

TACOMA COMMUNITY COLLEGE

Meeting of the Board of Trustees

September 23, 1970

3:30 p.m.

Northwest History Room

Agenda

1. Roll call
2. Minutes
3. Correspondence
4. Unfinished business
 - (a) Equipment bids (supplement 4-a) -- Mr. Van Mieghem
5. New business
 - (a) Equipment bids (supplement 5-a) -- Mr. Van Mieghem
 - (b) Supplementary faculty appointments (supplement 5-b-1) -- Dr. Jacobson
(supplement 5-b-2) -- Mr. Rhule
 - (c) Proposed session for legislators (supplement 5-c)
 - (d) Discussion of statement on institutional objectives (supplement 5-d)
 - (e) Discussion of proposal on tenure for administrators (supplement 5-e)
6. Reports
 - (a) TCCA Mr. Clarke
 - (b) ASB Mr. Sheridan
 - (c) TCCSA Mrs. Hildebrand
 - (d) Community Services Mr. Rhule
 - (e) Instruction Dr. Jacobson
 - (f) Student Services Dr. Lathrop
 - (g) Administrative Services Mr. Van Mieghem
 - (h) Planning **Dr.** Falk
 - (i) Resource Center Mrs. Amoroso
 - (j) President's Report "Attitude Survey on Campus Unrest"
7. Information

TACOMA COMMUNITY COLLEGE

BOARD OF TRUSTEES

Minutes

September 23, 1970

The regular meeting of the Board of Trustees was called to order by Mr. John Binns, Chairman, at 3:30 p.m., September 23, 1970, at Tacoma Community College.

Present: John Binns, Don Anderson, Charles Edmunds, Dr. Dewey Tuggle, Robert Yamashita, and Thornton Ford, Secretary

Guests: Robert Patterson, Robert Rhule, Dr. Robert Lathrop, Dale Wirsing, Dr. Paul Jacobson, Mrs. Lorraine Hildebrand, Howard Ferguson, Dr. Richard Falk, Jim Call, Mrs. Doreen Amoroso, Jerry Vaughan, J. Allan Clarke, Barry Sheridan, and Daniel Lazare.

A quorum was present with all members of the Board in attendance.

Minutes of the meeting of August 31, 1970, were approved as submitted.

CORRESPONDENCE

Dr. Ford referred to a letter from the Director of the State Board for Community College Education on the "Role of Students in College Governance" and the status report that has been prepared and transmitted to Governor Evans.

UNFINISHED BUSINESS

Mr. Call reported on the bid for two calculators postponed at the last board meeting (supplement 4-a). Dr. Tuggle moved and Mr. Edmunds seconded that the Board accept the bid from United Office Equipment for two Olivetti-Underwood calculators at a price of \$460.00 each. The motion carried.

NEW BUSINESS

Mr. Edmunds moved and Dr. Tuggle seconded that the Board accept the bid for the lot from Scientific Supply for science equipment at the price of \$2,187.00 without saying "discount." The motion carried.

Mr. Edmunds moved and Dr. Tuggle seconded that the Board accept the low bid by items (supplement 5-a) as recommended by the administration and the purchasing department for cameras and editors for the Instructional Resource Center totaling \$1,050.51. The motion carried.

After discussion, Mr. Anderson moved and Dr. Tuggle seconded that the Board accept the bid for audio-visual equipment, sound projectors, and sound filmstrip projectors, by item (supplement 5-a), as recommended by the administration and the purchasing department at a total price of \$5,222.65. The motion carried.

After discussion, Mr. Yamashita moved and Dr. Tuggle seconded that the Board approve the supplementary faculty list for Fall Quarter, 1970, (supplement 5-b-1), including the appointment of Elijah Hankerson to regular faculty status. The motion carried.

After considerable discussion, Mr. Edmunds moved and Dr. Tuggle seconded that the Board approve the Community Services lists of supplementary faculty for both credit and non-credit courses (supplement 5-b-2). The motion carried. Mr. Binns suggested that in the future, degrees (if any) be added after the faculty names.

Mr. Edmunds moved and Mr. Yamashita seconded that the proposed letter to legislators (supplement 5-c) be mailed setting the date of October 6, 1970, and the time at 7:00 p.m., in the Northwest Room of the Instructional Resource Center (library). The motion carried.

Dr. Ford informed the Board of a need for TCC to re-examine its institutional objectives (see supplement 5-d).

Considerable discussion followed. Mr. Binns said he was impressed with the document. Mr. Anderson made two points--first that in management terminology "objectives" imply time deadlines, and second, that a multiplicity of objectives fragments efforts. Mr. Yamashita said he felt re-examination of objectives was a "healthy sign." Mr. Sheridan endorsed the proposed objectives.

Dr. Ford said that he would like to have in writing philosophical definitions for action at the October meeting. He said that following adoption of this a statement of priorities for the next year or two years should be made to be delivered to the Budget Advisory Council and subsequently to the Board.

Dr. Ford reported on the "Administrator Tenure Proposal for Tacoma Community College" and stated that this was not an action item for today. Mr. Sheridan expressed the view that students should have more to say about tenure for instructors.

REPORTS

TCCA

Mr. Clarke presented the idea of creating a special emergency fund for teachers coming from out of state and needing immediate financial help.

ASB

Mr. Sheridan, ASB President, expressed the hope that administrators, faculty, and students would get together and that he hopes to keep the students in touch.

TCCSA

Mrs. Hildebrand said the TCCSA will have their first meeting of the year in October at which time they will have a report.

Instruction

Dr. Jacobson reported on the faculty retreat to be held at Crystal Mountain September 24th and 25th. Trustees Yamashita and Anderson will attend, he said.

Student Services

Dr. Lathrop reported that as of 1:30 today (September 23) there are 2,625 FTE's registered representing 2,867 people which is ahead of last year's registration. Dr. Ford added that this does not include Community Services which is expected to reach 700 to 800.

Planning

Dr. Falk reported on occupational programs at the college and provided the Trustees with a status report for Fall, 1970.

Resource Center

Mrs. Amoroso formally thanked the Board for their cooperation in obtaining needed audio-visual equipment. She also reported on the progress of the mezzanine in the library and that very minor revisions have been made in the handbooks this year. Also discussed was the large picture in the Northwest Room on loan from the Washington State Historical Society.

Mr. Binns recognized Mr. Daniel Lazare, a visitor. Mr. Lazare is on the staff of Tacoma Public Schools.

President's Report "Attitude Survey on Campus Unrest"

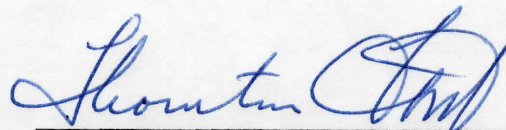
President Ford called on Mr. Wirsing, who reported on the results of an attitude survey conducted by the President's Panel on Institutional Challenges. 20 per cent of the students registered at TCC in the Spring Quarter of 1970 received the 63-statement attitude survey, as did a sample of community opinion leaders, identifiable liberal and conservative leaders, and a low income and a high income precinct. Mr. Wirsing said that, at best, the response rate was about 50 per cent. Generalizations that appear to be justified by the results include: (1) TCC students are closer to the general public in attitudes and less liberal than they are sometimes pictured;; (2) many people seem to have a feeling that their opinions about the conduct of college affairs have been disregarded and that they are entitled to a greater voice in how colleges are run; and (3) both students and the general public object to force and violence on the campus, either by demonstrators or law enforcement agencies, but they are not willing to rule out the possibility that law enforcement agencies may need to use force. Mr. Wirsing said the Panel will prepare a written report and make recommendations to President Ford and to the Trustees.

INFORMATION

Dr. Ford informed the Board of a letter from Jeffery Iverson requesting the college to go on record as having no objections to the issuance of a liquor license at the address of 19th and Mildred. It has been determined, he said, that this is in the county and is zoned for general use. Mr. Patterson advised the Board that its only recourse, if it has objections, appears to be filing of a protest, with reasons, with the State Liquor Control Board. No motion was needed but Dr. Tuggle proposed and Mr. Edmunds seconded that the Board take no action on this item. After discussion, Mr. Anderson moved that the Board go on record that the college oppose the issuance of this license. Motion failed for lack of a second.

The next meeting of the Board of Trustees will be held on October 22, 1970, at 3:30 p.m.

The formal meeting adjourned at 6:05 p.m., at which time Mr. Wirsing showed slides and further discussed the attitude and opinion survey.



Thornton Ford, Secretary

State of Washington
STATE BOARD FOR COMMUNITY COLLEGE EDUCATION
Olympia

M E M O R A N D U M

TO: Members, Council of Presidents

September 14, 1970

FROM: A. A. Canfield
Director

RE: ROLE OF STUDENTS IN COLLEGE GOVERNANCE

Governor Evans has been concerned for some time about the role of students in college governance. Recently he asked this office to provide him with a status report on the role of students in the community college system. That status report has been prepared and transmitted to Governor Evans.

