



# Board of Education Meeting Agenda

**Date:** Monday, March 9, 2026

**TBCC Board Meeting** AHS Building Boardroom Hybrid 5:00pm –7:00pm

**5:00 pm Executive Session** .....Chair Bell  
 Move to the Executive Session of the Meeting.

Pursuant to O.R.S. § 192.660 (2)(a), legal notice is hereby given to the members of the Tillamook Bay Community College Board of Education (Board) and to the general public that the Board has elected to go into Executive Session for the purpose of discussing personnel related issues on Monday, March 9 2025, at 5:00PM.

<u>Item</u>	<u>Description</u>	<u>Resource</u>
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 February 9, 2026, Meeting Minutes	
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. Discussion of Tuition and Fees for 2026-2027 (First Reading) .....	President Jarrell
	b. Budget Assumptions and Guidelines.....	Interim CFO Soules
	c. BP 3300 Public Records (Second Reading) .....	(ACTION) President Jarrell
	d. Rescind BP 107 .....	(ACTION) President Jarrell
	e. Resolution and Plaza Dedication .....	(ACTION) President Jarrell
	f. Legislative Update .....	President Jarrell
	g. Authorization for Additional Check Signer and removal of check signer .....	(ACTION) CFO Soules
5.	<b>Information-Only Items (Board members may request any item be placed on the discussion agenda)</b>	
	a. Health Sciences Programs .....	Dean Slover
	b. ASTBCC Report .....	ASTBCC President
	c. Financial Report .....	Interim CFO Soules
	d. Construction Update .....	Exec Dir J. Lawrence
	e. 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.*

# Executive Session

**Date:** Monday, March 9, 2026

**Executive Session Rooms 214/215 Hybrid 5:00 PM – 5:15 PM**

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1.	<b>Call to Order</b> .....	Chair Bell
2.	<b>Adjournment</b> .....	Chair Bell

## 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 March meeting
- b. Approval of February 9, 2026 Meeting Minutes

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| 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 February 9, 2026, Meeting Minutes   |                            |
| 3. <b>Invitation for Public Comment</b> -----  | Chair Bell                 |
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| 4. <b>New Business and/or focused policy discussions</b>   |                            |
| a. Discussion of Tuition and Fees for 2026-2027 (First Reading)  | .....Interim CFO Soules    |
| b. Budget Assumptions and Guidelines.....  | Interim CFO Soules         |
| c. BP 3300 Public Records (Second Reading) .....   | (ACTION) President Jarrell |
| d. Rescind BP 107 .....  | (ACTION) President Jarrell |
| e. Resolution and Plaza Dedication .....   | (ACTION) President Jarrell |
| f. Legislative Update .....  | President Jarrell          |
| g. Authorization for Additional Check Signer and removal of check signer   | ..... (ACTION) CFO Soules  |
| 5. <b>Information-Only Items (Board members may request any item be placed on the discussion agenda)</b>   |                            |
| a. Health Sciences Programs .....  | Dean Slover                |
| b. ASTBCC Report .....   | ASTBCC President           |
| c. Financial Report .....  | Interim CFO Soules         |
| d. Construction Update .....   | Exec Dir J. Lawrence       |
| e. President’s Report .....  | President Jarrell          |
| 6. <b>Board Member Discussion Items</b> -----  | Chair Bell                 |
| 7. <b>Adjournment</b> -----  | (Action) Chair Bell        |

# February 9, 2026, Board of Education Meeting Minutes

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

**Members in Attendance:** Mary Faith Bell, Marilyn Roossinck, Romy Carber, Betsy McMahon, Mary Jones, Pat Ryan

**Members Not in Attendance:** Suzanne Weber

**TBCC Staff in Attendance:** President Jarrell, Interim VP of Office of Instruction Michael Weissenfluh, Director McCarley, Direct Neu, Interim CFO Soules, HR Manager Poklikuha, VP Hanson, Gary Bond

**Guests:** ASTBCC President

## 1. Call to Order | Acknowledge Guests

Chair Bell

## 2. Consent Agenda

Chair Bell (Action)

