

TACOMA COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT 22

BOARD OF TRUSTEES

AGENDA

Regular Meeting

March 20, 1980 - Open Meeting
2:00 pm John H. Binns Room
5900 South 12th Street
Tacoma, Washington 98465

I. GENERAL MATTERS

- A. Call to Order
- B. Changes or Additions;
Approval of Agenda
- C. Approval of Minutes of February 12, February 14, February 20, and February 21, 1980, Board meetings Tab I, Item C
- D. Introductions of Guests/Presentations
 - 1. Resolution 80-3 Tab I, Item D.1
Mr. Larry Putnam; Adoption of
 - 2. Resolution 80-4 Tab I, Item D.2
Mr. Darrell Gray; Adoption of
 - 3. Resolution 80-5 Tab I, Item D.3
Mr. John Meacham; Adoption of
 - 4. Resolution 80-6 Tab I, Item D.4
Mr. Joe Palmquist; Adoption of
 - 5. Resolution 80-7 Tab I, Item D.5
Mr. Clem O'Neil; Adoption of

(Over)

II. OLD BUSINESS

A. Instructional Services

None

B. Student Services

None

C. Administrative Services

None

D. Planning, Development, and Program Evaluation

None

E. Business Office

None

III. NEW BUSINESS

A. Instructional Services

1. Academic Employee Tenure
Recommendations

- a. Virginia Liebergesell (Developmental Education) Tab III, Item A.1
- b. Marion Miller (Medical Records)
- c. Eugene Nelson (Music Department)
- d. Joan Reilly (Nursing)

~~2. Academic Employees Professional Leave Recommendations~~ Tab III, Item A.2

Withdrawn until April
1980 mtg

(Continued)

B. Student Services

None

C. Administrative Services

Lloyd Berntson Request for
Extension of Leave of Absence
Without Pay through June 13, 1980
(Spring Quarter)

Tab III, Item C

D. Planning, Development, and Program Evaluation

None

E. Business Services

Amendments to 1979-80 Operating
Budget

Tab III, Item E

IV. INFORMATION REPORTS

A. Associated Students of Tacoma Community
College (ASTCC)

None

B. Tacoma Community College Federation of Teachers

None

C. Washington Federation of State Employees

None

D. Washington Public Employees Association

None

(Over)

- E. Instructional Services
 - March Report of Activities Tab IV, Item E
- F. Student Services
 - None
- G. Administrative Services
 - None
- H. Planning, Development, and Program Evaluation
 - None
- I. Business Services
 - None

V. CORRESPONDENCE

- A. Letter from President to Mrs. John H. Binns Tab V, Item A
- B. Letter from Dr. Leola Davidson, member of National League of Nursing Accreditation Team Tab V, Item B
- C. Letter of appreciation for Peninsula classes Tab V, Item C
- D. Letter of appreciation to Tanya Brunke from Congressman Norman D. Dicks Tab V, Item D
- E. Congratulations and letter of appreciation for improvement of arts facilities Tab V, Item E
- F. Letter of appreciation for George Rother from Andy Bergman, Operations Manager of South End Neighborhood Center Tab V, Item F

- G. Bethel Senior High School Vocational Counselor, Donald K. Russell, letter of appreciation for Marion L. Miller (Allied Health) for Careers Ahead program Tab V, Item G
- H. Letter of thanks to TCC Grounds Maintenance from R. E. Johnson, part-time English instructor Tab V, Item H
- I. State Board for Community College Education staff member, Ray Flores, letter of thanks to Phil Griffin Tab V, Item I
- J. Midyear Letter of Appreciation to ASTCC Student Senators Tab V, Item J
- K. Acknowledgement of new and revised Standards of Progress Statement for Veterans Affairs Office from the Council for PostSecondary Education Tab V, Item K
- L. Reaffirmation of approval for Veterans Affairs program from the Council for PostSecondary Education Tab V, Item L
- M. Letter from Congressman Norman D. Dicks regarding HB 1553, financial aid Tab V, Item M
- N. Senator Marcus S. Gaspard's letter regarding House Bill 1553 Tab V, Item N
- O. Letter to President from Lieutenant Governor John A. Cherberg regarding House Bill 1553. Tab V, Item O
- P. Paul Royston, member of Transition Team, Secretary of Education, letter regarding new Department of Education Tab V, Item P
- Q. Congressman Dicks letter regarding need for Bureau of Community Colleges in the new Department of Education Tab V, Item Q
- R. Letter from Congressman Dicks regarding Bureau of Community Colleges Tab V, Item R