The responses were obtained from the district presidents. To them, I wish to express my appreciation for their prompt and thoughtful responses.

A copy of the status report is enclosed for your information.

AAC:mv

Enclosure

THE ROLE OF STUDENTS IN COLLEGE GOVERNANCE IN THE
WASHINGTON STATE COMMUNITY COLLEGE SYSTEM

STATE BOARD FOR COMMUNITY COLLEGE EDUCATION

SEPTEMBER 11, 1970

SUMMARY OF RESPONSES TO QUESTIONNAIRE ON ROLE
OF STUDENTS IN COLLEGE GOVERNANCE - MEMO 75-70

Number of districts reporting - 21

Does a student sit with the Board of Trustees?

Yes - 14

Does student have vote?

No - 14

Yes - 0

Does student receive all Board information?

No - 1

Yes - 13

Does student attend executive sessions?

No - 5

Yes - 9

No - 7

How are student views presented to the Board?

Regular procedure - 1

Place on agenda - 4

No formal arrangements - 2

Are changes in this policy contemplated?

No - 7

Yes - 0

QUESTIONNAIRE ON THE ROLE OF STUDENTS IN COLLEGE GOVERNANCE

MEMORANDUM 75-70

SIGNIFICANT COMMENTS FROM DISTRICTS

BIG BEND

Student and faculty representatives may be asked to leave Board session at the discretion of the Board, with an explanation.

CENTRALIA

If students are to have a place on the Board of Trustees, authorization must come from the Legislature.

LOWER COLUMBIA

The Board has been the initiator for greater student involvement in the operations of the college including Board activities.

GREEN RIVER, HIGHLINE, OLYMPIC

Students sit as official members of the college Council, or Cabinet, which is the principal policy formulating body of the college. Student views are reflected in all discussion of the Council or Cabinet and therefore are reflected in all policies which are presented to the Board of Trustees.

PENINSULA

There have been discussions between students and the Board concerning the power to vote for the student representative on the Board.

SEATTLE

Student representative is a helpful addition.

TACOMA

Students felt that their involvement with the Board of Trustees was less desirable or effective than participation on the various campus councils and committees.

WALLA WALLA

Students sit on various committees and the ASB officers meet with the college president one or more times a month to discuss college-wide problems.

BID FOR TWO CALCULATORS POSTPONED AT LAST BOARD MEETING. (3 were bid. Bookstore requirements have changed. They require 1 calculator instead of 2)

SPECIFICATIONS: CALCULATORS, ELECTRIC

10-Key Automatic Printing
13 List, 14 Total
Grand Total

REVIEW OF RESULTS:

<u>VENDOR</u>	<u>CALCULATOR BID</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>
H.D. Baker	Victor 10-871	\$585.00	\$1,170.00
Monroe International	Monroe 570E	\$495.00	\$990.00
<i>By Call</i> <u>United Office Equip.</u>	Olivetti-Underwood D-24 GT	<u>\$460.00</u>	<u>\$920.00</u>
Allied Business Mach.	Olympia RAS-4/12	\$382.50	\$725.00
Remington	Remington Mod. 99-140	\$483.55	\$967.10

NOTE: OLYMPIA MODEL DOES NOT HAVE GRAND TOTAL CAPACITY. WE RECOMMEND THE NEXT LOWEST BID OLIVETTI AS IT MEETS SPECIFICATIONS.

INVITATION TO BID

Return To

Tacoma Community College, Business Office
5900 So. 12th Street, Tacoma, Washington 98465

THIS IS NOT AN ORDER

8-19-70

DATE

Please bid net prices at which you will agree to furnish any or all of the following articles, F.O.B. destination shown below and on pages . To receive consideration, bids must be made on this form and signed in full. Prices must be based on our units extended and totalled. Delivery guarantee must be filled in. Tacoma Community College reserves the right to accept or reject bids on each item separately or as a whole, to reject any or all bids, waive informalities and to contract as the best interests of Tacoma Community College may require. Bids are subject to, but not limited to, the invitation to bid, request for quotations and specifications and plans, and the standard terms and conditions contained on the reverse side hereof. All erasures and changes shall be initialed.

Item No.	Prices F. O. B.	DESTINATION	Bidder Must Enter All Extensions and Totals			
			Quantity	Unit	Unit Price	Amount
1	<u>BALANCE, TOP LOADING,</u> METTLER P-162		1	ea		
2	<u>GAS LASER</u> Wavelength...:6328 Angstroms Output Power...2 milliwatts CW Plasma Tub....Brewster Angle windows Beam.....Devergence--Less than 0.3 milli-radiants half angle Diameter--2mm Polarization--linear Coherence.....Single mode. (TFMoo) uniphase wave-front External Mirrors..Factory prealigned wavefront correcting output mirror Power Supply.....Solid state d.c. supply 115V. 60 cps. Power Control.....Single "On Off" locking switch with removable key Dimensions.....22" X 5 3/8" X 4 3/8" Weight.....11 1/2 lbs. Plasma Tube Warranty--One year American optical--No. 3100 or equivalent.	Helium-Neon	1	ea.		

PLEASE ENTER COMPANY NAME AND ADDRESS BELOW

TOTAL

Address

Mark Your Bid Envelope

Business Office

Tacoma Community College

5900 So. 12th, Tacoma, Wash.

8-28-70

Bid Opens at 2:00 pm

We guarantee delivery at destination from _____ via _____ within _____ days after receipt of order at address shown. We will allow _____ discount for payment 10th proximo.

To the Tacoma Community College:

We have read and agreed to the conditions noted above and in the Standard Terms and Quotations. We further agree to furnish the articles specified at the prices stated herein, to be delivered to the station or location and on the date as set forth herein.

Date _____ 19____

Signature _____

Title _____

STANDARD TERMS AND CONDITIONS

This purchase order contract includes the following terms and conditions and includes, but is not limited to, the invitation to bid, request for quotations, specifications, plans and published rules and regulations of Tacoma Community College (TCC) and the laws of the State of Washington, which are hereby incorporated by reference.

- (1) No alteration in any of the terms, conditions, delivery, price, quality, quantities or specifications will be effective without prior written consent of TCC.
- (2) No charges will be allowed for handling which includes, but is not limited to, packing, wrapping, bags, containers or reels, unless otherwise stated herein.
- (3) No exception to delivery dates shall be allowed unless prior written approval is first obtained from TCC. TCC reserves the right to cancel any undelivered portion of this order.
- (4) Time of delivery is of the essence and TCC reserves the right to cancel any undelivered portion of this order for failure by the vendor to deliver on time. Vendor assumes responsibility of delay notwithstanding the cause.
- (5) All payments to the vendor shall be remitted by mail. TCC shall not honor drafts, nor accept goods on a sight draft basis. Furthermore, the provisions or monies due under this contract shall not be assignable.
- (6) SHIPPING INSTRUCTIONS: Unless otherwise specified, all goods are to be shipped prepaid, FOB destination. Where specific authorization is granted to ship goods FOB shipping point, vendor agrees to prepay all shipping charges, route cheapest common carrier, and to bill TCC as a separate item on the invoice for said charges, less federal transportation tax. Each invoice for shipping charges shall contain the original or a copy of the bill indicating that the payment for shipping has been made. It is also agreed that TCC reserves the right to refuse to accept any COD shipment.
- (7) All goods or materials purchased herein are subject to the approval by TCC. Any rejections of goods or materials, whether held by TCC or returned, will be at the vendor's risk and expense.
- (8) All invoices, packing lists, packages, shipping notices, instruction manuals, and any other written document affecting this contract shall contain the applicable purchase order number. Packing lists shall be enclosed in each and every box or package shipped pursuant to this contract, indicating the content therein.
- (9) The vendor agrees to protect TCC against all claims, suits, or proceedings for patent, trademark, copyright, or franchise infringement arising from the purchase, installation or use of the goods and materials purchased herein. The vendor further agrees to assume all expenses and damages arising from such claims, suits, or proceedings.
- (10) Vendor agrees that the waiver, acceptance, or failure by TCC to enforce any provisions, terms, or conditions of this contract shall not operate or be construed as a waiver of prior or subsequent breaches or the right of TCC to thereafter enforce such provisions.
- (11) The vendor warrants all articles supplied under this contract to conform to specifications herein, to be fit and sufficient for the purposes manufactured, merchantable, of good material and workmanship, and free from defects.
- (12) In the event that TCC is entitled to a cash discount, the period of computation shall commence on the date of delivery, or receipt of correctly completed vouchers, whichever is later. If an adjustment in payment is necessary due to damage, the cash discount period shall commence on the date final approval for payment is authorized.
- (13) Unless otherwise indicated, TCC agrees to pay all state of Washington sales tax. No charges shall be made for the Federal excise and transportation taxes and TCC agrees to furnish vendor upon request with an exemption certificate.
- (14) Vendor warrants and represents that all the goods and material contained herein are free and clear of all liens, claims or encumbrances of any kind whatsoever.
- (15) Vendor agrees to bear all risks of loss, injury or destruction of goods and materials contained herein which occur prior to delivery and such loss, injury or destruction shall not release vendor from any obligation hereunder.
- (16) The vendor agrees not to discriminate against any client, employee or applicant for employment or for services, because of race, creed, color, national origin, sex or age with regard to, but not limited to, the following: Employment upgrading, demotion or transfer; recruitment or recruitment advertising; Layoffs or termination; Rates of pay or other forms of compensation; Selection for training; Rendition of services. It is further understood that any vendor who is in violation of this clause shall be barred forthwith from receiving awards of any purchase order from TCC, unless a satisfactory showing is made that discriminatory practices have terminated and that a recurrence of such acts is unlikely.
- (17) All prices are to be included herein.
- (18) In the event of a breach by the vendor of any of the provisions of this contract, TCC reserves the right to cancel and terminate this contract forthwith upon giving oral or written notice to the vendor.
- (19) When special brands are named it shall be construed solely for the purpose of indicating the standards of quality, performance or use desired. Brands of equal quality, performance and use shall be considered, except as noted, provided vendor specifies the brand, model and submits descriptive literature, when available. Any bid containing a brand which is not of equal quality, performance, or use specified must be represented as an alternate and not as an equal, and failure to do so shall be sufficient reason to disregard the bid.
- (20) Vendor covenants and agrees that in the event suit is instituted by the buyer for any default on the part of the Vendor, he shall pay to the buyer all costs, expenses expended or incurred by the buyer in connection therewith, and reasonable attorneys' fees.

