviewed the history of the association, which was established in 1962 to represent Oregon's 17 publicly chartered community colleges and their locally elected boards.

OCCA's services include advocacy, training, board support, technical assistance, and student support. Lee highlighted that OCCA holds weekly legislative update calls and has developed an online Advocacy Toolkit for 2025 to help community colleges advocate effectively.

Lee provided updates on key bills OCCA is currently focused on:  
HB 5525 – Funding Bill: Requesting a Current Service Level of \$920M; the current recommended amount from Governor's Recommended Budget is \$858.9M.

HB 5505 – Capital Construction: Provides funding for community college capital construction, with matching bond funds up to \$8M.

HB 3635 – Capital Construction Cap Increase: Proposes raising the funding cap from \$8M to \$14.25M (unchanged since 2007).

HB 2835 – Benefit Navigators: Proposes reintegrating funding for benefit navigator positions into the Community College Support Fund (CCSF), providing one position per college regardless of size.

Board members Mary Jones and Andrea Goss expressed surprise at the breadth of OCCA's work. Suzanne Webber recommended that board members send personalized letters to legislators to help elevate awareness of key issues. When asked, Lee shared insights into her research on school board members and commended TBCC for its strong board support and excellent leadership.

**Higher Education Coordinating Commission (HECC) Visit Update (Agenda Item 4.b) ..... President Jarrell**

President Jarrell reported that Tillamook Bay Community College was the final stop on the statewide tour of incoming Higher Education Coordinating Commission (HECC) Chair Greg Hamann. The visit focused on the challenges facing community colleges and how HECC can serve as a partner in addressing those challenges.

Jarrell provided background on HECC, noting that it is a volunteer state board established in 2011. The Commission advises the Governor, Legislature, and Chief Education Office on statewide postsecondary education policies and funding. He shared that HECC's new strategic plan closely aligns with those of Oregon's community colleges and emphasized the need for system-level improvements at the state level to ensure alignment and effectiveness.

A key topic discussed was the difference in governance structures between institutions governed by local

boards and those that are not, and how this impacts operations and autonomy. Additional discussion topics included college funding, full-time equivalent (FTE) student counts, and capital construction needs.

Jarrell emphasized the importance of HECC taking a more active role in accountability and serving as a collective voice for Oregon's community colleges. He described the visit as productive and appreciated the opportunity to engage directly with HECC leadership.

**Nursing and Allied Health Program Presentation (Agenda Item 4.c) .....VPI Williams/Dean Slover**  
Interim Vice President of Instruction Williams introduced Dr. Tiffany Slover, Dean of Healthcare Programs, who joined TBCC in December 2022 as an interim hire, recommended by a State Board of Nursing contact. She began developing the nursing program with then-VPI Jarrell, designing it to be both compliant and uniquely supportive. As Dr. Tripp described, the goal is to create a “summer camp vibe”—intense, rigorous, but rewarding.

Dr. Slover gave an overview of the Allied Health Department, which focuses on hands-on, stackable, short-term programs that prepare students for immediate healthcare careers. Current offerings include EMT Basic, Advanced EMT, Medical Assistant, Nursing, Nurse Assistant, and Phlebotomy. She also outlined faculty qualifications and praised partnerships with local organizations like Adventist Health, the Tillamook County Health Department, and the Oregon Youth Authority, which provide clinical and externship placements.

She addressed challenges in recruiting qualified instructors to a rural area, noting that many faculty commute. Looking ahead, she discussed scaling programs with the new Healthcare Education Building and simulation lab. Growth opportunities include expanding dual credit and high school-to-career pathways, offering certifications such as X-ray Tech and Bone Density, and launching a Paramedic Program and Paramedic-to-RN Bridge.

Dr. Slover shared strategic goals, thanked the Board for their support, and invited them to the upcoming Pinning Ceremony. Chair Bell thanked her for the presentation. Dr. Slover also shared her personal journey from paper mill worker to nurse, made possible through workforce development programs. In response to a question about a Bachelor of Science in Nursing, she noted that TBCC is not yet eligible, but interest is growing statewide, and she would be excited to help develop such a program in the future. The Board expressed appreciation for her work.

**Rural Guided Pathways (Agenda Item 4.d) ..... President Jarrell**  
President Jarrell provided a presentation on TBCC's participation in the Rural Guided Pathways Project, noting that this is the second cohort of the initiative. He emphasized that the effort is a collaborative one, made possible by a dedicated core team. Jarrell reviewed the challenges TBCC students face, including concerns about return on investment and long-term outcomes. He stressed that the goal of the project is to support students in achieving a living wage and economic stability through intentional academic planning and support.

TBCC joined the Rural Guided Pathways Project in 2025 as one of four Oregon colleges selected for the nationwide initiative. The program helps students follow a clear and structured path toward completion, reducing the likelihood of accumulating debt without earning a degree. TBCC is likely the second smallest college participating. Jarrell outlined the project's framework, which aligns with the student lifecycle, and reviewed TBCC's short- and long-term goals within the initiative. He highlighted how the project supports the college's strategic plan and creates opportunities to strengthen both student outcomes and community impact.