2.1 Approval of Agenda

2.2 Approval of January 12, 2026, Meeting Minutes

Motion to approve Consent Agenda

Moved by: Betsy McMahon

Second by: Mary Jones

**Yes:** Mary Faith Bell, Mary Jones, Betsy McMahon, Marilyn Roossinck, Pat Ryan, and Romy Carver

**Carried 6-0**

## 3. Invitation for Public Comment

Chair Bell

*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.*

#### 4. New Business

##### 4.1 Budget Assumptions and Scenarios - President Jarrell

President Jarrell shared a PowerPoint with the board to discuss Budget Assumptions and Scenario that had been requested by the board. President Jarrell presented fiscal year 2026-2027 budget scenarios in response to early revenue forecast concerns from the state, explaining that they are developing potential cost-saving measures as a precautionary step. The college has implemented a strict budget development timeline, which includes an upcoming March presentation of detailed budget scenarios, recommendations for tuition and fee increases, and salary considerations. The board was informed that a campus-wide budget forum had been held to educate staff about the state and college budget process, and that a successful audit had been completed in January. President Jarrell answered all the questions that board had about the Budget Assumptions for the upcoming budget.

##### 4.2 Budget Committee Membership - President Jarrell

President Jarrell presented to the board the proposed Budget Committee for Academic year 2026-2027. There is one vacancy on the Budget Committee. There is one applicant for the vacancy. President Jarrell requested that the board approve the Budget Committee for 2026-2027.

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##### **Motion to approve Budget Committee Membership**

# - #

*Moved by:* Romy Carver

*Second by:* Marilyn Roossinck

**Yes:** Mary Faith Bell, Mary Jones, Betsy  
McMahon, Marilyn Roossinck, Pat Ryan, and  
Romy Carver

**Carried 6-0**

4.3 **BP 3300 Public Records (First Reading) - President Jarrell**

President Jarrell presented Board Policy 3300 Public Records to the board for a first reading. There were no questions or change requests. The Board Policy will be brought back to the March board meeting for approval.

5. **Information Only Items**

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

5.1 **ASTBCC Report - ASTBCC President**

ASTBCC President Ferguson brought the ASTBCC report to the board of past activities. President Ferguson shared plans for upcoming events and fund raisers that ASTBCC will be working on. ASTBCC President answered any questions the board had.

5.2 **Construction Report - Exec Dir J. Lawrence**

Jason shared Building project updates with the board. He walked through his report giving current status updates for the Administration and Health Sciences building and of the CIT building. He was optimistic about the progress at the CIT building and suggested he could take the board on a building tour before the next board meeting.

5.3 **Financial Report - Interim CFO Soules**

The Financial report was included in the report for the board. Interim CFO Soules walked the board through the report. The board did not have any questions about the report.

# - #

5.4 **President's Report - President Jarrell**

President Jarrell's report was included in the board packet. President Jarrell walked the board through his report making note of special upcoming dates. Board member Betsy McMahan gave an OCCA update to the board during this report.

# - #

**6. Board Member Discussion Items – Chair Bell**

Chair Bell shared with the board and the room at large that Tides of Change has 3 board openings and, in the past, there has always been a TBCC representative on their board. She advised the meetings are held on the fourth Wednesday of each month.

**7. Adjournment – Chair Bell**

7.1 *Adjourn Meeting*  
Motion to adjourn the meeting.

*Moved by:* Betsy McMahon

*Seconded by:* Romy Carver

**Yes:** Mary Faith Bell, Mary Jones, Betsy McMahon, Marilyn Roossinck, Pat Ryan, and Romy Carver

**carried 6-0**

## 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

## Discussion of Tuition and Fees for 2026-2027

### **RECOMMENDATION**

FIRST READING

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

Currently, TBCC is the least expensive school out of the 17 Community Colleges in Oregon.

The community college Business Officers are in the early stages of discussing new rates for the 2026-2027 academic year. We believe that most community colleges in Oregon will approve an increase for the next year in the range of 2% to 8%.

We are following the Board's directive to continue to increase the Universal Fee and Tuition modestly to avoid large increases in the future. It is recommended that the Board set tuition and fee increases in line with the Higher Education Price Index (HEPI). The HEPI for 2025 was 3.6%.

The Leadership Team is recommending a \$4/credit increase to Tuition and a \$1/credit increase to the Universal Fee for 2026-2027.

For FY 2026-2027, the following per credit rates are recommended:

Tuition - \$118 per credit

Universal Fee - \$29 per credit

Total per credit fees - \$147 (approximately 4% increase)

# Budget Assumptions and Guidelines

## RECOMMENDATION

INFORMATION ONLY

## BACKGROUND INFORMATION ..... Interim CFO Soules

These are the budget assumptions being discussed by Leadership for the 2026-27 fiscal year budget.

