

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. McCutcheon 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.

Tacoma Community College



MEMORANDUM

Date: September 25, 1967
 To: Dr. Ford
 From: Bud Schafer
 Subject: Part-time Faculty

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

<u>Name</u>	<u>Discipline</u>
Celia Affholter	Anthropology
Robert Arpke	English
Melvin Chopp	Mathematics
Lynn Hodges	History
Alan Inglis	Psychology
James Monroe	Mathematics
Betsy Sonntag	English
Charles Summers	Speech
Donald Turya	Business
John Van Druff	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:

<u>NAME</u>	<u>DISCIPLINE</u>
Dr. Seiichi Adachi	Psychology
Alfred Brisbois	Geography
Clyde Brown	AEP
Marvin Campeau	Accounting
L. M. Connett	Sociology
F. John Dillyn	Sociology
Ben Daniels	General Engineering
Frank Dippolito	Art
Jewell Drake	Medical Records
Don Duncan	P.E.
DeVon Edrington	Philosophy
Gayla Goller	English
Richard Giroux	Testing & Learning Skills
Patricia Greenup	P.E.
Richard Haglund	Business
Richard Hamula	P.E.
Richard Harrison	English
Warren Jaech	Mathematics
Luther Jansen	Sociology
Ronald Jarmon	Mathematics
Timothy Keely	Economics
Royal Leach	Chemistry
Richard Lewis	English
Leonard Lukin	AEP
Ronald Lundquist	AEP
Genobio Macias	Spanish
Robert Main	Music
Harland Malyon	History
Alan Martin	Mathematics
Lawrence Martin	Political Science
Naylor Middleton	Accounting
Joseph Mladinov	Business Law
William Muse	Biology
Robert Rife	English
Jack Rosencow	Business Law
William Ryan	Business Law

<u>NAME</u>	<u>DISCIPLINE</u>
Ralph Sherfy	Psychology
Clare Sherwood	Physics
Howard Shull	Speech
Gilbert Simmons	Russian
Dr. Robert Stevens	Psychology
Robert Thaden	AEP
David Trier	Forestry
Donald Wolvers	Speech

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

Yonnie Demarest
Donald Sheppard

English
Art

HS:dh