**BP 3720 Computer and Network Use (First Reading) (Agenda Item 4.e) ..... President Jarrell**  
The Board Policy was included in the board packet. TBCC has adopted the Oregon Community College Association (OCCA) Board Policy Library and is currently in the process of updating its Board Policies and Administrative Rules to align with the OCCA numbering system and incorporate language recommended

by OCCA legal counsel. As part of this process, existing policies and rules are being revised, and new ones are being proposed where appropriate based on the OCCA Policy Library. This meeting included a first reading of BP 3720 – Computer and Network Use.

**Budget Committee Update (Agenda Item 4.f) ..... President Jarrell**

President Jarrell updated the Board on the recent Budget Committee meeting held on April 30, 2025. During the meeting, the proposed FY2025–2026 budget was reviewed and approved by the committee. The approved budget will be presented to the Board for adoption at the June meeting.

**Center for Industrial Technologies Construction Contract Negotiations Approval (Agenda Item 4.g) ..... (ACTION) President Jarrell**

President Jarrell reported that seven bids were received for the Center for Industrial Technologies construction project. Five of the bids were within a close range, and ATK Construction submitted the lowest bid at \$1.68 million, indicating the bid was appropriately scoped for the work. He also clarified that a previously identified septic system issue was resolved and did not involve any DEQ violation or concern.

Board Member Goss made a motion to move forward with negotiations with ATK Construction for the project. Board Member Webber seconded the motion. Ayes – Bell, Goss, Hoff, Jones, McMahon, Perman, Weber. Absent – None. Nays – None. The motion carried.

**Information – Only Items (Agenda Item 5)**

**Mission Fulfillment, Equity and Inclusion (Agenda Item 5.a) ..... Director McCarley**

Director McCarley presented on the fifth and final priority area of the College's Strategic Plan: Equity and Inclusion. She noted that this would be the final mission fulfillment presentation for the year. While equity is complex and challenging to quantify, she emphasized the importance of eliminating systemic barriers that impact student success and creating a truly welcoming environment for all.

McCarley highlighted the College's progress in implementing the Equity Lens, including training for the Board and Leadership Team, with sessions for staff and faculty scheduled during spring term. The Equity Lens is actively used in policy development and decision-making processes. However, measuring progress—both quantitatively and qualitatively—remains a challenge.

She shared data from the U.S. Census and internal reports to examine access and opportunity for priority populations, focusing on Hispanic/Latinx and male students. Male students are underrepresented in dual credit (41%), less likely to attend TBCC (40%), and only 38% are degree-seeking, reflecting national trends. Hispanic/Latinx dual credit enrollment averages 25%, though it varies by high school. McCarley emphasized the importance of continuously reviewing data through an equity lens.

Board member Mary Jones questioned the need for a formal metric, noting that TBCC strives to be welcoming to all students. McCarley responded by explaining how the metrics are reported and used to guide improvements that benefit the college. Chair Bell thanked Director McCarley for highlighting important equity gaps and sharing actionable insights.

**ASTBCC Report (Agenda Item 5.b) ..... ASTBCC President**

ASTBCC President Riley Collinsworth and Vice President Areli Velazquez Villa presented the student government report to the Board. They announced the approval of a new ASTBCC constitution, which included updates to the election process. The new constitution was finalized this week after three years of development. They shared upcoming student engagement activities, including a Mother's Day Paint Night scheduled for the following day, which currently has 11 RSVPs, and an extended Game Night event planned for next week. These events aim to increase student and community involvement.

President Collinsworth also announced that Vice President Velazquez Villa has been awarded The Ford Family Foundation scholarship. She plans to attend Oregon State University and return to the community to serve as a family physician. The Board congratulated Areli on receiving the prestigious award.

**Construction Update (Agenda Item 5.c) ..... Executive Director J. Lawrence**

Director J. Lawrence thanked the Board for participating in the tour of the new Healthcare Education Building. He provided an update on construction progress, noting that siding and roofing work is scheduled to begin soon. Significant interior work is underway, including HVAC and electrical installations, with the first glass expected to arrive on-site in the first week of June. He added that favorable weather has supported steady progress, with 40 to 60 tradespeople working on-site daily, Monday through Thursday, working four 10-hour shifts.

Lawrence provided an update on the proposed remodel of the Center for Industrial Technologies (CIT) building. All documents and permits are in place, and the project is ready to move forward, with a goal to begin construction in June.

**Financial Report (Agenda Item 5.d) ..... CFO Montazeri**

The financial report was included in the board packet. CFO Montazeri began her update by reviewing the budget for the Healthcare Education Building. She reported that \$5.2 million remains from bond funds, and \$5.5 million has been billed to date. The college expects to receive \$6 million in the upcoming fiscal year, with the remaining funds anticipated in the following fiscal year.

Montazeri then provided a general finance update, stating that the college remains on target with both income and expenses. She noted that Timber Tax revenue is expected to be substantial in May and provided a summary of the current revenue versus expenses.

**President's Report (Agenda Item 5.e) ..... President Jarrell**

The President's Report was included in the board packet. President Jarrell shared upcoming dates of note, including college closures and end-of-year events. He reminded the Board that the next board meeting is scheduled for June 4, 2025, and that graduation will take place on Friday, June 13, 2025, and everyone is invited. Jarrell reported on the College Open House held on April 26, 2025, praising the outstanding efforts of staff and describing the event as a great success. He expressed how fortunate he feels to be part of the TBCC community.