TACOMA COMMUNITY COLLEGE
 5900 SOUTH 12TH STREET
 TACOMA, WASHINGTON 98465

Page 2 of bid for SCIENTIFIC SUPPLIES

Item No.	Description	BIDDER MUST ENTER ALL EXTENSIONS AND TOTALS			
		Quantity	Unit	Unit Price	Amount
3	OPTICAL DEMONSTRATION AND EXPERIMENT KIT FOR GAS LASER BID ON ITEM 2	1	ea.		
4	DROPPING PIPET ONLY ½ oz. w/ screw cap s.s. no. 16346-128	360	ea.		
5	BRUSH, BURET 50 ML. ss. no. 17110-047	10	ea.		
6	BRUSH, TEST TUBE ½ IN. ss. no. 17027-023	50	ea.		
7	ATOMIC ORBITAL BOARD ss. no. H21403-005	3	ea.		
8	BEAKER CLAMP ss. no. 21745-009	2	ea.		
9	TIME TAPE, LABELING ½" white X 500" ss. no. 36425-023	20	Rolls		
10	TUBING, RUBBER 3/16 X 1/6 ss. no. 56420-044	200	ft.		
11	TUBING, PLASTIC 3/16 X 1/16 ss. no. 63010-042	50	ft.		
12	L-1 AMOEBA PROTEUS	100	ea.		
13	L-350 GRASS FROGS	100	ea.		
14	P-1222 RANA PIPIENS DOUBLE INJECTED	3	doz.		
15	P-1564 PIG UTERUS	6	ea.		
16	P-1520 EMBALMED CATS (small size plain)	18	ea.		
17	PIPET, RBC, BD UNOPETTE 14333-001	2	pkg.		
18	PIPET, WBC, BD UNOPETTE 14333-023	22	pkg.		
19	48466-006 MICRO SLIDE CABINET	1	ea.		
20	P-11 GRANTIA ½" to 3/4"	6	doz.		
21	P-608 GRASSHOPPER (ROMALEA)	6	doz.		
22	P-241 STARFISH LARGE 6"-8"	6	doz.		
23	P-1222 FROG, RANA PIPIENS DOUBLY INJECTED 3 1/3" to 4"	6	doz.		
TOTAL					

TACOMA COMMUNITY COLLEGE
 5900 SOUTH 12TH STREET
 TACOMA, WASHINGTON 98465

Page 3 of bid for SCIENTIFIC SUPPLIES

Item No.	Description	BIDDER MUST ENTER ALL EXTENSIONS AND TOTALS			
		Quantity	Unit	Unit Price	Amount
24	E-1080 LAB COAT 5 oz. TWILL SIZE 42	2	ea.		
25	P-1102 DOGFISH, SMALL SIZE, DOUBLY INJECTED	3	doz.		
26	P-385 CRAYFISH, ASTACUS 4" to 4 3/4"	6	Doz.		
27	P-1152 PERCH, MEDIUM 6" to 7"plain	6	doz.		
28	P-1562 FETAL PIGS, 11" to 13" DOUBLY INJECTED	4	doz.		
29	P-322 FRESH-WATER MUSSEL 3" to 4" Pegged	6	doz.		
30	L-351 Frogs (To be ordered by phone when needed)	6	doz.		
ADDITIONAL DISCOUNTS FOR "ALL OR NOTHING" BID _____					
TOTAL					

BID INVITATION-SCIENTIFIC SUPPLIES
BID OPENING-8/28/70-2:00 P.M.

<u>ITEMS</u>	<u>SCIENTIFIC PRODUCTS</u>		<u>CURTIN SCIENTIFIC CO.</u>		<u>CAROLINA BIOLOGICAL SUPPLY</u>		<u>COLLEGE BIOLOGICAL SUPPLY</u>		<u>SCIENTIFIC SUPPLIES</u>	
	<u>UNIT</u>	<u>TOTAL</u>	<u>UNIT</u>	<u>TOTAL</u>	<u>UNIT</u>	<u>TOTAL</u>	<u>UNIT</u>	<u>TOTAL</u>	<u>UNIT</u>	<u>TOTAL</u>
1. BALANCE, TOP LOADING		\$815.00		\$815.00	N/B		N/B			\$815.00
2. GAS LASER	N/B			\$340.00						\$350.00
3. OPTICAL DEMO. KIT FOR LASER				\$287.00						\$295.00
4. DROPPING PIPET, 1/2 OZ.			\$.60	\$18.00					\$.48	\$14.40
5. BRUSH BURET, 50 ML.			\$.32	\$3.20					\$.88	\$1.76
6. BRUSH, TEST TUBE, 1/2"			\$.17	\$8.50					\$1.10	\$5.50
7. ATOMIC ORBITAL BOARD				N/B					\$1.15	\$3.45
8. BEAKER CLAMP			\$4.25	\$8.50					\$3.35	\$6.70
9. TIME TAPE, LABELING			\$.66	\$13.20					\$.65	\$13.00
10. TUBING, RUBBER			\$.25	\$50.00					\$8.10	\$32.40
11. TUBING, PLASTIC			\$.15	\$7.50					\$5.60	\$5.60
12. L-1 AMOEBA PROTEUS					\$8.70	\$8.70	\$.08	\$8.00	\$8.50	\$8.50
13. L-350 GRASS FROGS						\$58.70	\$.42	\$42.00	\$48.00	\$48.00
14. P-1222 RANA PIPIENS					\$12.10	\$36.30	\$11.40	\$34.20	\$12.25	\$36.75
15. P-1564 PIG UTERUS					\$6.90	\$39.60	\$4.25	\$25.50	\$4.25	\$25.50
16. P-1520 EMBALMED CATS					\$80.00	\$120.00	\$4.50	\$81.00	\$6.30	\$113.40
17. PIPET, RBC			\$16.50	\$33.00			N/B		N/B	\$15.00

ITEMS	SCIENTIFIC PRODUCTS		CURTIN SCIENTIFIC CO.		CAROLINA BIOLOGICAL SUPPLY		COLLEGE BIOLOGICAL SUPPLY		SCIENTIFIC SUPPLIES	
	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL
18. PIPET WBC			\$16.50	\$363.00					\$15.00	\$75.00
19. MICRO SLIDE CABINET			\$54.00	\$54.00					\$60.00	\$60.00
20. P-11 GRANTIA 1/2" to 3/4"					\$1.50	\$9.00	\$1.10	\$6.60	\$1.35	\$8.10
21. P-608 GRASSHOPPER					\$1.75	\$10.50	\$1.75	\$10.50	\$2.00	\$12.00
22. P-241 STARFISH, LARGE					\$6.00	\$36.00	\$5.50	\$33.00	\$5.50	\$33.00
23. P-1222 FROG					\$12.10	\$72.60	\$11.40	\$68.40	\$12.25	\$73.50
24. E-1080 LAB COAT, 5 OZ.			\$7.00	\$14.00			\$6.25	\$12.50	\$5.50	\$11.00
25. P-1102 DOGFISH					\$28.00	\$84.00	\$17.00	\$51.00	\$19.25	\$57.75
26. P-385 CRAYFISH					\$5.00	\$30.00	\$2.80	\$16.80	\$2.85	\$17.10
27. P-1152 PERCH					\$4.80	\$28.80	\$5.80	\$28.80	\$4.00	\$24.00
28. P-1562 FETAL PIGS, 11" - 13"					\$46.50	\$186.00	\$42.50	\$170.00	\$49.25	\$197.00
29. P-322 FRESH WATER MUSSEL					\$3.20	\$19.20	\$3.00	\$18.00	\$3.30	\$19.80
30. L-351 FROGS					\$7.40	\$44.40	\$5.50	\$21.00	\$5.50	\$33.00
TOTALS		\$815.00		\$2,014.00		\$783.80		\$627.30		\$2,411.21

LOWEST BID MEETING SPECIFICATION INDICATED BY _____ RECOMMENDED.

