TACOMA COMMUNITY COLLEGE

Meeting of the Board of Trustees

September 28, 1967

Agenda

- 1. Roll Call
- 2. Approval of Previous Minutes
- 3. Correspondence
- 4. Reports to the Board
 - (a) Accreditation Visitation
 - (b) Enrollment Report
 - (c) Food Services Manager
 - (d) Problem of Liability Insurance
 - (e) Health Benefits -- TCCA (agenda supplement 4-E)
 - (f) Status on Temporary Building
- 5. Unfinished Business
- 6. New Business
 - (a) Equipment Bids
 - (b) Revised College Calendar (agenda supplement 6-B)
 - (c) Proposed Letter to Chairman of Board of Tacoma School District #10
 - (d) Part-time Faculty Appointments for Fall Quarter (agenda supplement 6-D)

TACOMA COMMUNITY COLLEGE

BOARD OF TRUSTEES

Minutes

September 28, 1967

The regular meeting of the Board of Trustees was called to order by the Chairman, Mr. Edmunds, at 4:00 p.m., Thursday, September 28, 1967 at Tacoma Community College.

Present: Charles Edmunds, Frank Cooper, Lewis Hatfield, Maxine Myers, Thornton Ford,

Secretary, and John McCutcheon

Absent: John Binns

Guests: Richard Falk, Paul Jacobson, Henry Schafer, George Van Mieghem, Jack Hyde,

President, TCCA, Dale Wirsing, James Metcalf

The minutes of the Board meeting of September 14, 1967 were approved.

Correspondence

Dr. Ford reported on the following correspondence received since the last Board meeting:

- 1) Official notification from Dr. Richardson with regard to the State Board's agreement to allocate to Tacoma Community College District No. 22, the amount of \$26,488 to fund an Adult Education Program for the coming academic year.
- 2) Memo from Dr. Richardson concerning mileage and per diem pay for community college district trustees.

Mr. Cooper moved that mileage to and from regular or special Board meetings not be paid Board members. Motion carried.

The per diem portion of the memo will be discussed at the next meeting of the Board.

- 3) Letter from Dr. Giles, Coordinator of College Relations, University of Washington in which he postponed the date for the Board of Trustees Conference.
- 4) Memo from Dr. Richardson informing the college that the State Board for Community Colleges has granted Tacoma Community College continued College Board accreditation for the coming academic year.

Reports to the Board

(a) Accreditation Visitation

Dr. Ford informed the Board that the accreditation report has gone to the state printers and will be sent to us in the next few days. The visitation will take place November 2 and 3 and the college is in the process of planning a schedule for this visit.

(b) Enrollment Report

Dean Falk told the Board that the enrollment here at the college has reached 2,445 individual students. This is approximately 2150 - 2200 F.T.E.s.

(c) Food Services Manager

Mr. Domi Petrinovich has been employed as food services manger to manage the snack bar and the cafeteria.

(d) Liability Insurance

Mr. McGutcheon informed the Board that the state does not carry liability insurance to cover the college and he advised the Board to obtain an insurance broker. The Board felt that three or four brokers should be contacted to appear before the Board, specifications made up, bids sent out and a selection made.

Mr. Edmunds moved that names be brought to the next Board meeting. The motion carried.

(e) Health Benefits

Mr. McCutcheon gave copies to the Board of the Amended Sec. 2, Chapter 135, Laws of 1967.

Mr. Hyde stated that the TCCA is in the process of making a survey of what other community colleges are doing with respect to faculty health benefits.

New Business

Mr. Hatfield moved to accept the following bids for cafeteria furniture: American Seating - Item No. 1; Virco - Item No. 2; Washington School Supply - Items No. 3 and 4; Gordon Anderson - Items No. 5 and 6. The motion carried.

Mrs. Myers moved that the Board approve the revised calendar as submitted. The motion carried.

Dr. Ford read the proposed letter pertaining to site acquisition to the Chairman of the Board of Tacoma School District #10.

Mr. Cooper moved that the Board adopt the recommendation to employ part-time faculty as listed on Agenda Item Supplement 6-d.

The next meeting of the Civil Service Committee will be held on October 26, 1967 at 3 p.m. in the Tacoma Community College administration building.

The next meeting of the Board of Trustees will be held on October 19, 1967 at 3 p.m. in the conference room of the Tacoma Community College.

The meeting adjourned at 5:15 p.m.

Jacoma Community College

MEMORANDUM

Date:

September 25, 1967

To:

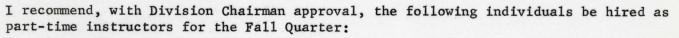
Dr. Ford

From:

Bud Schafer

Subject:

Part-time Faculty



Discipline
Anthropology
English
Mathematics
History
Psychology
Mathematics
English
Speech
Business
Mathematics



TACOMA COMMUNITY COLLEGE

To: Dr. Ford

From: Bud Schafer

Re: Part-time faculty

I recommend, with Division Chairmen approval, the following individuals be hired as part-time instructors for the Fall Quarter:

NAME

Dr. Seiichi Adachi Alfred Brisbois Clyde Brown Marvin Campeau L. M. Connett F. John Dillyn Ben Daniels Frank Dippolito Jewell Drake Don Duncan DeVon Edrington Gayla Goller Richard Giroux Patricia Greenup Richard Haglund Richard Hannula Richard Harrison Warren Jaech Luther Jansen Ronald Jarmon Timothy Keely Royal Leach Richard Lewis Leonard Lukin Ronald Lundquist Cenobio Macias Robert Main Harland Malyon Alan Martin Lawrence Martin Naylor Middleton Joseph Mladinov William Muse Robert Rife Jack Rosenow William Ryan

DISCIPLINE

Psychology Geography AEP Accounting Sociology Sociology General Engineering Art Medical Records P.E. Philosophy English Testing & Learning Skills P.E. Business P.E. English Mathematics Sociology Mathematics Economics Chemistry English AEP AEP Spanish Music History Mathematics Political Science Accounting Business Law Biology English Business Law Business Law

HAME

Ralph Sherfy Clare Sherwood Howard Shull Gilbert Simmons Dr. Robert Stevens Robert Thaden David Trier Donald Wolvers

Younie Demarest Donald Sheppard

DISCIPLINE

Psychology Physics Speech Russian Psychology AEP Forestry Speech

At this time I have no recommendations for staffing four scheduled courses and four standby sections. English

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