He also commended ASTBCC's recent proposal to provide food for students and congratulated Areli Velazquez Villa on receiving the Ford Family Foundation Scholarship. He concluded by expressing his deep appreciation for the college community and his gratitude for the opportunity to work alongside those who support TBCC and its mission.

**Board Member Discussion Items (Agenda Item 6) ..... Chair Bell**

**Adjournment (Agenda Item 7) ..... (Action) Chair Bell**

Board Member McMahon made the motion to adjourn the board meeting. Board Member Goss seconded the motion. Ayes – Bell, Goss, Hoff, Jones, McMahon, Perman, Weber. Absent – None. Nays – None.

**The motion carried.**

The board meeting concluded at 7:43pm.

# May 23, 2025, Board of Education Special Meeting Minutes

**Date:** Friday, May 23, 2025

**TBCC Board Meeting:** Virtual Meeting 3:00 pm – 3:30 pm

**Members in Attendance:** Andrea Goss, Mary Faith Bell, Mary Jones, Tamra Perman, Suzanne Weber, Shannon Hoff, Betsy McMahon

**Members Not in Attendance:** None

**TBCC Staff in Attendance:** President Paul Jarrell, Vice President Rhoda Hanson, Executive Director of Facilities and Safety Jason Lawrence, CFO Shari Montazeri, Human Resources Senior Manager Kylie Poklikuha, Jude Schlotzhauer

**Guest:** No guests

<b><u>Item</u></b>	<b><u>Description</u></b>	<b><u>Resource</u></b>
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<b>Call to Order • Acknowledge Guests</b> .....	<b>Chair Bell</b>
The meeting was called to order at 3:00pm.	

<b>Invitation for Public Comment (Agenda Item 3)</b> .....	<b>Chair Bell</b>
No public comment	

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

**a. Center for Industrial Technology Contractor Approval.....(Action)Chair Bell**  
President Jarrell provided a brief overview of the project. Executive Director Lawrence reported that the CIT project went out to bid on April 7. On May 8, six qualified bid packets were received, with bid amounts closely aligned. The lowest bid was \$1,681,955 from ATK Construction of Woodburn, Oregon.

Board Member Jones asked what the original project estimate was. President Jarrell responded that the estimated cost was \$1.3 million. Although the bids came in higher than expected, the team was not surprised due to ongoing price escalations. The three lowest bids were all within 5% of each other, which indicates that the market price was consistent and reasonable. CFO Montazeri added that they anticipate some savings in next year's budget, which will help cover the cost overage.

Board Member Jones asked whether, given the \$300,000 overage, there were any project elements that could be delayed without negatively impacting the program. President Jarrell responded that while they will continue exploring cost-saving options, the project is fully funded, and delaying construction could result in higher future costs. When asked, Executive Director Lawrence confirmed that the next lowest bids were submitted by Bunch Construction and Kirby Nagelhout Construction Company.

CFO Montazeri noted that, after discussions with President Jarrell and Executive Director Lawrence, there are very few opportunities to reduce costs without impacting the project. Additionally, the full amount of the bid will not be required upfront. The long-term value of the construction and its benefits to the community justify the additional expense.

Executive Director Lawrence provided background information on the project and explained how the

original cost estimates were developed. He noted that unanticipated land use fees from the City of Tillamook contributed significantly to the project exceeding the initial budget.

Board member McMahon asked whether any federal funds were involved. President Jarrell responded that TBCC had initially pursued an approximately \$500,000 EDA grant but ultimately withdrew due to significant delays in the funding process.

Chair Bell inquired about the project timeline. It was noted that the Notice to Proceed is scheduled for June 2, with a maximum completion date of January 8. However, the goal is to complete the remodel by early December to allow for Winter Term courses to begin in the updated space.

Board member Jones asked about contingency funding. President Jarrell and Executive Director Lawrence confirmed that a minimum 10% contingency is built into the budget, which is not included in the \$1.68 million construction total. Jarrell added that ATK Construction has extensive experience in similar remodel projects and comes highly recommended.

President Jarrell requested that the board move forward with authorizing the issuance of a Notice to Proceed on June 2. Board Member Weber asked whether ATK Construction's previous projects had been reviewed. Jarrell confirmed that both he and the project manager for the Healthcare Education Building had conducted thorough evaluations, noting they found ATK to be well known in the industry, and their past work has been carefully vetted.

President Jarrell formally requested that the board award the contract for the remodel of the Tillamook Bay Community College Center for Industrial Technology building to ATK Construction, the lowest bidder at \$1.68 million, and authorize the administration to negotiate and execute the contract.