### 1. **Beginning Fund Balance**

- Estimate \$1.3 million for the 2026-2027 fiscal year

### 2. **Community College Support Fund**

- CCSF 2025-2027 Biennial budget
- FY 2026-2027 second year of Biennial budget
- Anticipated 2026-2026 CCSF = \$4,964,667\*  
\* Pending State Budget reallocation

### 3. **COLA and STEP Increases**

- CPI-W = 2.2%
- CPI-U (West) = 2.7%
- CPI-U (Pacific all) = 3.1%
  
- Consider 3.0% COLA; No Step increase
- Total Salary Increase = 3.0%

### 4. **Health Insurance Premiums**

- Increase college contribution
  - Currently \$1,420/month
  - Consider \$50 (increase keeps up with OEBC increase)

### 5. **Growth Assumptions**

- Estimated 3% growth of FTES for 2026 – 2027 (relative to 2025 – 2026)

### 6. **Tuition and Fees**

- a. Considering increase of approximately 4% (HEPI 3.6%)
  - i. Current Tuition = \$114/credit; Proposed Tuition = \$118/credit
  - ii. Current Universal Fee = \$28/credit; Proposed Universal Fee = \$29/credit
  - iii. Total increase = \$5/credit (\$142/credit to \$147/credit)

### 7. **Timber Revenue**

- Estimated to receive around \$450,000 - \$500,000 for the 2025-2026
- Budget \$425,000 for 2026-2027

## BP 3300 Public Record

### **RECOMMENDATION**

ACTION – 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.

There have been no changes to BP 3300 Public Records since the first reading.

# Rescind BP 107 Board Public Records Request

**RECOMMENDATION**

ACTION

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

Request to rescind Board Policy 107 Board Public Records Requests. Board Policy 3300 Public Records will permanently replace Board Policy 107

# Resolution & Plaza Dedication

**RECOMMENDATION**

ACTION

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

President Jarrell will present a resolution dedicating and naming the campus plaza after former TBCC President, Jon Carnahan.



**BOARD OF EDUCATION RESOLUTION NO. 2026-02**

**A RESOLUTION HONORING JON CARNAHAN AND NAMING THE CAMPUS PLAZA “JON CARNAHAN PLAZA”**

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**Few individuals have shaped the history and future of Tillamook Bay Community College as profoundly as Jon Carnahan.**

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**WHEREAS,**

Jon Carnahan has devoted more than two decades of extraordinary service to Tillamook Bay Community College as consultant, President, Foundation leader, advisor, and steadfast champion, helping move the College from uncertainty to strength and from vision to reality; and

**WHEREAS,**

he first came to the College at a pivotal time, when it lacked independent accreditation, had experienced multiple unsuccessful bond measures, and faced significant leadership challenges and, at the request of the Board of Education following his distinguished presidency at Linn-Benton Community College, chose to come out of retirement to guide the institution toward a sustainable and hopeful future; and

**WHEREAS,**

through his authentic and tireless engagement with students, faculty, staff, and community partners across Tillamook County, he rebuilt trust in the College and united the community behind a shared vision, culminating in the successful May 2007 bond measure that created the Student Learning and Services Building and, for the first time, provided local students a true collegiate home; and

**WHEREAS,**

his leadership established the partnerships, secured the property, and advanced the long-term vision that made possible the development of the modern campus, including the future Partners for Rural Innovation Center, ensuring that rural students would have access to transfer education, workforce training, and pathways to living-wage careers close to home; and

**WHEREAS,**

he revitalized the Tillamook Bay Community College Foundation, strengthened the College’s culture of philanthropy, expanded scholarship opportunities for students, and created enduring avenues through which the community could invest in the dreams and futures of its residents; and

**WHEREAS,**

through his mentorship and guidance in the recruitment and support of future presidential leadership, Jon Carnahan helped the College achieve independent accreditation, its first successful comprehensive accreditation cycle, and the continued growth of programs and facilities that now serve the region; and

**WHEREAS,**

even after his presidency, he continued to give generously of his time, wisdom, and counsel, without compensation, supporting the successful May 2022 bond measure that is making possible the Administration and Health Sciences Building and the campus transformation; and