(Over)

- S. Cathy H. Hotka, Assistant to Terry Straub, letter concerning creation of Bureau of Community Colleges in the new Department of Education Tab V, Item S
- T. Senator Magnuson letter regarding new Bureau of Community Colleges Tab V, Item T
- U. Senator Jackson's letter regarding establishment of Bureau of Community Colleges in new Department of Education Tab V, Item U
- V. Executive Order, Minority and Women's Business Enterprise Utilization Tab V, Item V
- W. Letter from W.W. Philip, President of Tacoma Area Chamber of Commerce, informing Larry Stevens of election to Board of Directors of the Tacoma Area Chamber of Commerce. Tab V, Item W

VI. CITIZEN REMARKS

VIII. MEMBERS OF THE BOARD OF TRUSTEE REMARKS

Resolution 80-8
Commemorative Resolution of Meritorious Service for John H. Binns on behalf of Tacoma Community College; adoption of Tab VIII, Item A

IX. EXECUTIVE SESSION(S), If necessary ".....to consider employment appointment or dismissal of personnel or to consult with legal counsel or to consider the acquisition or disposition of real estate."

(Continued)

IX. ACTION ITEMS, if necessary, as a result of the Executive Sessions.

X. NEXT MEETING

Board Study Session

April 15, 1980

7:00 pm

John H. Binns Room

Board Regular Meeting

April 17, 1980

2:00 pm

John H. Binns Room

XI. ADJOURN REGULAR MEETING

Interpreters for people with hearing impairments, and brailled or taped information for people with visual impairments can be provided. Please contact Colleen Beckman in the President's Office, Building 4, 5900 South 12th, Tacoma, Washington (756-5100) by March 14, 1980. The meeting site is barrier free.

Among others, this Agenda has been forwarded to:

Board of Trustees
Faculty and Staff Officers
College Employee Groups
Associated Student Government (ASTCC)
Tacoma News Tribune
Peninsula Gateway
Suburban Times
KSTW, Channel 11
Area Radio Stations
Attorney General's Office
State Board for Community College Education

TACOMA COMMUNITY COLLEGE

BOARD OF TRUSTEES

MINUTES OF MEETING

March 20, 1980

The Regular Session of the Board of Trustees was held on March 20, 1980, in the John H. Binns Room, Tacoma Community College.

MEMBERS OF THE BOARD

Dr. Barbara Wesley, Chair
Mr. Robert E. Hunt, Jr.
Mrs. Ellen Pinto
Mrs. Sally Starke

TACOMA COMMUNITY COLLEGE
FEDERATION OF TEACHERS

Jerry McCourt

WASHINGTON PUBLIC EMPLOYEES
ASSOCIATION

ASSOCIATED STUDENTS OF
TACOMA COMMUNITY COLLEGE

ADMINISTRATIVE OFFICERS
OF THE COLLEGE

Dr. Larry Stevens, President
Dr. Richard Batdorf
Mr. Donald Gangnes
Mr. David Habura
Mr. David Hendrickson

WASHINGTON FEDERATION OF
STATE EMPLOYEES

Ellen Matchett

STAFF, VISITORS AND GUESTS

Priscilla Bell
Mrs. John Binns
John Brown
Tanya Brunke
Nancy S. Carver
Dr. R. G. DeBock
Mario Faye
John A. Meacham
Marion Miller
Shirley Wall Moore
Mrs. Beatrice Nobles
Clem O'Neill
Jim O'Neill
JoAnne O'Neill

STAFF, VISITORS AND GUESTS
(Cont.)

William Packard
Joe Palmquist
Rita M. Payne
Richard A. Perkins
Joan Reilly
Gus Schwartz
Dan Small
Dick Spangler
Lorraine Stephan
Colleen Beckman, Secretary
to the President

CALL TO ORDER

The meeting was called to order by Chair Dr. Barbara Wesley at 2:00 p.m.

CHANGES OR ADDITIONS/APPROVAL OF AGENDA

President Stevens requested that Tab III, Item A.2, Academic Employees Professional Leave Recommendations be withdrawn from the Board's agenda.

MOTION: Ellen Pinto moved to withdraw from the agenda Tab III, Item A.2., Academic Employees Professional Leave Recommendations. Sally Starke seconded the motion. The motion was passed unanimously.