Board member Goss read the recommended action into the record and made a motion to award the contract to ATK Construction and approve administration to enter into negotiations. Board member McMahon seconded the motion. Ayes – Bell, Goss, Hoff, Jones, McMahon, Perman, Weber. Absent – None. Nays – None. **The motion carried.**

**Board Member Discussion Items (Agenda Item 4) ..... Chair Bell**  
There was no discussion.

**Adjournment (Agenda Item 5) ..... (Action) Chair Bell**  
Chair Bell made a motion to adjourn the Special Board meeting and Board member Goss seconded the motion. Ayes – Bell, Goss, Hoff, Jones, McMahon, Perman, Weber. Absent – None. Nays – None. **The motion carried.**

**Adjourned 3:30pm**

## Personnel Report

### **RECOMMENDATION**

CONSENT AGENDA

**BACKGROUND INFORMATION**-----Senior Manager Poklikuha

Position Title	Recruitment Step	Start Date	Comment	Screening Committee Chair
Dean of Instruction	Post Interview Decision		2 on campus interviews occurred. Pending decision.	President Jarrell
Full Time Faculty – Mathematics Instructor	Interviewing		Zoom interviews held last week. In person next step.	IVPI Weissenfluh
Vice President of Instruction	On Hold		Recruitment on hold pending Dean hire	President Jarrell



# Invitation for 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

## Adoption of 2025-2026 Budget

### **RECOMMENDATION**

APPROVE AND AUTHORIZE THE BOARD CHAIR TO SIGN BUDGET RESOLUTIONS 2025-2026 NO. 1 THROUGH 3 TO ADOPT THE 2025-2026 BUDGET, MAKE APPROPRIATIONS AND IMPOSE AND CATEGORIZE PROPERTY TAXES

### **BACKGROUND INFORMATION** .....CFO Montazeri

No changes have been made to the budget since we received budget committee approval.

The budget committee approved TBCC's permanent tax rate as well as property tax levies for both the 2016 GO bond indebtedness and 2023 GO bond indebtedness. The resolution the Board will be asked to approve will include the permanent tax rate and current bonded indebtedness for both bond issues.

The property tax levies to be certified with the Tillamook County Assessor's office include levies for both 2016 and 2023 bond issues for the 2025-2026 fiscal year.

Local Budget Law allows for budget increases after adoption without limitation on amount. After budget adoption, budget increases of over 10% in any fund require that we publish a supplemental budget hearing notice and hold a public hearing prior to adopting a supplemental budget.

## Budget Appendices 2025-2026

### **RECOMMENDATION**

ACTION ITEM – APPROVE POLICY APPENDICES FOR 2025-2026

### **BACKGROUND INFORMATION** ..... CFO Montazeri

The fiscal year has been updated on all policy appendices.

Policy Appendix A-1 – Position title changes, corrections, and additions recommended for the new fiscal year are included.

Policy Appendix A-2 – A Cost of Living Adjustment (COLA) of 3% was included in the budget development process for 2025-2026 and is reflected in the pay schedule.

Policy Appendix B-1 – Employer Health Insurance contribution increased to \$1,420/month and the Insurance Opt Out Base Amount was increased to \$269.92/month.

Policy Appendix C-1 – A Cost of Living Adjustment (COLA) of 3% was included in the budget development process for 2025-2026 and is reflected in the pay schedule.

Policy Appendix C-3 – A Cost of Living Adjustment (COLA) of 3% was included in the budget development process for 2025-2026 and is reflected in the pay schedule.

**NON-FACULTY SALARY GRADES**

Article No.: Appendix A - 1

Approved:

**2025-2026 Executive and Management and Administrative Support Staff Salary Grades (Exempt)**

<b>GRADE</b>	<b>POSITION TITLE (or other similar position titles)</b>
32	Vice President of Instruction Vice President of Student Services
28	Chief Financial Officer Director of Economic Development Council
26	Executive Director of Advancement and TBCC Foundation Executive Director of Facilities and Safety Executive Director of Information Technology
25	Dean (All)
23	Director of Institutional Effectiveness Director Small Business Development Center
22	Director of Library and Learning Services Human Resources Senior Manager
21	Senior Accountant
20	Director of Opportunity Programs Director of Student Success Registrar
18	CDL Coordinator Marketing Coordinator
17	Audio-Visual Technician Business Office Coordinator Community/Continuing Education Coordinator Development Coordinator Executive Assistant to President and Board Facilities Coordinator Healthcare Program Coordinator Information Technology Coordinator Instructional Design and e-Learning Coordinator Payroll and Benefits Coordinator

**2025-2026 Professional Support Staff Salary Grades (Non-Exempt)**

<b>GRADE</b>	<b>POSITION TITLE (or other similar position titles)</b>
16	EDC Project Coordinator
15	Business Office Generalist AP/AR Enrollment Services Specialist Engagement Advisor Student Success Coach Financial Aid Advisor Instructional Design & Technology Specialist Instructional Support Specialist IT Support Specialist Resource Navigator Testing and Tutoring Specialist
13	Business Office Clerk Library Assistant Reception and General Support Specialist SBDC Support Specialist Student Services Support Specialist

**TILLAMOOK BAY COMMUNITY COLLEGE**  
**2025 - 2026 Regular Full-Time & Regular Part-Time Staff Salary Schedule**  
**249 Day Contract**