**WHEREAS,**

his legacy is one of connection, bringing together the College and its community, turning aspiration into achievement, and creating opportunity for generations of students – the campus plaza, as the heart of the College and a place of gathering and shared purpose, stands as a fitting and lasting symbol of the vision and relationships he devoted his life to building

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NOW, THEREFORE, BE IT RESOLVED that the Tillamook Bay Community College Board of Education hereby expresses its deepest gratitude to Jon Carnahan for his extraordinary and distinguished service, his visionary and selfless leadership, and his transformational and enduring impact on the College and the people of Tillamook County; and

BE IT FURTHER RESOLVED that, in recognition of this legacy, the central plaza of Tillamook Bay Community College shall be formally and permanently named:

**“JON CARNAHAN PLAZA”**

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ADOPTED by the Board of Education of Tillamook Bay Community College this 9<sup>th</sup> day of March, 2026.

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Mary Faith Bell  
Board Chair

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Paul Jarrell  
President

# Legislative Session Update

**RECOMMENDATION**  
INFORMATION

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

## OCCA Update for College Boards – March 2026

### **2026 Legislative Session Nearing End**

The 2026 Legislative Session is coming close to an end, with the constitutional sine die set for March 9. The short session has moved at warp speed, and OCCA has continued to track numerous bills throughout the past month. One of those bills – SB 1537 – appears to be moving forward and, if approved, will have implications on community college boards.

[SB 1537](#) is the revised community college governance bill (that originally came about in the 2025 Session and died), which would require boards to list a public email address on their college website, add a non-voting student member, and establish clearer procedures for board vacancies. The measure is a significantly scaled-back version of the broader governance proposal introduced in 2025. While OCCA continues to oppose unnecessary encroachment on locally elected board authority, the amended version of SB 1537 represents the most workable path forward. In late-February, the House Education Committee passed the bill out of committee with an additional [amendment](#) that excludes non-voting student members from attending executive sessions and removes the requirement for boards to adopt policies for student members in executive session. Statements on the record also make it clear that materials that are distributed to the board and must be provided to non-voting student members do not include executive session documents. The bill now moves to the House floor for passage. If passed, it will go back to the Senate for concurrence.

However, Senator Lew Frederick (the bill's sponsor) has indicated he will vote against concurrence, which would likely send the measure back to a conference committee to reconcile differences and negotiate a final version. With the compressed timelines of this short session, that process becomes increasingly challenging and unlikely every day, and the bill could ultimately run out of time. If that occurs, the immediate effect would be that the legislation would not move forward this year. However, Senator Frederick's office indicated he would bring the issue up in 2027 if it does not pass this session.

In addition to SB 1537, OCCA is closely monitoring [HB 4177](#), which would retain a “common sense understanding” of serial communications and provides clarity around terms used in the statute. News media opposes this bill as they feel they were excluded from the workgroup. If approved, the bill will ensure that governing boards conduct their business in a clear and transparent manner consistent with the requirements of Oregon Public Meetings Law. The bill passed out of the House Rules Committee and was referred to the Joint Ways and Means Committee where it awaits further action.

With the potential for both SB 1537 and HB 4177 to move forward in the Session, OCCA will develop an educational session for community college boards to help members learn more about the new requirements (if enacted), as both have emergency clauses that cause them to go into effect immediately upon passage (with some phase-in clauses). Stay tuned for more information about these board education opportunities.

**BOARD MEMBER ACTION:**

- **Be on the lookout for a board education opportunity and then register** to learn more about the new public meetings laws and community college governance law if approved in the 2026 Session.

**Coming Soon: 2026 End of (Legislative) Session & Implementation Report**

At the conclusion of each legislative session, OCCA publishes an End of Session Report that highlights the priority bills the association tracked, summarizes the work conducted on each measure, and explains how those bills progressed through the legislative process. The report also provides an overview of the session and outlines what the outcomes mean for community colleges in relation to OCCA's legislative priorities.

In addition, OCCA produces an Implementation Report to help colleges and governing boards understand new laws and prepare for any required changes. When impacts to colleges are identified, the implementation guidance outlines the steps institutions should take to prepare for implementation.

During short legislative sessions, OCCA combines these two resources into a single, streamlined End of Session & Implementation Report. This combined report is typically released shortly after the legislative session concludes.

**BOARD MEMBER ACTION:**

- **Read through the OCCA 2026 End of Session & Implementation Report** when it's released following the end of the 2026 Legislative Session.