GEORGE VAN MIEGHEM
DEAN OF ADMINISTRATIVE SERVICES

WE RECOMMEND AWARDING THE ENTIRE BID TO SCIENTIFIC SUPPLY COMPANY OF SEATTLE. THEIR BID OF \$2,187.00 FOR THE LOT, WHICH MEETS SPECIFICATIONS ON EVERY ITEM IS \$103.00 LESS THAN LOW BID ITEM BY ITEM. THIS IS AN ADDITIONAL 9% OFF THEIR TOTAL BID OF \$2,411.21.

INVITATION TO BID

Return To

Tacoma Community College, Business Office
5900 So. 12th Street, Tacoma, Washington 98465

THIS IS NOT AN ORDER

September 2, 1970

DATE

Please bid net prices at which you will agree to furnish any or all of the following articles, F.O.B. destination shown below and on pages 1 & 2 To receive consideration, bids must be made on this form and signed in full. Prices must be based on our units extended and totalled. Delivery guarantee must be filled in. Tacoma Community College reserves the right to accept or reject bids on each item separately or as a whole, to reject any or all bids, waive informalities and to contract as the best interests of Tacoma Community College may require. Bids are subject to, but not limited to, the invitation to bid, request for quotations and specifications and plans, and the standard terms and conditions contained on the reverse side hereof. All erasures and changes shall be initialed.

Item No.	Prices F. O. B. Destination	Bidder Must Enter All Extensions and Totals			
		Quantity	Unit	Unit Price	Amount
1	<u>8 MM CAMERA</u> Must have power zoom and built in close-up feature. Carrying Case. Bolex Model 160 Macro Zoom	1	Ea.		
2	<u>8 MM EDITOR/VIEWER/REWIND</u> Vernon Model 808 or equivalent	1	Ea.		
3	<u>SUPER 8 EKTAGRAPHIC CAMERA</u> Kodak M-9 with movie light and carrying case	1	Ea.		
4	<u>CARRYING CASE</u> For Honeywell Pentax "Spotmatic" camera	1	Ea.		
5	<u>FILTER, POLARIZING</u> To fit 49 MM series VII adapter ring. Will be used with Honeywell "Spotmatic" camera.	1	Ea.		

PLEASE ENTER COMPANY NAME AND ADDRESS BELOW

TOTAL

Address

Mark Your Bid Envelope
Business Office
Tacoma Community College
5900 So. 12th, Tacoma, Wash.
9/11/70 Bid Opens at 2:00 P.M.

We guarantee delivery at destination from _____ via _____ within _____ days after receipt of order at address shown. We will allow _____ discount for payment 10th proximo.

To the Tacoma Community College:

We have read and agreed to the conditions noted above and in the Standard Terms and Quotations. We further agree to furnish the articles specified at the prices stated herein, to be delivered to the station or location and on the date as set forth herein.

Date _____ 19 _____

Signature _____

Title _____

STANDARD TERMS AND CONDITIONS

This purchase order contract includes the following terms and conditions and includes, but not limited to, the invitation to bid, request for quotations, specifications, plans and published rules and regulations of Tacoma Community College (TCC) and the laws of the State of Washington, which are hereby incorporated by reference.

- (1) No alteration in any of the terms, conditions, delivery, price, quality, quantities or specifications will be effective without prior written consent of TCC.
- (2) No charges will be allowed for handling which includes, but is not limited to, packing, wrapping, bags, containers or reels, unless otherwise stated herein.
- (3) No exception to delivery dates shall be allowed unless prior written approval is first obtained from TCC. TCC reserves the right to cancel any undelivered portion of this order.
- (4) Time of delivery is of the essence and TCC reserves the right to cancel any undelivered portion of this order for failure by the vendor to deliver on time. Vendor assumes responsibility of delay notwithstanding the cause.
- (5) All payments to the vendor shall be remitted by mail. TCC shall not honor drafts, nor accept goods on a sight draft basis. Furthermore, the provisions or monies due under this contract shall not be assignable.
- (6) SHIPPING INSTRUCTIONS: Unless otherwise specified, all goods are to be shipped prepaid, FOB destination. Where specific authorization is granted to ship goods FOB shipping point, vendor agrees to prepay all shipping charges, route cheapest common carrier, and to bill TCC as a separate item on the invoice for said charges, less federal transportation tax. Each invoice for shipping charges shall contain the original or a copy of the bill indicating that the payment for shipping has been made. It is also agreed that TCC reserves the right to refuse to accept any COD shipments.
- (7) All goods or materials purchased herein are subject to the approval by TCC. Any rejections of goods or materials, whether held by TCC or returned, will be at the vendor's risk and expense.
- (8) All invoices, packing lists, packages, shipping notices, instruction manuals, and any other written document affecting this contract shall contain the applicable purchase order number. Packing lists shall be enclosed in each and every box or package shipped pursuant to this contract, indicating the content therein.
- (9) The vendor agrees to protect TCC against all claims, suits, or proceedings for patent, trademark, copyright, or franchise infringement arising from the purchase, installation or use of the goods and materials purchased herein. The vendor further agrees to assume all expenses and damages arising from such claims, suits, or proceedings.
- (10) Vendor agrees that the waiver, acceptance, or failure by TCC to enforce any provisions, terms, or conditions of this contract shall not operate or be construed as a waiver of prior or subsequent breaches or the right of TCC to thereafter enforce such provisions.
- (11) The vendor warrants all articles supplied under this contract to conform to specifications herein, to be fit and sufficient for the purposes manufactured, merchantable, of good material and workmanship, and free from defects.
- (12) In the event that TCC is entitled to a cash discount, the period of computation shall commence on the date of delivery, or receipt of correctly completed vouchers, whichever is later. If an adjustment in payment is necessary due to damage, the cash discount period shall commence on the date final approval for payment is authorized.
- (13) Unless otherwise indicated, TCC agrees to pay all state of Washington sales tax. No charges shall be made for the Federal excise and transportation taxes and TCC agrees to furnish vendor upon request with an exemption certificate.
- (14) Vendor warrants and represents that all the goods and material contained herein are free and clear of all liens, claims or encumbrances of any kind whatsoever.
- (15) Vendor agrees to bear all risks of loss, injury or destruction of goods and materials contained herein which occur prior to delivery and such loss, injury or destruction shall not release vendor from any obligation hereunder.
- (16) The vendor agrees not to discriminate against any client, employee or applicant for employment or for services, because of race, creed, color, national origin, sex or age with regard to, but not limited to, the following: Employment upgrading, demotion or transfer; recruitment or recruitment advertising; Layoffs or termination; Rates of pay or other forms of compensation; Selection for training; Rendition of services. It is further understood that any vendor who is in violation of this clause shall be barred forthwith from receiving awards of any purchase order from TCC, unless a satisfactory showing is made that discriminatory practices have terminated and that a recurrence of such acts is unlikely.
- (17) All prices are to be included herein.
- (18) In the event of a breach by the vendor of any of the provisions of this contract, TCC reserves the right to cancel and terminate this contract forthwith upon giving oral or written notice to the vendor.
- (19) When special brands are named it shall be construed solely for the purpose of indicating the standards of quality, performance or use desired. Brands of equal quality, performance and price shall be considered, except as noted, provided vendor specifies the brand, model and submits descriptive literature, when available. Any bid containing a brand which is not of equal quality, performance, or use specified must be represented as an alternate and not as an equal, and failure to do so shall be sufficient reason to disregard the bid.
- (20) Vendor covenants and agrees that in the event suit is instituted by the buyer for any default on the part of the Vendor, he shall pay to the buyer all costs, expenses expended or incurred by the buyer in connection therewith, and reasonable attorneys' fees.