Grade	Step 1	2	3	4	5	6	7	8	9	10	11	12	13
1	\$23,541	\$24,247	\$24,975	\$25,724	\$26,496	\$27,291	\$28,109	\$28,953	\$29,821	\$30,716	\$31,637	\$32,587	\$33,564
2	\$24,718	\$25,460	\$26,224	\$27,010	\$27,821	\$28,655	\$29,515	\$30,400	\$31,312	\$32,252	\$33,219	\$34,216	\$35,242
3	\$25,954	\$26,733	\$27,535	\$28,361	\$29,212	\$30,088	\$30,991	\$31,920	\$32,878	\$33,864	\$34,880	\$35,927	\$37,005
4	\$27,252	\$28,070	\$28,912	\$29,779	\$30,672	\$31,592	\$32,540	\$33,516	\$34,522	\$35,558	\$36,624	\$37,723	\$38,855
5	\$28,615	\$29,473	\$30,357	\$31,268	\$32,206	\$33,172	\$34,167	\$35,192	\$36,248	\$37,336	\$38,456	\$39,609	\$40,798
6	\$30,045	\$30,947	\$31,875	\$32,831	\$33,816	\$34,831	\$35,876	\$36,952	\$38,060	\$39,202	\$40,378	\$41,590	\$42,837
7	\$31,548	\$32,494	\$33,469	\$34,473	\$35,507	\$36,572	\$37,669	\$38,799	\$39,963	\$41,162	\$42,397	\$43,669	\$44,979
8	\$33,125	\$34,119	\$35,142	\$36,196	\$37,282	\$38,401	\$39,553	\$40,739	\$41,962	\$43,221	\$44,517	\$45,853	\$47,228
9	\$34,781	\$35,825	\$36,899	\$38,006	\$39,147	\$40,321	\$41,531	\$42,776	\$44,060	\$45,382	\$46,743	\$48,145	\$49,590
10	\$36,520	\$37,616	\$38,744	\$39,907	\$41,104	\$42,337	\$43,607	\$44,915	\$46,263	\$47,651	\$49,080	\$50,553	\$52,069
11	\$38,346	\$39,497	\$40,682	\$41,902	\$43,159	\$44,454	\$45,787	\$47,161	\$48,576	\$50,033	\$51,534	\$53,080	\$54,673
12	\$40,264	\$41,471	\$42,716	\$43,997	\$45,317	\$46,676	\$48,077	\$49,519	\$51,005	\$52,535	\$54,111	\$55,734	\$57,406
13	\$42,277	\$43,545	\$44,851	\$46,197	\$47,583	\$49,010	\$50,481	\$51,995	\$53,555	\$55,162	\$56,816	\$58,521	\$60,277
14	\$44,391	\$45,722	\$47,094	\$48,507	\$49,962	\$51,461	\$53,005	\$54,595	\$56,233	\$57,920	\$59,657	\$61,447	\$63,290
15	\$46,610	\$48,008	\$49,449	\$50,932	\$52,460	\$54,034	\$55,655	\$57,325	\$59,044	\$60,816	\$62,640	\$64,519	\$66,455
16	\$48,941	\$50,409	\$51,921	\$53,479	\$55,083	\$56,736	\$58,438	\$60,191	\$61,996	\$63,856	\$65,772	\$67,745	\$69,778
17	\$51,388	\$52,929	\$54,517	\$56,153	\$57,837	\$59,572	\$61,360	\$63,200	\$65,096	\$67,049	\$69,061	\$71,133	\$73,266
18	\$53,957	\$55,576	\$57,243	\$58,960	\$60,729	\$62,551	\$64,427	\$66,360	\$68,351	\$70,402	\$72,514	\$74,689	\$76,930
19	\$56,655	\$58,355	\$60,105	\$61,908	\$63,766	\$65,679	\$67,649	\$69,678	\$71,769	\$73,922	\$76,139	\$78,424	\$80,776
20	\$59,488	\$61,272	\$63,110	\$65,004	\$66,954	\$68,962	\$71,031	\$73,162	\$75,357	\$77,618	\$79,946	\$82,345	\$84,815
21	\$62,462	\$64,336	\$66,266	\$68,254	\$70,302	\$72,411	\$74,583	\$76,820	\$79,125	\$81,499	\$83,944	\$86,462	\$89,056
22	\$65,585	\$67,553	\$69,579	\$71,667	\$73,817	\$76,031	\$78,312	\$80,661	\$83,081	\$85,574	\$88,141	\$90,785	\$93,509
23	\$68,864	\$70,930	\$73,058	\$75,250	\$77,507	\$79,833	\$82,228	\$84,694	\$87,235	\$89,852	\$92,548	\$95,324	\$98,184
24	\$72,308	\$74,477	\$76,711	\$79,012	\$81,383	\$83,824	\$86,339	\$88,929	\$91,597	\$94,345	\$97,175	\$100,091	\$103,093
25	\$75,923	\$78,201	\$80,547	\$82,963	\$85,452	\$88,015	\$90,656	\$93,376	\$96,177	\$99,062	\$102,034	\$105,095	\$108,248
26	\$79,719	\$82,111	\$84,574	\$87,111	\$89,725	\$92,416	\$95,189	\$98,044	\$100,986	\$104,015	\$107,136	\$110,350	\$113,660
27	\$83,705	\$86,216	\$88,803	\$91,467	\$94,211	\$97,037	\$99,948	\$102,947	\$106,035	\$109,216	\$112,493	\$115,867	\$119,343
28	\$87,890	\$90,527	\$93,243	\$96,040	\$98,921	\$101,889	\$104,946	\$108,094	\$111,337	\$114,677	\$118,117	\$121,661	\$125,311
29	\$92,285	\$95,053	\$97,905	\$100,842	\$103,867	\$106,983	\$110,193	\$113,499	\$116,904	\$120,411	\$124,023	\$127,744	\$131,576
30	\$96,899	\$99,806	\$102,800	\$105,884	\$109,061	\$112,333	\$115,703	\$119,174	\$122,749	\$126,431	\$130,224	\$134,131	\$138,155
31	\$101,744	\$104,796	\$107,940	\$111,178	\$114,514	\$117,949	\$121,488	\$125,132	\$128,886	\$132,753	\$136,735	\$140,837	\$145,063
32	\$106,831	\$110,036	\$113,337	\$116,737	\$120,239	\$123,847	\$127,562	\$131,389	\$135,331	\$139,390	\$143,572	\$147,879	\$152,316
33	\$112,173	\$115,538	\$119,004	\$122,574	\$126,251	\$130,039	\$133,940	\$137,958	\$142,097	\$146,360	\$150,751	\$155,273	\$159,931
34	\$117,781	\$121,315	\$124,954	\$128,703	\$132,564	\$136,541	\$140,637	\$144,856	\$149,202	\$153,678	\$158,288	\$163,037	\$167,928
35	\$123,670	\$127,381	\$131,202	\$135,138	\$139,192	\$143,368	\$147,669	\$152,099	\$156,662	\$161,362	\$166,203	\$171,189	\$176,324