The agenda was then approved as amended by Board Chair, Dr. Barbara Wesley.

APPROVAL OF MINUTES

The Minutes of the February 12, February 14, February 20 and February 21, 1980 Board meetings were recommended for approval as presented.

(Continued)

MOTION: Sally Starke moved to approve the Minutes of the February 12, 14, 20 and 21, 1980 meetings of the Board of Trustees. Ellen Pinto seconded the motion.
The motion was passed unanimously.

INTRODUCTION OF GUESTS/PRESENTATIONS

President Larry Stevens introduced Resolutions 80-3 through 80-7, commemorating those penitentiary employees responsible for the long distinguished relationship between the McNeil Island Penitentiary and Tacoma Community College. The Resolutions were read aloud by individual Board members who publicly thanked the staff of McNeil Island for their role in making this program a success.

MOTION: Ellen Pinto moved to adopt Resolution 80-3 commemorating Warden Larry Putnam. Robert Hunt seconded the motion.
The motion was passed unanimously.

MOTION: Robert Hunt moved to adopt Resolution 80-4 commemorating Associate Warden Darrell Grey now Acting Warden. Ellen Pinto seconded the motion.
The motion was passed unanimously.

MOTION: Sally Starke moved to adopt Resolution 80-5 commemorating Mr. John A. Meacham, Associate Warden of Programs. Robert Hunt seconded the motion.
The motion was passed unanimously.

MOTION: Barbara Wesley moved to adopt Resolution 80-6 commemorating Mr. Joseph S. Palmquist, Supervisor of Education. Robert Hunt seconded the motion.
The motion was passed unanimously.

MOTION: Ellen Pinto moved to adopt Resolution 80-7, commemorating Mr. Clement O'Neil, College program coordinator. Robert Hunt seconded the motion.
The motion was passed unanimously.

(Continued)

The Resolutions were then presented to each of the individuals personally with the exception of Warden Putnam and Associate Warden Grey who were unable to attend the meeting. Messrs. Meacham, Palmquist and O'Neil each thanked the College for its effort toward this program and for the time and resources dedicated. President Stevens then introduced Richard Perkins, full-time faculty member who has worked closely with the McNeil Island program both as an instructor, advisor, and advocate for the program through the years.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

Tenure Recommendations

The President recommended that the Board grant tenure to Virginia Liebergesell, Marion Miller, Eugene Nelson and Joan Reilly.

MOTION: Ellen Pinto moved that the Board concur with the recommendations of the Tenure Review Committee and the President and grant Virginia Liebergesell tenure. Sally Starke seconded the motion.
The motion was passed unanimously.

MOTION: Sally Starke moved that the Board concur with the recommendations of the Tenure Review Committee and the President and grant Marion Miller tenure. Robert Hunt seconded the motion.
The motion was passed unanimously.

MOTION: Robert Hunt moved that the Board concur with the recommendations of the Tenure Review Committee and the President and grant Eugene Nelson tenure. Ellen Pinto seconded the motion.
The motion was passed unanimously.

(Continued)

MOTION: Sally Starke moved that the Board concur with the recommendations of the Tenure Review Committee and the President and grant Joan Reilly tenure. Robert Hunt seconded the motion.
The motion was passed unanimously.

Leave Extension Request

Mr. Lloyd Berntson (English and Literature instructor) has requested, due to his medical condition, an additional extension to his status of Leave of Absence Without Pay through June 13, 1980, the last day of Spring Quarter.

MOTION: Ellen Pinto moved that the Board approve Mr. Berntson's request for an extension of his leave of Absence Without Pay, through June 13, 1980 (Spring Quarter). Sally Starke seconded the motion.
The motion was passed unanimously.

Amendment to 1979-80 Operating Budget

Dave Hendrickson, College Business Manager, briefly reviewed Exhibits A and B. The Amendment detailed budget adjustments due to the College's effort to preserve local funds accrued since the Board approved the Budget in November, 1979.

MOTION: Robert Hunt moved that the Board approve the Amendment to the 1979-80 Operating Budget, as reflected in Exhibits A and B. Sally Starke seconded the motion.
The motion was passed unanimously.