TACOMA COMMUNITY COLLEGE
 5900 SOUTH 12TH STREET
 TACOMA, WASHINGTON 98465

Page 2 of bid for AUDIO VISUAL EQUIPMENT

Item No.	Description	BIDDER MUST ENTER ALL EXTENSIONS AND TOTALS			
		Quantity	Unit	Unit Price	Amount
6	<u>CLOSE-UP LENS</u> To be used with Honeywell "Spotmatic" 35mm camera, Mod. HCE "Variclose-up"	1	Ea.		
7	<u>SLIDE AND FILMSTRIP COPIER</u> Must be capable of slide duplication, cropping and enlargement, full and half frame filmstrip production. Must have built-in timer, variable intensity flash. Honeywell Repronar Model 805 with filmstrip adapter.	1	Ea.		
8	<u>16 MM REELS - STEEL</u> 600' SIZE 1200' SIZE 1600' SIZE 2000' SIZE	5 5 2 1	Ea. Ea. Ea. Ea.		
9	<u>SUPER 8 REELS</u> 200' SIZE 400' SIZE	5 5	Ea. Ea.		
10	<u>SUPER 8 CAN</u> 200' SIZE 400' SIZE	5 5	Ea. Ea.		
TOTAL					

BID INVITATION-8 MM CAMERA, ETC.
BID OPENING 9/11/7-2:00 P.M.

ITEMS	GUNARS ABOLINS	CAMERA MART	RAY'S CAMERA SHOP	TRECK PHOTOGRAPHIC
1. 8 MM CAMERA	\$239.90	\$324.50	<u>\$235.00</u>	\$254.41
2. 8 MM EDITOR/VIEWER/REWIND	<u>\$27.25</u>	\$49.95	\$27.30	N/B
3. SUPER 8 EKTAGRAPHIC CAMERA	\$167.00	\$234.45	\$157.00	<u>\$145.30</u>
4. CARRYING CASE	\$13.50	N/B	<u>\$13.30</u>	\$13.65
5. FILTER, POLARIZING	\$7.50	\$11.00	<u>\$6.25</u>	\$16.53
6. CLOSE-UP LENS	\$16.75	\$25.00	<u>\$14.80</u>	\$18.96
7. SLIDE AND FILMSTRIP COPIER (COPIER)	<u>\$379.50</u>	\$435.00	\$393.00	\$369.73
(FILMSTRIP KIT)	<u>\$198.00</u>	\$225.00		
8. 16 MM REELS - STEEL	<u>\$23.21</u>	\$51.25	\$29.86	\$32.56
9. SUPER 8 REELS	<u>\$3.95</u>	\$11.25	\$5.50	\$7.90
10. SUPER 8 CANS	<u>\$3.95</u>	\$11.25	\$5.50	\$7.30
TOTALS	\$1080.51	\$1378.65 (ALL OR NOTHING \$1,100.00)	\$887.51	\$866.34

LOW BID MEETING SPECIFICATIONS INDICATED BY _____ RECOMMENDED.
 GEORGE VAN MIEGHEM
 DEAN OF ADMINISTRATIVE SERVICES

BIDS NOT RETURNED:
 CAMERA SHOP
 TALL'S CAMERA

AWARDS: GUNARS ABOLINS-ITEMS 2, 7, FILMSTRIP KIT, 8,9, 10.
 RAY'S CAMERA SHOP-ITEMS 1, 4, 5, 6.
 TRECK PHOTOGRAPHIC-ITEM 3.

INVITATION TO BID

Return To

Tacoma Community College, Business Office
5900 So. 12th Street, Tacoma, Washington 98465

THIS IS NOT AN ORDER

September 2, 1970
DATE

Please bid net prices at which you will agree to furnish any or all of the following articles, F.O.B. destination shown below and on pages . To receive consideration, bids must be made on this form and signed in full. Prices must be based on our units extended and totalled. Delivery guarantee must be filled in. Tacoma Community College reserves the right to accept or reject bids on each item separately or as a whole, to reject any or all bids, waive informalities and to contract as the best interests of Tacoma Community College may require. Bids are subject to, but not limited to, the invitation to bid, request for quotations and specifications and plans, and the standard terms and conditions contained on the reverse side hereof. All erasures and changes shall be initialed.

Item No.	Prices F. O. B. Destination	Bidder Must Enter All Extensions and Totals			
		Quantity	Unit	Unit Price	Amount
1	<u>PROJECTORS, 16MM SOUND</u> Solid State Amplifier with minimum of 12 watt output. Separate Speaker. Automatic shifting 3 to 2 blade shutter. Fast Rewind. KODAK PAGEANT Mod. AV 126TR	5	Ea.		
2	<u>PROJECTOR, SUPER 8 FILMSTRIP</u> KODAK Ektagraphic MFS-8	1	Ea.		
3	<u>SOUND FILMSTRIP PROJECTORS</u> Single Frame Filmstrips and 2" x 2" Slides. 33 1/3 and 45 RPM Records. Automatic, remote control. 600 Watt Lamp. DUKANE MOD. 14A650A	2	Ea.		
4	<u>SOUND FILMSTRIP PROJECTOR</u> Single Frame Filmstrips. Automatic or pushbutton. 300 Watt Lamp.	1	Ea.		
PLEASE ENTER COMPANY NAME AND ADDRESS BELOW					TOTAL

Address _____ _____ _____	Mark Your Bid Envelope Business Office Tacoma Community College 5900 So. 12th, Tacoma, Wash. 9/14/70 Bid Opens at <u>2:00 P.M.</u>
------------------------------------	--

We guarantee delivery at destination from _____ via _____ within _____ days after receipt of order at address shown. We will allow _____ discount for payment 10th proximo.

To the Tacoma Community College: Date _____ 19____
 We have read and agreed to the conditions noted above and in the Standard Terms and Quotations. We further agree to furnish the articles specified at the prices stated herein, to be delivered to the station or location and on the date as set forth herein. Signature _____ Title _____

STANDARD TERMS AND CONDITIONS

This purchase order contract includes the following terms and conditions and includes, but is not limited to, the invitation to bid, request for quotations, specifications, plans and published rules and regulations of Tacoma Community College (TCC) and the laws of the State of Washington, which are hereby incorporated by reference.

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- (4) Time of delivery is of the essence and TCC reserves the right to cancel any undelivered portion of this order for failure by the vendor to deliver on time. Vendor assumes responsibility of delay notwithstanding the cause.
- (5) All payments to the vendor shall be remitted by mail. TCC shall not honor drafts, nor accept goods on a sight draft basis. Furthermore, the provisions or monies due under this contract shall not be assignable.
- (6) SHIPPING INSTRUCTIONS: Unless otherwise specified, all goods are to be shipped prepaid, FOB destination. Where specific authorization is granted to ship goods FOB shipping point, vendor agrees to prepay all shipping charges, route cheapest common carrier, and to bill TCC as a separate item on the invoice for said charges, less federal transportation tax. Each invoice for shipping charges shall contain the original or a copy of the bill indicating that the payment for shipping has been made. It is also agreed that TCC reserves the right to refuse to accept any COD shipments.
- (7) All goods or materials purchased herein are subject to the approval by TCC. Any rejections of goods or materials, whether held by TCC or returned, will be at the vendor's risk and expense.
- (8) All invoices, packing lists, packages, shipping notices, instruction manuals, and any other written document affecting this contract shall contain the applicable purchase order number. Packing lists shall be enclosed in each and every box or package shipped pursuant to this contract, indicating the content therein.
- (9) The vendor agrees to protect TCC against all claims, suits, or proceedings for patent, trademark, copyright, or franchise infringement arising from the purchase, installation or use of the goods and materials purchased herein. The vendor further agrees to assume all expenses and damages arising from such claims, suits, or proceedings.
- (10) Vendor agrees that the waiver, acceptance, or failure by TCC to enforce any provisions, terms, or conditions of this contract shall not operate or be construed as a waiver of prior or subsequent breaches or the right of TCC to thereafter enforce such provisions.
- (11) The vendor warrants all articles supplied under this contract to conform to specifications herein, to be fit and sufficient for the purposes manufactured, merchantable, of good material and workmanship, and free from defects.
- (12) In the event that TCC is entitled to a cash discount, the period of computation shall commence on the date of delivery, or receipt of correctly completed vouchers, whichever is later. If an adjustment in payment is necessary due to damage, the cash discount period shall commence on the date final approval for payment is authorized.
- (13) Unless otherwise indicated, TCC agrees to pay all state of Washington sales tax. No charges shall be made for the Federal excise and transportation taxes and TCC agrees to furnish vendor upon request with an exemption certificate.
- (14) Vendor warrants and represents that all the goods and material contained herein are free and clear of all liens, claims or encumbrances of any kind whatsoever.
- (15) Vendor agrees to bear all risks of loss, injury or destruction of goods and materials contained herein which occur prior to delivery and such loss, injury or destruction shall not release vendor from any obligation hereunder.
- (16) The vendor agrees not to discriminate against any client, employee or applicant for employment or for services, because of race, creed, color, national origin, sex or age with regard to, but not limited to, the following: Employment upgrading, demotion or transfer; Recruitment or recruitment advertising; Layoffs or termination; Rates of pay or other forms of compensation; Selection for training; Rendition of services. It is further understood that any vendor who is in violation of this clause shall be barred forthwith from receiving awards of any purchase order from TCC, unless a satisfactory showing is made that discriminatory practices have terminated and that a recurrence of such acts is unlikely.
- (17) All prices are to be included herein.
- (18) In the event of a breach by the vendor of any of the provisions of this contract, TCC reserves the right to cancel and terminate this contract forthwith upon giving oral or written notice to the vendor.
- (19) When special brands are named it shall be construed solely for the purpose of indicating the standards of quality, performance or use desired. Brands of equal quality, performance and use shall be considered, except as noted, provided vendor specifies the brand, model and submits descriptive literature, when available. Any bid containing a brand which is not of equal quality, performance, or use specified must be represented as an alternate and not as an equal, and failure to do so shall be sufficient reason to disregard the bid.
- (20) Vendor covenants and agrees that in the event suit is instituted by the buyer for any default on the part of the Vendor, he shall pay to the buyer all costs, expenses expended or incurred by the buyer in connection therewith, and reasonable attorneys' fees.