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**INSURANCE BENEFIT AMOUNT**

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Full-time                      \$1,420.00 per month  
Part-time                      (prorated based on actual FTE)

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**INSURANCE OPT-OUT BASE AMOUNT**

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Full-time                      \$269.92 per month  
Part-time                      (prorated based on actual FTE)

## SUMMARY OF EMPLOYEE BENEFITS (2025-2026)

Article No.: Appendix B – 1

Approved:

Reference:

Type of Employee	Insurance Coverage	Sick	POFLA (6)	Vacation	Paid Holiday	Bereavement Leave	Personal Leave (1)	TBCC Tuition Waiver	PERS
	Insurance Benefit Amount: \$1,420/per pay period. Includes all college approved plans. Employee Only. Dependents: Self Pay	days/year		days/year	days/year	Per occurrence days/year	days/year	Credit and Continuing Education Courses only within one academic year of employment. Excluding partner agency courses.	Qual. Pos.
FT Administrative Staff 249 days or 1992 hours/year	X	12	X	20	12	5	3	Unlimited for employee + dependents (as allowed by Policy 311)	X
FT Support Staff 249 days or 1992 hours/year	X	12	X	10 to 20 (4)	12	5	3	Unlimited for employee + dependents (as allowed by Policy 311)	X
PT Admin. & Support Staff 996 hours/year or more	X (2)	X (2)	X	X (2)	X (3)	5 (3)	X (2)	8 credits for employee + dependents (as allowed by Policy 311)	X
PT Admin/Support Staff/Prof. Tutors Less than 996 hours/year		X (5)	X					4 credits for employee + dependents (as allowed by Policy 311)	Qual. Pos.
Temporary & On-Call Employees		X (5)	X					N/A	Qual. Pos
173 day Regular Faculty 1. FTE	X	10	X		5	5	3	Unlimited for employee + dependents (as allowed by Policy 311)	X
173 day Regular Faculty .5-.99 FTE	X (2)	X (2)	X					48credits for employee + dependents (as allowed by Policy 417)	X
Adjunct Faculty Term-by-term		X (5)	X					4 credits for employee + dependents (as allowed by Policy 417)	Qual. Pos
Dual Credit Faculty								4 credits for employee + dependents (as allowed by Policy 417)	

"X" Indicates benefit is provided

(1) From sick leave accrual

(2) Prorated on FTE (full-time equivalent)

(3) Paid based on scheduled hours

(4) Based on longevity (see Article 312)

(5) Shall earn paid sick leave at rate of 2 hours per term per 40 hours worked up to a maximum of 40 hours/yr.

(6) College pays 0.40/Employee pays 0.60

**TILLAMOOK BAY COMMUNITY COLLEGE**  
**2025-2026 Regular Full-Time & Regular Part-Time Faculty Salary Schedule**  
**173 DAY CONTRACT**

	Minimum Qualifications	MA+30*	MA+60*	Doctorate
	1	2	3	4
<b>1</b>	\$62,870	\$68,700	\$75,070	\$82,031
<b>2</b>	\$64,756	\$70,761	\$77,322	\$84,492
<b>3</b>	\$66,699	\$72,884	\$79,642	\$87,027
<b>4</b>	\$68,700	\$75,070	\$82,031	\$89,638
<b>5</b>	\$70,761	\$77,322	\$84,492	\$92,327
<b>6</b>	\$72,884	\$79,642	\$87,027	\$95,097
<b>7</b>	\$75,070	\$82,031	\$89,638	\$97,950
<b>8</b>	\$77,322	\$84,492	\$92,327	\$100,888
<b>9</b>	\$79,642	\$87,027	\$95,097	\$103,915
<b>10</b>	\$82,031	\$89,638	\$97,950	\$107,032
<b>11</b>	\$84,492	\$92,327	\$100,888	\$110,243
<b>12</b>	\$87,027	\$95,097	\$103,915	\$113,550
<b>13</b>	\$89,638	\$97,949	\$107,032	\$116,957