INFORMATION REPORTS

Associated Students of Tacoma Community College

None

(Continued)

Tacoma Community College Federation of Teachers

None

Washington Federation of State Employees

None

Washington Public Employees Association

None

Instructional Services March Report of Activities

Dean David Habura reviewed the Instructional Services March Report of Activities. Mr. Habura reviewed the status of grants the College has been working on and mentioned that since the Report had been drafted, we have been notified that our proposal for the Labor Film Festival had been awarded funding by the Washington Commission for the Humanities. Dave Habura introduced Dr. Ronald Magden, Assistant to the Dean for Institutional Advancement Projects, who is responsible for drafting and developing grant applications. Dean Habura commended Dr. Magden on his outstanding achievements this year in his endeavors on behalf of the college.

Student Services

None

Administrative Services

None

Planning, Development and Program Evaluation

None

Business Services

None

CORRESPONDENCE

The following correspondence was reviewed by the Board:

- A. Letter from President to Mrs. John H. Binns concerning the College's recognition of service by her late husband, John H. Binns.

(Continued)

- B. Letter from Dr. Leola Davidson, member of the National League of Nursing Accreditation Team
- C. Letter of appreciation for Peninsula classes
- D. Letter of appreciation to Tanya Brunke from Congressman Norman D. Dicks
- E. Congratulations and letter of appreciation for improvement of arts facilities
- F. Letter of appreciation for George Rother from Andy Bergman, Operations Manager of the South End Neighborhood Center
- G. Bethel Senior High School Vocational Counselor, Donald K. Russell, letter of appreciation for Marion L. Miller (Allied Health) for Careers Ahead program
- H. Letter of thanks to TCC Grounds Maintenance from R.E. Johnson, part-time English instructor
- I. State Board for Community College Education staff member, Ray Flores, letter of thanks to Phil Griffin
- J. Midyear Letter of Appreciation to ASTCC Student Senators
- K. Acknowledgement of new and revised Standards of Progress Statement for Veterans Affairs Office from the Council for PostSecondary Education
- L. Reaffirmation of approval for Veterans Affairs program from the Council for PostSecondary Education
- M. Letter from Congressman Norman D. Dicks regarding House Bill 1553, financial aid
- N. Senator Marcus S. Gaspard's letter regarding House Bill 1553
- O. Letter to President from Lieutenant Governor John A. Cherberg regarding House Bill 1553
- P. Paul Royston, member of Transition Team, Secretary of Education, letter regarding new Department of Education
- Q. Congressman Dicks letter regarding need for Bureau of Community Colleges in the new Department of Education
- R. Letter from Congressman Dicks regarding Bureau of Community Colleges

(Over)

- S. Cathy H. Hotka, Assistant to Terry Straub, letter concerning creating of Bureau of Community Colleges in the new Department of Education.
- T. Senator Magnuson letter regarding new Bureau of Community Colleges.
- U. Senator Jackson's letter regarding establishment of Bureau of Community Colleges in new Department of Education.
- V. Executive Order, Minority and Women's Business Enterprise Utilization.
- W. Letter from W. W. Philip, President of Tacoma Area Chamber of Commerce, informing Larry Stevens of election to Board of Directors of the Tacoma Area Chamber of Commerce.

CITIZEN REMARKS

None

MEMBERS OF THE BOARD OF TRUSTEES REMARKS

Board Chair, Dr. Barbara Wesley, asked the Board to consider for approval Resolution 80-8, for the long and distinguished service of John H. Binns to the College and the Community. Dr. Wesley stated the Board of Trustees wished to publicly acknowledge Mr. Binns inspiring leadership over the years to the College.

MOTION: Ellen Pinto moved that the Board adopt Resolution 80-8, publicly acknowledging the service and leadership of John H. Binns to the College and the community. Robert Hunt seconded the motion.
The motion was passed unanimously.

The Resolution was then presented to Mrs. John H. Binns. The President reminded the Board of the Friends of the Library Memorial meeting for John H. Binns which would be held at 4:00 immediately following the Board meeting.

Robert Hunt and Dr. Barbara Wesley reported on the joint meeting of the Washington Association of Community Colleges Association of Washington Businessmen's meeting they recently attended with the President and Mr. Don Barber, Tacoma Chamber of Commerce Executive Vice President.

(Continued)

Both stated they found the meeting to be most informative and helpful in learning more about the needs of business and industry.

Dr. Wesley gave a report on the Association of Community College Trustees' Legislative Seminar, which was held in Washington, D. C. on February 24-26, 1980. She reviewed highlights of the keynote speakers and indicated that national leaders were quite knowledgeable of community college strengths and concerns.