TACOMA COMMUNITY COLLEGE
 5900 SOUTH 12TH STREET
 TACOMA, WASHINGTON 98465

Page 2 of bid for AUDIO VISUAL SUPPLIES

Item No.	Description	BIDDER MUST ENTER ALL EXTENSIONS AND TOTALS			
		Quantity	Unit	Unit Price	Amount
5	<u>SOUND FILMSTRIP PROJECTOR(CONT.)</u> Up to 16" Records DUKANE MOD. 14A390E <u>SOUND FILMSTRIP PROJECTOR</u> Built in Screen. Single Frame Filmstrips. 12", 33 1/3 RPM Records. Automatic with pushbutton remote control. 2 Watt amplifier. 100 Watt lamp. 2 Pushbutton remote control cords. DUKANE 14A285E	1	Ea.		
6	<u>PROJECTORS, 6 MM CARTRIDGE TYPE</u> Kodak Ektagraphic Mod. 120 with 5 ea. 50' and 100' Cartridge.	1	Ea.		
7	<u>PROJECTOR, 8 MM REEL TYPE</u> Min. Reel Capacity 7" Regular and super 8 film interchangeability. Forward and reverse, variable SPEED and stop motion capability. Zoom Lens. KODAK MODEL M-80.	1	Ea.		
8	<u>PROJECTOR, SUPER 8 LOOP</u> Zoom Lens Stop feature and remote control 150 Watt lamp. Carrying Case TECHNICOLOR MOD. 810Z	3	Ea.		
9	<u>OPAQUE PROJECTOR</u> 5" Diameter Lens Glass pressure plate. Heat filter. Dust Cover BESELER VULITE III OR EQUIVALENT.	1	Ea.		
10	<u>SLIDE PROJECTOR</u> Zoom lens 4" to 6" Carrying Case. KODAK EKTAGRAPHIC MOD AV340Z-AF	3	Ea.		
11					
TOTAL					

TACOMA COMMUNITY COLLEGE
 5900 SOUTH 12TH STREET
 TACOMA, WASHINGTON 98465

Page 3 of bid for AUDIO VISUAL SUPPLIES

Item No.	Description	BIDDER MUST ENTER ALL EXTENSIONS AND TOTALS			
		Quantity	Unit	Unit Price	Amount
11	<u>KODAK CAROUSEL STACK LOADER</u> MOD. B40	2	Ea.		
12	<u>KODAK CAROUSEL-EKTAGRAPHIC FILM STRIP ADAPTER</u> MOD. AV425	2	Ea.		
13	<u>CAROUSEL TRAYS</u> UNIVERSAL	6	Ea.		
14	<u>PROJECTION SCREENS</u> KODAK "EKTALITE" 40"x 40" WALL SCREENS, BEADED: 40" x 40" 60" x 60" DA-LITE CHALLENGER OR EQUIVALENT.	2 1 2	Ea. Ea. Ea.		
TOTAL					

BID INVITATION-A/V SUPPLIES
BID OPENING 9/14/7-2:00 P.M.

ITEMS	TRECK PHOTOGRAPHIC		AUDIO VISUAL SUPPLY		MOTION PICTURE SERVICE		RALPH BUTTERWORTH		PHOTO & SOUND CO.	
	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL
1. Projectors, 16mm Sound	\$507.35	\$2536.75	\$575.00	\$2875.00	\$494.00	\$2470.00	N/B		\$485.00 (Alt. AV 126 TR)	\$2425.00
									\$394.00 (B & H 540 T)	\$1970.00
									\$497.00 (B & H 545T)	\$2485.00
									\$556.50 (B & H 552T)	\$2782.50
									\$434.00 (RCA 35051-020)	\$2170.00
2. Projector, Super 8 Filmstrip	\$252.48	\$252.48	N/B		\$246.00	\$246.00	N/B		\$237.00	\$237.00
3. Sound Filmstrip Projectors		N/B	N/B			N/B	\$249.00	\$498.00	\$247.75	\$495.50
4. Sound Filmstrip Projector		N/B	N/B			N/B	\$220.00	\$220.00	\$219.25	\$219.25
5. Sound Filmstrip Projector		N/B	N/B			N/B	\$190.00	\$190.00	\$189.00	\$189.00
6. Projectors, 6 MM Cartridge Type	\$103.56	\$414.24	N/B		\$103.50	\$414.00	N/B		\$103.00	\$412.00
7. Projector, 8 MM Reel Type	\$134.68	\$134.68	N/B		\$133.90	\$133.90	N/B		\$138.00	\$138.00
8. Projector, Super 8 Loop		N/B	\$181.45	\$544.35	\$103.50	\$310.50	N/B		\$162.50	\$487.50
<u>DELETE. THIS ITEM TO BE COMBINED WITH ITEM 6.</u>										
9. Opaque Projector	\$396.00	\$396.00	\$396.00	\$396.00		N/B	N/B		\$379.45 (Vu-Lyte III)	\$379.45
									\$324.00 (Squibb Taylor TS-7)	\$324.00

	TRECK PHOTOGRAPHIC		AUDIO VISUAL SUPPLY		MOTION PICTURE SERVICE		RALPH BUTTERWORTH	PHOTO & SOUND CO.	
10. Slide Projector	\$173.34	\$520.02	N/B		<u>\$167.00</u> (Carousel-860)	<u>\$501.00</u>	N/B (MOTION PICTURE SERVICE	\$166.70	\$500.10
							BID AUTO-FOCUS UNIT WHICH IS MORE DESIRABLE THAN SPEC. COST DIFFERENCE IS .30 ea.)		
11. Kodak Carousel Stack Loader	\$9.45	\$18.90	N/B		<u>\$9.45</u>	<u>\$18.90</u>	N/B	\$9.71	\$19.42
12. Kodak Carousel-Eltagraphic Film Strip Adapter	\$29.16	\$58.32	N/B		\$31.25	\$62.50	N/B	<u>\$28.96</u>	<u>\$57.92</u>
13. Carousel Trays	\$2.88	\$17.28	N/B		<u>\$2.78</u> \$3.60	<u>\$16.68</u> \$21.60 (New. 140)	N/B	\$2.95	\$17.70
14. Projection Screens-Kodak Ektalite	\$62.16	\$124.32	N/B		<u>\$59.25</u>	<u>\$118.50</u>	N/B	\$60.00	\$120.00
40" x 40"	\$24.55	\$24.55	\$17.40	\$17.40	\$25.75	\$25.75	\$29.00 (Da-lite Hilo 50)	\$29.00-DELETE: NOT NEEDED.	
60" x 60"	\$47.56	\$95.12	\$39.35	\$78.70	\$47.50	\$95.00	<u>\$37.00</u> (Da-lite Hilo)	\$42.58	\$85.16

INCREASE QUANTITY TO THREE.

LOWEST BID MEETING SPECIFICATIONS INDICATED BY _____ RECOMMENDED.
 GEORGE VAN MIEGHEM
 DEAN OF ADMINISTRATIVE SERVICES.

BIDS NOT RETURNED: HOUSE OF CAMERAS
 TALLS CAMERA
 SEA-MART
 RAY'S CAMERA SHOP
 CAMERA SHOP

AWARDS: PHOTO & SOUND CO-ITEMS: 1-6, 9, 12.
 MOTION PICTURE SERVICE-ITEMS: 10,11,13,7.