**Coming Soon: OCCA Member Services Survey**

The OCCA Member Services Committee, in consultation with the DEI Committee, has developed a brief survey to better understand the education, training, and resource needs of locally elected community college board members. Your feedback will help shape future board education opportunities, professional development offerings, conference planning, and strategies to strengthen engagement among board members statewide.

The committee has set an ambitious goal of achieving an 80% response rate to ensure the results accurately reflect board member perspectives across Oregon. When you receive the survey, please take a few minutes to complete it – your input will directly inform OCCA's member services priorities and help ensure our programs align with the needs of board leadership.

Please keep an eye out for the survey in the coming weeks and thank you in advance for your participation.

**BOARD MEMBER ACTION:**

- **Be on the lookout in your email inbox** for the survey link and then **take the survey**.

**Public Meeting Minute – What is a Public Meeting?**

*Each month, OCCA Senior Policy Advisor & General Counsel Karen Smith will provide guidance for boards related to Oregon Public Meetings Law.*

Oregon Public Meetings Law defines a public meeting as “the convening of a governing body of a public body for which a quorum is required in order to make a decision or deliberate toward a decision on any matter.” Understanding how each part of this definition applies helps clarify when community college discussions must comply with the law.

For community colleges, the governing body is the locally elected Board of Education. Because the board has authority over policy and administration, it is a decision-making body subject to Public Meetings Law. Advisory bodies that are authorized to make recommendations to the board are also considered governing bodies under the law, as are certain board committees and subcommittees.

Some groups are not subject to Public Meetings Law. Fact-gathering bodies that only collect and provide factual information, without authority to make decisions or recommendations, are exempt. In addition, bodies appointed by an individual public official, such as a college president, are exempt when they make recommendations only to that official and the official is not required to forward those recommendations unchanged to a governing body.

A “quorum” is the minimum number of members required to legally conduct business. Community college boards have seven members, so a quorum is a majority of the board, or four members. The quorum requirement does not change if a board position is vacant.

The law broadly defines “convening.” A meeting may occur through an in-person gathering, real-time electronic or telephonic communication, serial written communications, or the use of an intermediary to relay communications among members. Oregon Government Ethics Commission (OGEC) rules specify that serial written communication includes a series of electronic exchanges such as emails, text messages, or social media messages. These communications can occur during or outside a formal meeting.

OGEC rules also clarify which gatherings are covered. Regular, special, and emergency meetings, executive sessions, and work sessions or workshops where information is received or preliminary deliberations occur are all subject to Public Meetings Law. Activities such as on-site inspections, purely social gatherings, or attendance at national, regional, or state association meetings are exempt, provided board members do not deliberate or make decisions on matters reasonably expected to come before the board.

Next month, we will review legal requirements related to meeting notices and minutes. OCCA is also organizing a training session for board members on executive session requirements, with details to be shared soon.

### **Save-the-Date: All-Oregon Academic Team Luncheon**

The 2026 All-Oregon Academic Team (AOAT) Luncheon will take place on **Friday, April 17, 2026**, at Chemeketa Community College's Eola Center in Salem. Registration for this exciting and inspiring event will open very soon! The luncheon honors students from all 17 colleges who have made remarkable achievements in and out of the classroom, often overcoming challenging obstacles. The event's keynote speaker and featured student speakers will be announced in the spring.

### **BOARD MEMBER ACTION:**

- **Register & plan to attend the AOAT Luncheon** when the registration link becomes available and is emailed to you soon!

### **OCCA Lunch & Learn Webinar: February Recap**

On February 26, OCCA hosted a Lunch & Learn titled *From Authority to Implementation: Applied Baccalaureates in Action*, providing board members and college leaders with an update on progress since Oregon community colleges were granted authority to offer Applied Baccalaureate degrees.

The session began with an overview of the current statewide applied baccalaureate landscape, followed by a focused discussion of the two consortium models currently in development – the Bachelor of Science in Nursing (BSN) and the Bachelor of Applied Science in Education (BASE). Presenters shared insights into program structure, cross-college collaboration, and where each consortium stands in the implementation process. The discussion highlighted how these programs are expanding access to bachelor's degrees while helping meet critical workforce and community needs across Oregon.

Presenters included John Wykoff (OCCA), Holly Nelson (Chemeketa Community College), Julie Downing (Central Oregon Community College), Karla Hale (Chemeketa Community College), and Kanoe Bunney (Linn-Benton Community College).