NEXT MEETING

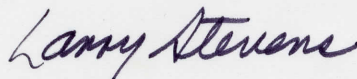
The next meeting of the Board will be:

Board Study Session	April 15, 1980 7:00 pm John H. Binns Room
Board Regular Session	April 17, 1980 2:00 pm John H. Binns Room

ADJOURNMENT

There being no further business to come before the Board, the Regular meeting of the Board was adjourned at 2:49 pm.

Respectfully submitted,



Larry Stevens
Secretary to the Board

TACOMA COMMUNITY COLLEGE

5900 South 12th Street • Tacoma, Washington 98465

AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES	DATE	March 20, 1980
FROM: President	CATEGORY	
SUBJECT: Approval of Minutes of February 12, February 14, February 20, and February 21, 1980, Board Meetings	ITEM & FILE NO.	I, C
	ENCLOSURE (S)	Minutes
REASON FOR BOARD CONSIDERATION:	APPROVAL	

The minutes of the February 12, February 14, February 20, and February 21, 1980, meetings are forwarded to the Board of Trustees for its approval.

ADMINISTRATOR INITIATING ITEM:	L. Stevens	FINAL DISPOSITION <i>Approved</i>
BOARD ACTION DATE	March 20, 1980	
EFFECTIVE DATE	March 20, 1980	

AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES	DATE March 20, 1980
FROM: President	CATEGORY
SUBJECT: Commemorative Resolutions	ITEM & FILE NO. I, D.1-.5
	ENCLOSURE (S) <i>Resolutions 80-3 thru 80-7</i>
REASON FOR BOARD CONSIDERATION: APPROVAL	

Resolutions 80-3 through 80-7 will be presented to the Board of Trustees in Executive Session at its March 18, 1980, special Board meeting.

ADMINISTRATOR INITIATING ITEM:	FINAL DISPOSITION
BOARD ACTION DATE March 20, 1980	<i>All Approved / Adopted</i>
EFFECTIVE DATE March 20, 1980	

RESOLUTION 80-3

WHEREAS, Mr. Lawrence R. Putnam has been the Warden at the United States Penitentiary, McNeil Island, Washington, for the past three and one-half years; and,

WHEREAS, as the Chief Executive of the institution he has lent his strong support for the College program; and

WHEREAS, one of his major professional goals through his long career has been the need for upgrading and expanding occupational training programs and program accreditation; and,

WHEREAS, Warden Putnam has wholeheartedly supported the relationship between Tacoma Community College and McNeil Island; Now Therefore,

BE IT RESOLVED BY THE TACOMA COMMUNITY COLLEGE BOARD OF TRUSTEES that the Board of Trustees of Tacoma Community College does hereby say, goodbye Warden, many thanks for your support of the programs, and much success on your next assignment.

SIGNED AND SEALED this 20th day of March, 1980.



COPY

Dr. Barbara Wesley
Chair, Board of Trustees
Community College District 22

BY THE BOARD OF TRUSTEES ON MARCH 20, 1980,
AND SIGNED BY THE CHAIR OF THE BOARD.

RESOLUTION 80-4

WHEREAS, Mr. Darrell D. Grey, currently serving as Acting Warden, United States Penitentiary, McNeil Island, Washington, while the institution is in the process of closing out all operations; and,

WHEREAS, Mr. Grey has demonstrated through the years his strong support for self-improvement programs; and,

WHEREAS, he has urged, counseled, and guided inmates toward personal improvement through education programs; and,

WHEREAS, he has demonstrated, exceptional leadership qualities by urging program staff to update programs, improve programs, audit programs; and,

WHEREAS, Mr. Grey sees the value of outside professionals conducting programs with the institution in order to ensure quality of the programs for the benefit of members of the inmate body; Now Therefore,

BE IT RESOLVED BY THE TACOMA COMMUNITY COLLEGE BOARD OF TRUSTEES that the Board of Trustees of Tacoma Community College does hereby recognize Mr. Grey for his support and help of the College program.

SIGNED AND SEALED this 20th day of March, 1980.

COPY

Dr. Barbara Wesley
Chair, Board of Trustees
Community College District 22



APPROVED BY THE BOARD OF TRUSTEES ON MARCH 20, 1980, AND SIGNED BY THE CHAIR OF THE BOARD.