BIDS RETURNED "NO BID:" AUDIOCRAFT

RALPH BUTTERWORTH-ITEM:14(60" x 60")

ITEM # 1: We recommend the AV126 TR as it meets specifications. It is the quietest machine for classroom use. We have had good service from these in the past.

ITEM # 6: We are deleting item 8 and increasing item 6 to four units. We feel that the cartridge type projector would be more satisfactory. It is also less expensive.

TACOMA COMMUNITY COLLEGE
 SUPPLEMENTARY FACULTY - Fall Quarter 1970

Charles Riegel	Anthropology	M.A..
Donn Laughlin	Art	B.A. Ed.
Frank Dippolito	Art	M.F.A.
Annetje Claringbould	Art	M.A.
Howard Jensen	Biology	M.A.
William Muse	Biology	M.S.
Ken Hilliard	Business	M.B.A.
Joseph Mladinov	Business	L.L.B.
J. James Gallagher	Business	J.D.
Ronald Bellamy	Business	B.A.
Kenneth Borek	Business	M.A.
Rollie Opsahl	Drama	B.A.
Edgar McNeal	Chemistry	M.S.
Gary Sigmen	Economics	M.A.
Robert Thaden	Education	M. Ed.
Richard Dunlap	Engineering	B.A.
Uriah Orr	Engineering	B.A.
Doris Ripley	English	B.A.
Theresa Morris	English	M.A.
Eugene James	English	B.A. Ed.
William Ryan	English	B.A.
Robert Rife	English	M.A.
Patricia Clark	English	M.A.
Patricia Senner	English	M.A.
Betsy Sonntag	English	M.A.
David Milan	English	M.A.
Donald Hildreth	English	B.A.
Gayla Goller	English	M. Ed.
Vernon Hess	English	M.A.
David Trier	Forestry	M.S.
Jacques Cassidy	English (Gen. Ed.)	M.A.
Francis Collinge	Soc. Sci.-Pol. Sci.	Ph.D.
Victor Holme	Study Skills (Gen. Ed.)	M.Ed.
Richard Haglund	Typing (Gen. Ed.)	M.B.A.
James Crawford	Geology	M.S.
Joanne Shelley	Geology	B.A.
Harland Malyon	History	M.A.
Elijah Hankerson	History	B.A.
Judith Lehde	Mathematics	B.A.
Lorraine Klevansky	Mathematics	B.A.
Warren Jaech	Mathematics	M. Ed.
Francis Kurriger	Mathematics	B.A.
Tom Eastman	Mathematics	M.A.
Sue Butschun	Mathematics	M.S.
Joseph Heidal	Mathematics	M.S.
Joseph Betz	Mathematics	M.A.T.
Lawrence Jensen	Oceanography	M.S.
Devon Edrington	Philosophy	M.A.

(continued on next page)

Bernie Salter	Physical Education	10th grade
William Streeter	Physical Education	M.A. Ed.
Desmond Isaacson	Physical Education	High School
Kathleen Casey	Physical Education	High School
John Swarthout	Political Science	M.A.
R. Martin Lobdell	Psychology	B.A.
Henry Bruenn	Psychology	M.A.
Richard Giroux	Psychology	M.S.
Gerald Shulenbarger	Psychology	M. Ed.
Robert Adams	Sociology	M.A.
Luther Jansen	Sociology	M.A.
Mario Faye	Spanish	M.A.
B. Howard Shull	Speech	M.A.
Charles Summers	Speech	M.A.

Handwritten signature

The following person is recommended for a faculty appointment beginning in fall, 1970:

Elijah Hankerson

History

B. A. from Pacific Lutheran University

Tacoma Community College
Meeting of the Board of Trustees
September 23, 1970

The following candidates are recommended as supplementary faculty for Community Services credit courses in cooperation with Weyerhaeuser for Fall Quarter, 1970.

Roger Chung, B.A.	Data Processing
Dick Hedges, B.A.	Data Processing
Jay Mehta, M.B.A.	Data Processing
Emmett Platt, M.S.	Data Processing
Tom Sharon, M.B.A.	Data Processing
Eric Swindell, Specialized training	Data Processing
Venky Venkatesan, M.S.	Data Processing
Gene Watson, M.A.	Business

RRR/b

Tacoma Community College
Meeting of the Board of Trustees

September 23, 1970

The following candidate is recommended as supplementary faculty for Community Services credit course for Fall Quarter, 1970. It is further recommended that the board authorize President Ford to enter into an agreement with the candidate at a rate of pay consistent with the college's part-time rate of pay.

Robert Arpke, B.A.

English

RRR/b

Tacoma Community College
Meeting of the Board of Trustees

September 23, 1970

The following candidates are recommended as supplementary faculty for Community Services non-credit courses at TCC Fall Quarter, 1970. It is further recommended that the board authorize President Ford to enter into an agreement with the candidates at a rate of pay consistent with the college's existing rate of pay for non-credit, Community Service instruction.

Francis Hansen	Psychology
Kenneth Stevens	Art
William Wambold	Psychology

RRR/b

Tacoma Community College
Meeting of the Board of Trustees

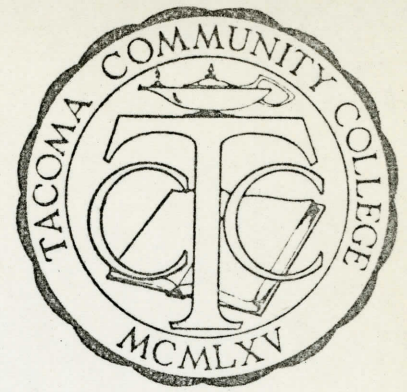
September 23, 1970

The following candidates are recommended as supplementary faculty for Community Services non-credit courses at Peninsula for Fall Quarter, 1970. It is further recommended that the board authorize President Ford to enter into an agreement with the candidates at a rate of pay consistent with Peninsula District 401's rate of pay for part-time certified employees.

Toby Butler	Music
Margaret Backstrom	Music
Marge Glasgow	Art
Dennis Hale	Journalism
Judy Johannessen	Physical Education
Gloria Killdall	Art
Linda Smith	German
Ann Streeter	Physical Education

RRR/b

Tacoma Community College



MEMORANDUM

Date: September 23, 1970
To: Members of the Board of Trustees
From: Tom Ford
Subject: SUPPLEMENT 5-c

We are considering setting up a meeting with Pierce County legislators to discuss the college's past achievements and future needs. We would like to talk over the advisability and timing of such a meeting. It is on the agenda for discussion.

A proposed letter to legislators is attached.

TF

TF:sh

Enc.

Tacoma Community College

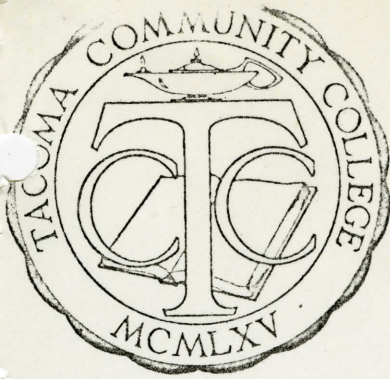
5900 South 12th Street

TACOMA, WASHINGTON 98465

SKyline 2-6641

September 24, 1970

P R O P O S E D L E T T E R



The Honorable John T. McCutcheon
2nd and Martin
Steilacoom, Washington

Dear Senator McCutcheon:

First of all, we congratulate you on winning the Democratic Party's nomination for the State Senate from the 29th District.

And second, we invite you and all Pierce County legislative candidates to meet with trustees, top administrators, faculty members, and student representatives of Tacoma Community College for an overview of the college's past record of rapid growth and expanding services and for a discussion of its future needs.

We have scheduled a meeting for in the Northwest History Room of the Tacoma Community College Library. (A map of the campus is enclosed.) We will provide coffee and sandwiches.

We think we will be able to provide you and your colleagues with information useful to you in your campaigns and helpful to you as legislators. Press coverage of the meeting is likely. Please let us know whether you will be able to attend.