Board members who were unable to attend – or who would like to revisit the discussion – can view the recording by [clicking here](#).

### **BOARD MEMBER ACTION:**

- **Watch** the February Lunch & Learn.

Registration for the March Lunch & Learn presented by The Ford Family Foundation coming soon!



260 13<sup>th</sup> Street NE  
Salem, OR 97301  
503.399.9912  
<https://www.occa17.com>

### **OCCA Digest e-newsletter**

The *OCCA Digest* is a monthly e-newsletter that highlights updates during the Legislative Session, important events, news, and announcements. It is a great way to stay connected with information important to community colleges in Oregon and learn how you can take action to support colleges and students. The newsletter is published the first Thursday of each month, *except during a legislative session, at which time it becomes a weekly publication that comes out on Thursdays.*

To sign up to receive this free e-newsletter, visit <https://occa17.com/resources/newsletter/> and click the “Sign Up” button. The OCCA Digest will come from OCCA Communications Director Casey White-Zollman at [casey@occa17.com](mailto:casey@occa17.com), so be sure to add her email to your contacts to ensure the email arrives in your inbox and not your spam folder.

###

*The Oregon Community College Association was founded in 1962 with the purpose of providing support to the colleges before policymakers and partners whose actions affect the wellbeing of community colleges across the state. OCCA represents the 17 publicly chartered community colleges and their locally elected board members. Leading with racial equity, we advocate, communicate, and collaborate to strengthen community colleges for the benefit of Oregonians, particularly those historically underserved or systemically marginalized in higher education. Have questions about OCCA and our work to support Oregon’s community colleges? Contact [occa@occa17.com](mailto:occa@occa17.com).*

## Authorization for Additional Check Signer

### **RECOMMENDATION**

AUTHORIZE BOARD CHAIR TO SIGN TO APPROVE ADDITIONAL/ REMOVAL OF CHECK SIGNER –ACTION ITEM

### **BACKGROUND INFORMATION** ..... Interim CFO Soules

- 1) Upon executing and returning the attached US Bank form, Kylie Poklikuha, Sr. Human Resources Manager, will be removed as authorized signer for checks issued by TBCC.
  
- 2) Upon executing and returning the attached US Bank form, Jason Lawrence will be added as an authorized signer for checks issued by TBCC.

## Information Only Items

**RECOMMENDATION**

INFORMATION ONLY

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

# Health Sciences Program Update

**RECOMMENDATION**

INFORMATION ONLY

**BACKGROUND INFORMATION** .....DEAN SLOVER

# ASTBCC Report

**RECOMMENDATION**

INFORMATION ONLY

**BACKGROUND INFORMATION** .....ASTBCC PRESIDENT FERGUSON

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

# Financial Report

**RECOMMENDATION**

INFORMATION ONLY

**BACKGROUND INFORMATION** .....Interim 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 January 2026  
58.33% of fiscal year completed

1/31/2026

	FY 2024-2025			FY 2025-2026		
	Annual Budget	1/31/2025	% of Budget	Annual Budget	1/31/2026	% of Budget
<b>Resources</b>						
Beginning Fund Balance	\$1,200,000	\$1,973,739	164.48%	\$1,650,000	\$2,143,698	129.92%
State	\$4,251,541	\$3,473,509	81.70%	\$4,650,000	\$3,667,626	78.87%
Property Taxes	\$1,679,205	\$1,461,897	87.06%	\$1,625,000	\$1,512,254	93.06%
Local Contracts	\$40,640	\$0	0.00%	\$0	\$0	0.00%
Tuition	\$976,000	\$799,041	81.87%	\$1,115,000	\$912,127	81.81%
Fees	\$156,520	\$241,342	154.19%	\$300,000	\$291,142	97.05%
Other Course Fees	\$0	\$86,334	0.00%	\$120,000	\$98,940	82.45%
Interest	\$360,000	\$106,700	29.64%	\$120,000	\$77,627	64.69%
Other (sales of goods, rental, Misc.)	\$50,700	\$25,824	50.93%	\$2,500	\$5,658	226.32%
Transfers	\$509,664	\$60,385	11.85%	\$499,532	\$53,655	10.74%
<b>Total resources</b>	<b>\$9,224,270</b>	<b>\$8,228,771</b>	<b>89%</b>	<b>\$10,082,032</b>	<b>\$8,762,727</b>	<b>86.91%</b>
<b>Expenditures</b>						
Instruction	\$2,481,180	\$1,096,032	44.17%	\$2,839,643	\$1,264,001	44.51%
Instructional Support	\$957,227	\$412,516	43.09%	\$1,051,115	\$516,720	49.16%
Student Services	\$892,427	\$449,739	50.40%	\$1,099,928	\$522,786	47.53%
College Support	\$2,636,905	\$1,208,498	45.83%	\$2,655,961	\$1,065,679	40.12%
Plant Operation	\$843,874	\$458,413	54.32%	\$1,007,444	\$497,978	49.43%
Transfers	\$329,991	\$273,942	83.01%	\$365,000	\$67,965	18.62%
Contingency	\$383,939	\$0	0.00%	\$262,941	\$0	0.00%
<b>Total expenditures</b>	<b>\$8,525,543</b>	<b>\$3,899,140</b>	<b>45.73%</b>	<b>\$9,282,032</b>	<b>\$3,935,129</b>	<b>42.40%</b>
<b>Ending fund balance</b>	<b>\$698,727</b>	<b>\$4,329,631</b>		<b>\$800,000</b>	<b>\$4,827,598</b>	