R E S O L U T I O N 80-5

WHEREAS, Mr. John A. Meacham is the Associate Warden, Programs, United States Penitentiary, McNeil Island, Washington; and,

WHEREAS, during his tenure at McNeil he has consistently and professionally supported the College program; and,

WHEREAS, Mr. Meacham, using the full authority of his office, to ensure that all school programs continue at the highest possible level of performance in order that each inmate might realize maximum benefits; Now Therefore,

BE IT RESOLVED BY THE TACOMA COMMUNITY COLLEGE BOARD OF TRUSTEES that the Board of Trustees of Tacoma Community College does hereby convey its appreciation to a very dedicated administrator and correctional worker.

SIGNED AND SEALED this 20th day of March, 1980.

COPY



Dr. Barbara Wesley
Chair, Board of Trustees
Community College District 22

APPROVED BY THE BOARD OF
TRUSTEES ON MARCH 20, 1980,
AND SIGNED BY THE CHAIR OF
THE BOARD.

RESOLUTION 80-6

WHEREAS, Mr. Joseph S. Palmquist has served as Supervisor of Education, United States Penitentiary, McNeil Island, Washington, from 1972 to the present date; and,

WHEREAS, his persistent attention and continuous efforts in the development of and perpetuation of worthwhile academic and vocational programs for inmates; and,

WHEREAS, in August of 1971, through Mr. Palmquist's efforts, and help from the staff at Tacoma Community College, McNeil entered into an agreement with Tacoma Community College to establish a two-year college program for inmates at the Penitentiary; and,

WHEREAS, under Mr. Palmquist's administrative guidance, the College expanded and improved, all for the benefit of inmate-students; and,

BE IT RESOLVED BY THE TACOMA COMMUNITY COLLEGE BOARD OF TRUSTEES that the Board of Trustees of Tacoma Community College commend Mr. Palmquist for his most professional qualities as an educational administrator in a penal setting and the many kindnesses he has extended to every member of our Tacoma Community College staff.

SIGNED AND SEALED this 20th day of March, 1980.



COPY

Dr. Barbara Wesley
Chair, Board of Trustees
Community College District 22

APPROVED BY THE BOARD OF
TRUSTEES ON MARCH 20, 1980,
AND SIGNED BY THE CHAIR OF
THE BOARD.

RESOLUTION 80-7

WHEREAS, Mr. Clement J. O'Neill acted as College Coordinator, United States Penitentiary, McNeil Island, Washington, from 1976 to the present date; and,

WHEREAS, during this period of time he worked very closely with many staff members of Tacoma Community College in order to facilitate quality college-level classes and vocational programs; and,

WHEREAS, Mr. O'Neill, always aware of the rehabilitative impact of education and training programs on the inmate residents, helped bring about the accreditation of all vocational training courses through Tacoma Community College; and,

WHEREAS, he served as financial aid officer for inmate-students; Now Therefore,

BE IT RESOLVED BY THE TACOMA COMMUNITY COLLEGE BOARD OF TRUSTEES that the Board of Trustees of Tacoma Community College does hereby extend their personal thanks to Mr. O'Neill, and may he continue to have professional success at his new duty station.

SIGNED AND SEALED this 20th day of March, 1980.

COPY



Dr. Barbara Wesley
Chair, Board of Trustees
Community College District 22

APPROVED BY THE BOARD OF TRUSTEES
ON MARCH 20, 1980, AND SIGNED
BY THE CHAIR OF THE BOARD.

TACOMA COMMUNITY COLLEGE

5900 South 12th Street • Tacoma, Washington 98465

AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES	DATE	March 20, 1980
FROM: President	CATEGORY	IS
SUBJECT: Academic Employee Tenure Recommendations	ITEM & FILE NO.	III, A.1
	ENCLOSURE (S)	
REASON FOR BOARD CONSIDERATION:		APPROVAL

Background:

The Negotiated Agreement between the Board of Trustees and the Tacoma Community College Federation of Teachers requires that probationary faculty members be notified of their status with the College District prior to the last day of Winter Quarter of the probationer's third year of employment.

Each of the Tacoma Community College Faculty Tenure Review Committees responsible for evaluating probationary faculty members have presented their recommendations to the President in compliance with the provision of the Negotiated Agreement.

The President has carefully reviewed each recommendation of the respective Review Committee and hereby transmits his recommendations for tenure for the following academic employees to the Board of Trustees for its consideration.

Recommendation:

The President recommends that the Board concur with the recommendations of the Tenure Review Committee of Virginia Liebergesell (Developmental Education), Marion Miller (Medical Records), Eugene Nelson (Music), and Joan Reilly (Nursing).