\* semester credits

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**INSURANCE BENEFIT AMOUNT**

---

Full-time \$1,420.00 per month

---

**INSURANCE OPT-OUT BASE AMOUNT**

---

Full-time \$269.92 per month



**2025-2026 NON-REGULAR FACULTY and INSTRUCTION SERVICES PAY**

Page 1/2

Article No.: Appendix C-3

Approved:

<b>Credit Adjunct Instruction</b>	<b>Pay per Credit *</b>				
	<b>Tier 1</b>	<b>Tier 2</b>	<b>Tier 3</b>	<b>Tier 4</b>	<b>Tier 5</b>
<b>Lecture</b> (1 contact hour/week = 1 credit) An educational setting in which the instructor presents academic subject information	\$684	\$719	\$754	\$792	\$832
<b>Lab</b> (3 contact hours/week = 1 credit) An instructional setting in which students work independently with the instructor available in the instructional area for assistance and supervision	\$1,411	\$1,482	\$1,556	\$1,634	\$1,715
<b>Nursing Clinical/Lab</b> (3 contact hours/week = 1 credit) An instructional setting in which students work independently with the instructor available in the instructional area for assistance and supervision	\$1,676	\$1,760	\$1,848	\$1,940	\$2,037
<b>Lecture/Lab</b> (2 contact hours/week = 1 credit) An instructional setting in which the instructor gives short presentations and supervises student application of content. Instructional methods are integrated, and lecture and lab are dependent upon each other for the student's educational success	\$1,031	\$1,083	\$1,137	\$1,194	\$1,253

\* Credit Adjunct Faculty advance tiers every 500 hours of instruction.

<b>Noncredit Adjunct Instruction</b>	<b>Pay per Hour **</b>				
	<b>Tier 1</b>	<b>Tier 2</b>	<b>Tier 3</b>	<b>Tier 4</b>	<b>Tier 5</b>
CDL (Truck Driving) Adjunct Instructor	\$31.00	\$32.55	\$34.18	\$35.89	\$37.68
ABE/GED/ESOL Adjunct Instructor	\$36.75	\$38.59	\$40.52	\$42.55	\$44.68

\*\* Noncredit Adjunct Instructors advance tiers every 1500 hours of instruction.

**2025-2026 NON-REGULAR FACULTY and INSTRUCTION SERVICES PAY**

Page 2/2

Article No.: Appendix C-3

Approved:

**Other Faculty Pay**

HYFLEX Course Modality:	1.25 course load
Independent Study/CWE:	0.25 course load per student up to 3 students; 4 or more students is regular class pay
Writing Bonus (3+ WR sections/term):	\$350.00/term
Course Substitution:	\$35.00/hour; must be a qualified substitute and approved by area Dean
Curriculum Development:	\$35.00/hour; must be approved by Vice President, Instruction
Shared Governance Participation (Adjuncts only):	\$30.00/hour; must be approved by Vice President, Instruction
Meeting Attendance (Adjuncts only):	\$20.00/hour
Course Cancellation Stipend (pilot):	\$500; application required to verify eligibility

**Tutors and Classroom Assistants**

High School Diploma:	\$15.00/hour
Associate degree:	\$20.00/hour
Bachelor's degree:	\$25.00/hour
Master's degree or higher:	\$30.00/hour

**Student Employees (including Federal Work Study)**

Class I:	Minimum Wage
Class II:	Minimum Wage plus \$1.00/hour; Students may be placed at Class II if they have direct experience related to job needs.

**Continuing and Community Education**

The greater of minimum wage or 50% of tuition revenue at end of course (excluding fees). Vice President of Instruction may set a minimum enrollment level necessary to meet demands.

## BP 3720 Computer and Network Use

### **RECOMMENDATION**

ACTION ITEM – SECOND READING

**BACKGROUND INFORMATION** ----- President Paul Jarrell

TBCC has adopted the OCCA Board Policy Library and is in the process of updating TBCC Board Policies and Administrative Rules to reflect the OCCA Policy and Administrative Rule numbering system and include language suggested by OCCA legal counsel. In addition to updating existing TBCC Board Policies and Administrative Rules, new policies are being proposed where suggested by the OCCA Policy Library and deemed appropriate.

This is a second reading, and there have been no changes since the first reading of BP 3720 Computer and Network Use. We are asking the board to approve this new BP 3720 Computer and Network Use.

## BP 3720 Computer and Network Use

### References:

17 U.S. Code Sections 101 et seq.  
ORS 341.290(4)

Students, employees, and visitors who use **Tillamook Bay Community College (TBCC)** computers and networks, classroom equipment, video and conferencing services and the information they contain, and related resources have a responsibility not to abuse those resources and to respect the rights of others. The **Executive Director IT** shall establish procedures that provide guidelines to students, employees, and visitors for the appropriate use of information technologies. The procedures shall include that users must respect software copyrights and licenses, respect the integrity of computer-based information resources, refrain from seeking to gain unauthorized access, and respect the rights of other computer users.