## 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.

# President's Report

## RECOMMENDATION

INFORMATION ONLY

BACKGROUND INFORMATION .....President Jarrell

### Winter Term Enrollment

- Winter term enrollment is strong. Updated enrollment shows 10% growth year over year.
- Early indicators continue to reflect strong student interest in **career-technical education and healthcare pathways**, consistent with our strategic focus on living-wage outcomes.

### Campus Transformation

- Permanent new campus entrance.
- The Administration & Health Sciences (AHS) Building is nearing completion, positioning TBCC to expand nursing and allied health capacity and to host larger community events and regional trainings.
- Construction continues on the Center for Industrial Technologies (CIT), which will be complete by end of the month.
- IT Services and Campus needs review, Feb. 24-26

### Programmatic Updates

- TBCC Nursing program received final, full approval from OSBN
  - Highlighted program at CTE Days in Salem
- Beginning Program review and audit
- RGP Institute 3: Secondary Education partnership, March 11-13

### Strategic Plan in Action

This month's progress reflects continued movement from planning to implementation:

- **Career-Centered Pathways:**  
Expansion of healthcare and industrial training capacity directly aligns with our commitment to prepare students for high-demand, living-wage careers.
- **Access & Student Success:**  
Rural Guided Pathways work is helping redesign the student experience so that entry, progression, and completion are clearer, more equitable, and more efficient.
- **Community & Economic Impact:**  
State and regional recognition of our nursing program underscores TBCC's role as a primary workforce engine for the North Coast.
- **Institutional Transformation:**  
The physical development of the campus mirrors the deeper institutional shift toward a more integrated, student-ready, and future-focused college.

## **Fiscal & Legislative Environment**

The broader fiscal environment remains uncertain:

- State discussions continue to include potential reductions to higher education funding in the next biennium.
- Federal policy and budget dynamics may affect financial aid, workforce funding, and grant opportunities.

In response, the college is:

- Actively engaged in OCCA advocacy
- Continuing multi-year financial planning
  - Containing rising personnel expenses
- Aligning resources with high-impact, mission-critical programs
- Exploring shared services and outsourcing as expense-saving measures

This proactive approach supports long-term sustainability while protecting student access and success.

## **Culture & Employee Engagement**

Our progress is made possible by the extraordinary commitment of TBCC employees.

Current areas of focus include:

- Cross-college collaboration and training
- Preparing employees for the transition into new facilities, new responsibilities, and new ways of serving students
- Maintaining a culture of transparency, care, and shared purpose during a time of significant change

The energy and adaptability of our faculty and staff continue to be one of the college's greatest strengths.

## **March Observances**

### **National Women's History Month**

March is National Women's History Month, recognizing the contributions of women to our society, our communities, and our institutions.

### **International Women's Day – March 8**

International Women's Day celebrates the achievements of women worldwide and calls for continued progress toward equity and opportunity.

## **Upcoming Dates**

- Rural Guided Pathways Institute 3 – March 11-13
- Spring Break – March 23 – 28, Campus open
- AHS Building Ribbon-Cutting & Campus Open House – April 18, 1 – 4pm
- Next Board meeting, April 13, 2026

## 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