ADMINISTRATOR INITIATING ITEM:	L. Stevens	FINAL DISPOSITION
BOARD ACTION DATE	March 20, 1980	Approved
EFFECTIVE DATE		

TACOMA COMMUNITY COLLEGE

5900 South 12th Street • Tacoma, Washington 98465

AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES	DATE March 20, 1980
FROM: President	CATEGORY IS
SUBJECT: Academic Employees Professional Leave Recommendations	ITEM & FILE NO. III, A.2
	ENCLOSURE (S)
REASON FOR BOARD CONSIDERATION: APPROVAL	

Materials concerning this agenda item will be presented to the Board of Trustees in Executive Session at its March 18, 1980, special Board meeting.

ADMINISTRATOR INITIATING ITEM: David Habura	FINAL DISPOSITION Withdrawn from Agenda until April 1980 Meeting
BOARD ACTION DATE March 20, 1980	
EFFECTIVE DATE	

TACOMA COMMUNITY COLLEGE

5900 South 12th Street • Tacoma, Washington 98465

AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES	DATE March 20, 1980
FROM: President	CATEGORY AS
SUBJECT: Lloyd Berntson Request for Extension of Leave of Absence Without Pay through June 13, 1980	ITEM & FILE NO. III, C
	ENCLOSURE (S)
REASON FOR BOARD CONSIDERATION: APPROVAL	

Background

The Board of Trustees granted Lloyd Berntson, who became seriously ill during the 1978-79 academic year, a leave of absence without pay from March 15, 1979, through June 30, 1979. Acknowledging a request for additional leave, the Board of Trustees extended Mr. Berntson's leave of absence without pay from September 24, 1979, through December 7, 1979. Again acting on a request for an extension, the Board of Trustees granted Mr. Berntson a leave of absence without pay through March 24, 1980. Mr. Berntson is a member of the English and Communications Division. He is an outstanding English and Literature teacher and served as the first division chairman in 1975-76.

Status

Not having satisfactorily recovered to perform his assigned duties as of this date, Mr. Berntson is requesting another extension to his leave of absence without pay through June 13, 1980, which is the last contractual day of Spring Quarter.

Recommendation

The President recommends that the Board of Trustees approve Mr. Berntson's request for an extension to his leave of absence without pay through June 13, 1980. (Spring Quarter).

ADMINISTRATOR INITIATING ITEM: Carl Brown	FINAL DISPOSITION <i>Approved</i>
BOARD ACTION DATE March 20, 1980	
EFFECTIVE DATE March 20, 1980	

AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES	DATE March 20, 1980
FROM: President	CATEGORY BS
SUBJECT: Amendments to 1979-80 Operating Budget	ITEM & FILE NO. III, E
	ENCLOSURE (S) Exhibits A and B
REASON FOR BOARD CONSIDERATION: APPROVAL	

Background:

At the November 1979 meeting of the Board of Trustees the 1979-80 "finalized" Operating Budget was adopted. In January 1980 the State Office of Financial Management (OFM) advised the colleges and universities that, for any local funds allotted after March 1, an equal amount of state general funds would be placed in reserve. This places the College's local funds in severe jeopardy. In other words, the College either encumbers the funds or loses them.

Status:

\$ 27,718.00

In order to preserve local funds, the College allotted prior to March 1 an additional \$78,000 of estimated revenues. This amount has tentatively been budgeted as shown in Exhibit A. Some of the encumbered allotments have already been made; others are in the planning and finalizing steps. Of the total expenditures, ~~\$38,908~~ will be purchased or ~~encumbered~~ in this fiscal year, but the specific benefits will occur in the next fiscal year or 1980-81 College academic year. *alloted*

Exhibit A displays the amendments and total funds required or allocated for each project.

Recommendation:

The President recommends that the Board of Trustees approve the Amendment to the 1979-80 Operating Budget as reflected in Exhibits A and B.