Very truly yours,

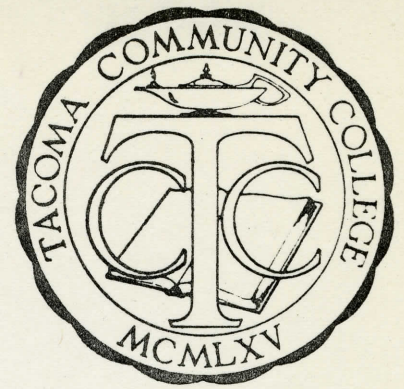
Thornton Ford, President
Tacoma Community College

John Binns, Chairman
Board of Trustees

Enc. 1

R.S.V.P. LO 4-7200 Ext. 32

Tacoma Community College



MEMORANDUM

Date: September 17, 1970
To: The Board of Trustees
From: Tom Ford
Subject: PROPOSAL FOR DISCUSSION OF INSTITUTIONAL OBJECTIVES

As Tacoma Community College embarks on its sixth year of operation, we face a number of educational decisions. These decisions will shape the college's future. To insure that these decisions will be made wisely, we must answer at least four questions:

1. Is the college accomplishing its purposes as stated in its formal objectives?
2. Are the stated objectives adequate to guide us through this year of ferment, questioned assumptions, and change in higher education?
3. Are the stated objectives consistent with those of the state community college system?
4. Are the college's various educational programs meeting the expressed needs and wishes of the youth and adults who come to us for education?

It is my belief that the college is satisfactorily accomplishing its objectives of university-parallel education and continuing education for adults. When the college opened in 1965, these were identified as our community's most pressing needs. Our rapid enrollment gains attested to the reality of those needs. I believe, however, that we have yet much to accomplish in the areas of general education and in involvement in occupational education.

I believe, moreover, that the college's stated objectives are no longer sufficiently comprehensive to serve as the basis for the decisions which presently confront us. They do not, for example, address to our commitment to open-door admissions. They do not address to our commitment to

disadvantaged and minority race students. They do not include a commitment to student services. And they do not provide an adequate framework for us to meet identified needs for educational programs leading directly to employment for graduates.

The attached statement by the State Board for Community College Education illustrates the gaps which exist between the state system's expressed objectives and our own. (Attachment B)

Emerging from a study conducted in the community this past summer (funded by a federal grant appropriated through the State Coordinating Council for Occupational Education) is a clear need for Tacoma Community College to offer educational programs that will prepare an increasing number and percentage of our students for employment in specific occupations. Most of these programs are primarily in the developmental and planning stages. Some have been in operation through our Office of Community Services for several years. Examples are our cooperative programs with local hospitals for the education of nurses, X-ray technicians and medical records technicians.

I want to make several points clear about the occupational programs we have begun and are developing. First, none of these programs, either operational or contemplated, duplicate the offerings of Bates Vocational-Technical Institute. Second, all of the programs include a sizeable component of university-parallel or general education courses that are already a part of our curriculum.

It has become increasingly evident that the college's stated objectives are no longer descriptive of the entire range of the college's activities. These discrepancies have caused confusion both inside and outside the college

as to commitments, goals, and priorities. The urgency of revising the college's stated objectives to describe more accurately both present reality and future directions is heightened by two approaching events. First, the 1971 Legislature will determine both operating and capital funds available to accomplish our educational tasks over the next biennium. Second, the task of preparing the college's budget for the next year must begin soon.

With this in mind, I propose the following statement of institutional objectives. It is offered as a beginning statement for consideration by students, faculty, and members of the Board of Trustees. It is intended as a priority list for the task of budget development.

(Statement on next page as Attachment A)

S T A T E M E N T

Tacoma Community College is a publicly owned, publicly supported college. It is designed to provide two years of collegiate and post secondary study for the people of the Tacoma-Pierce County area.

The college's objectives are:

- An open-door enrollment policy with low tuition charges to assure educational opportunity to all.
- Excellence in instruction and counseling.
- A comprehensive curriculum consisting of:
 - A program of general education designed to assist a student to assume his place as an effective member of society.
 - An academic curriculum paralleling the first two years of university study.
 - A supplementary education for those who wish to pursue vocational or technical training at an area vocational-technical institute.
 - Occupational programs designed to prepare the student for immediate employment upon completion.
 - A program of continuing education for adults.
- Specially designed programs to meet the needs of disadvantaged and minority-race students.
- Community services of an educational, cultural, and recreational nature.
- Student services designed to assist students to obtain the greatest benefit from their education.

The overall purpose of the state community college system is to provide more learning in less time to more people at less cost.

"Design for Excellence", the Washington State Community College System Master Plan, converts this overall purpose into seven goals for the system.

The community colleges in the State of Washington will:

1. Make high quality community college education opportunities available in locations reasonably convenient to all Washington residents.
2. Maintain an "open door" policy by admitting all applicants within the limits of the law and the resources available to the system.
3. Offer the citizens of each district a fully comprehensive array of occupational, cultural, recreational, and academic programs designed to serve their interests, needs, and aspirations.
4. Develop and employ innovative and imaginative approaches to instruction which will provide more efficient and effective learning by adapting to the needs, capabilities, and motivations of the individual.
5. Be active in the community and district, reaching beyond the campus to play an integral part in the functions of the communities and people they serve.
6. Employ management methods which will make the most effective use of available human and capital resources in providing the highest quality and quantity of education possible.
7. Develop organizational forms and operating procedures which will involve students, faculty, administrators, trustees, and the community in the formation of policies and operating decisions that affect them.

3/27/70

ADMINISTRATOR TENURE PROPOSAL
TACOMA COMMUNITY COLLEGE

Purpose: The purpose of this proposal is to provide all Tacoma Community College administrators with an opportunity to achieve faculty tenure as a teacher, counselor or librarian.

Background: Senate Bill 288 of the 1970 session of the Washington State legislature provided that tenure may be earned by "...all employees of a community college district, except presidents, who were employed in the district at the effective date of Chapter 283, Laws of 1969 ex. sess. and who hold or have held a faculty appointment with the community college district or its predecessor school district...."

In addition, Senate Bill 288 defined Faculty appointment as "...full time employment as a teacher, counselor or librarian or other position for which the training, experience and responsibilities are comparable as determined by the appointing authority...."

To summarize, the law qualifies all certificated faculty members for tenure except for the college president, and other administrators who were not teachers, counselors or librarians with the district or its predecessor school district prior to August 11, 1969.

The Board of Trustees, however, may take special action to extend the benefits of tenure to otherwise excluded faculty members. This proposal, if adopted, will accomplish that special action.

Proposal: It is proposed that all Tacoma Community College administrators not otherwise qualified for tenure as per Senate Bill 288 be afforded the following rights and privileges:

1. The administrator may secure reassignment as a teacher, counselor or librarian provided solely that his training experience and general qualifications are comparable to those of other persons so employed as determined by the appointing authority.

2. The administrator may qualify for tenure as a teacher, counselor or librarian according to the tenure policy and procedures of the college.
3. All appropriate seniority-based rights and privileges normally afforded to teachers, counselors, and librarians shall be afforded to the administrator immediately upon his reassignment and shall be determined as though he was so assigned at his original employment date.

TACOMA COMMUNITY COLLEGE

Status of Occupational Education Programs - Fall, 1970

The following table describes T.C.C.'s introduction to occupational education and shows the kind and scope of possible future program developments.

<u>OCCUPATIONAL PROGRAM</u>	<u>KIND OF PROGRAM</u>	<u>YEAR STARTED OR YEAR OF POSSIBLE START</u>
<u>Allied Health Programs</u>		
Cooperative Medical Records Technician	Pre-employment	1968
Cooperative X-ray Technician (3 locations)	Pre-employment	1968
Cooperative Nursing (St. Joseph's & Tacoma General)	Pre-employment	1968
Cooperative Inhalation Therapy Asst. (St. Joseph's)	Pre-employment	1970
Nursing, A.D.N. (TCC)	Pre-employment	B.O.C.N. (see note)
Other medical service programs	In-service & pre-	B.O.C.N.
<u>Commercial Programs</u>		
Service Representative	Pre-employment	1970
Receptionist-Clerk	Pre-employment	1970-71
Real Estate	Pre-employment	1970-71
Junior Accountant	Pre-employment	1971
Insurance	Pre-employment	1971
Marketing	Pre-employment	1971
Credit & Banking	Pre-employment	1971
Professional Management	In-service courses	1971
<u>Other Programs</u>		
Correction Officer (McNeil Island)	In-service courses	1966
Cooperative Law Enforcement (Tacoma)	In-service courses	1968
Law Enforcement Technology	Pre-employment	1971
Home & Family Life Education	Co-educational courses	1970-71

Notes:

B.O.C.N. - Program and related services will be provided Based On Community Needs. Available data does not presently support development of an independent program. As community needs increase (or present community programs restrict enrollments), T.C.C. may need to provide expanded programs and services.

Cooperative Program: As used here, the term describes an occupational program operated by another agency. T.C.C. usually provides specialized services and courses, as requested.

Pre-employment Program: An educational program which is open to all students (part & full-time) who qualify for employment in the specialty. Designed to prepare the student for entry-level employment opportunities.

In-service Program: An educational program in which enrollment is limited to personnel presently employed in the occupational specialty. T.C.C.'s involvement usually limited to the offering of occasional specialized courses.