### Adopted:

NWCCU Standard Revised 5/20, 10/21

## Information Only Items

**RECOMMENDATION**

INFORMATION ONLY

**BACKGROUND INFORMATION** ----- Chair Bell

## ASTBCC Report

### **RECOMMENDATION**

INFORMATION ONLY

### **BACKGROUND INFORMATION** .....ASTBCC PRESIDENT COLLINSWORTH

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

## Financial Report

### **RECOMMENDATION**

INFORMATION ONLY

**BACKGROUND INFORMATION**.....CFO Montazeri

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 April 2025

83.33% of fiscal year completed

5/13/2025

	FY 2023-2024			FY 2024-2025		
	Annual Budget	4/30/2024	% of Budget	Annual Budget	4/30/2025	% of Budget
<b>Resources</b>						
Beginning Fund Balance	\$1,200,000	\$1,223,286	101.94%	\$1,200,000	\$1,834,941	152.91%
State	\$4,038,496	\$4,187,944	103.70%	\$4,251,541	\$3,443,860	81.00%
Property Taxes	\$1,565,146	\$1,514,790	96.78%	\$1,679,205	\$1,545,031	92.01%
Local Contracts	\$40,640	\$0	0.00%	\$40,640	\$0	0.00%
Tuition	\$939,000	\$937,164	99.80%	\$976,000	\$1,103,191	113.03%
Fees	\$226,277	\$223,990	98.99%	\$156,520	\$347,254	221.86%
Other Course Fees		\$87,392			\$120,764	
Interest	\$360,000	\$285,551	79.32%	\$360,000	\$124,971	34.71%
Other (sales of goods, rental, Misc.)	\$50,700	\$13,863	27.34%	\$50,700	\$38,621	76.17%
Transfers	\$509,664	\$2,196	0.43%	\$509,664	\$76,281	14.97%
<b>Total resources</b>	<b>\$8,929,923</b>	<b>\$8,476,175</b>	<b>95%</b>	<b>\$9,224,270</b>	<b>\$8,634,913</b>	<b>93.61%</b>
<b>Expenditures</b>						
Instruction	\$2,400,453	\$1,610,562	17.80%	\$2,429,907	\$1,789,051	73.63%
Instructional Support	\$840,751	\$542,588	26.36%	\$957,227	\$625,957	65.39%
Student Services	\$845,364	\$588,881	25.44%	\$892,427	\$665,105	74.53%
College Support	\$2,622,255	\$2,076,128	28.22%	\$2,636,905	\$1,872,249	71.00%
Plant Operation	\$558,867	\$432,835	32.78%	\$843,874	\$632,484	74.95%
Transfers	\$320,556	\$170,819	21.74%	\$329,991	\$340,644	103.23%
Contingency	\$141,677	\$0	0.00%	\$383,939	\$0	0.00%
<b>Total expenditures</b>	<b>\$7,729,923</b>	<b>\$5,421,812</b>	<b>70.14%</b>	<b>\$8,474,270</b>	<b>\$5,925,491</b>	<b>69.92%</b>
<b>Ending fund balance</b>	<b>\$1,200,000</b>	<b>\$3,054,363</b>		<b>\$750,000</b>	<b>\$2,709,422</b>	



## Construction Update

### **RECOMMENDATION**

INFORMATION ONLY

**BACKGROUND INFORMATION**..... Executive Director J. Lawrence

Executive Director of Facilities and Safety, Jason Lawrence, will provide an update on current construction projects, including the Healthcare Education Building (HEB) and the Center for Industrial Technologies (CIT) building.

# President's Report

## **RECOMMENDATION**

INFORMATION ONLY

## **BACKGROUND INFORMATION** .....President Jarrell

Report and Updates:

- Enrollment
  - AY 24/25
- HEB Design and Construction
- CIT Design and Construction
  - ATK Construction
  - Notice to Proceed: June 2, 2025
- Dean of Instruction Recruitment
- VP Instruction Recruitment
- College Council, May 28
- End of Year Celebration, June 3
  - Student Recognitions
  - Teaching Excellence of the Year
- May OPC meeting, May 15
  - Teacher Qualifications
    - Differences between CCs and OPUs
  - Co-requisite coursework Timeline
  - Transfer
    - Still an issue
  - 2025-2027 Current Service Level (CSL)
    - May Economic Forecast
    - GRB now likely a “ceiling”
  - HECC CC Fiscal Monitoring
    - Report to be released in August
- OCCA Board meeting May 16

## **June Observances**

- National Cheese Day, June 4
- Pride Month
  - Stonewall Uprising, June 1969
  - Recognize impact lesbian, gay, bisexual, and transgender individuals have had on history locally, nationally, and internationally.

- Juneteenth, June 19<sup>th</sup>
  - Second Independence Day
  - TBCC Holiday, campus closed
  - June 19, 1865 – Galveston Bay, TX
    - Emancipation finally enforced in TX
      - 250,000 enslaved were emancipated
      - Emancipation Proclamation took effect January 1, 1863

Upcoming Dates:

- End of Year Staff Recognition and BBQ Potluck: Friday June 6, 3PM
- Graduation: Friday June 13, 2025, Tillamook County Fairgrounds
- College Council: June 25, 2025, 3-5pm
- The next Regular Board meeting will be July 2, 2025, 5pm, Room 214/15

Kudos:

- Student Services, Facilities, Advancement teams
  - Graduation planning
- Lorie Lund, Kylie Poklikuha, Shari Montazeri (and all of Business Office)
  - Budget book development/organization
  - Helping me maintain my sanity!

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