ADMINISTRATOR INITIATING ITEM: Dave Hendrickson	FINAL DISPOSITION
BOARD ACTION DATE March 20, 1980	<i>Approved</i>
EFFECTIVE DATE March 20, 1980	

EXHIBIT A

Revised Local Revenue Budget

March 3, 1980

<u>REVENUE</u>	<u>Budgeted Annually</u>	<u>Budget Change</u>	<u>Revised Budget March 3, 1980</u>
Local Operating Funds:			
Beginning Fund Balance	\$231,214		\$231,214
Operating Fee	-0-		-0-
Application Fees	25,000	15	25,000
Class & Lab Fees	30,000	\$45,000	45,000
Fines	3,000		3,000
High School Completion	-0-		-0-
Interest	5,000	62,000	67,000
Private Music Lessons	-0-		-0-
Rentals:			
Facilities - General	5,000	8,000	13,000
Bookstore			
Food Services			
Testing	700	8,000	8,700
Unemployment Insurance Recovery	-0-		-0-
Student Work/Study Match	14,993		14,993
Grant and Contract - Overhead	15,000	(15,000)	-0-
Adult Basic Education	14,000		14,000
Non-Credit Inst. (Transfer- In)	80,096		80,096
DSHS EMT Training	-0-		-0-
Miscellaneous Receipts	500		500
Total Local Funds			<u><u>\$424,503</u></u>

EXHIBIT B

1979-80 Operating Budget Amendment

Expenditures Budget

March 20, 1980

Program 010: Instruction

The College has a contract with the Tacoma Chapter of the Institute of Banking (AIB). One of the provisions of the Contract calls for the AIB Chapter to perform certain tasks, including processing fees, for which the College will reimburse to the amount as stated.

\$ 2,700

Program 050: Library and Media Services

Purchase of books, references, and other instructionally-supported materials through the Dean of Instruction's general supervision and the library and media instructional support services operational area.

7,668

Program 060: Student Services

Reimbursement for College academic employees (counseling staff) for 1979 Summer Session employment contract which was inadvertently dropped from the Budget.

1,465

Program 080: College Institutional Support Service

Final payout of an assessment by the Department of Health, Education, and Welfare (DHEW) which was negotiated by the College and DHEW's Office of Financial Aids in December, 1979.

2,952

College Mail Services

Advance purchase of supplies
and postage. \$ 2,000

College Printing and Reproduction
Services

Advance purchase of paper,
printing, and supplies items. 10,500

Employee Unused Sick Leave Compensation

Legislatively mandated compen-
sation for employees who claim
the benefits of unused sick leave
which was underfunded in the
College's Budget (and not funded
by the State Legislature). 1,776

Business Services (Accounting and
Cashiering)

Funds to employ part-time per-
sons for additional cashiering
during peak load at Spring
Semester registration. 860

Office of the Dean of Instruction

Advance purchase of supplies. 50

Office of Planning, Development and Evaluation

- (1) Installation of a Management Information
Data Analysis System in the Office of
Planning, Development, and Program
Evaluation. The data already provided
by this project has assisted Dean
Habura and Dean Batdorf immeasurably.
Dean Gangnes is the director of
this project. 12,199

(Continued)

- (2) Costing of having the State Auditor's Office perform the required federal audit of the EDA Capital Improvement Projects. These included the physical education site development (track and field, baseball field, and soccer field) and community playground on Pearl Street. \$ 2,500
- (3) Facility planning consultant for Downtown Education Center project. 550

Office of the President

- (1) Funds to employ part-time clerical assistance and staff assistance to the officers of the College Foundation for purposes of reorganizing and revitalizing the organization. 3,500
- (2) Funds to employ a management consultant to assist the College management/administrative team develop, test, and implement a performance-based evaluation system with an accompanying salary administration system. 15,500
- (3) Funds for the College Information Office to replace wornout and missing equipment, purchase supplies, and part-time clerical help. 1,280

Program 090: Plant Maintenance and Operation

- (1) Funds to improve the ^{budget} budget status of the College Plant Maintenance and Operations; to include purchase of deferred items of supplies and equipment. 5,000
- (2) Funds to purchase, in advance, supplies and materials for College custodial and maintenance services. 7,500

TOTAL

\$78,000

TACOMA COMMUNITY COLLEGE

5900 South 12th Street • Tacoma, Washington 98465

AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES	DATE March 20, 1980
FROM: President	CATEGORY IS
SUBJECT: Instructional Services March Report of Activities	ITEM & FILE NO. IV, E
	ENCLOSURE (S)
REASON FOR BOARD CONSIDERATION: INFORMATION	

Status of grants currently in operation at the College is as follows:

Energy Community Forums

The \$10,000 American Association of Community and Junior College's grant to Tacoma Community College has been augmented by a \$15,000 grant from the Washington Commission for the Humanities. The \$25,800 will be used to pay honoraria to speakers at the community forums. Altogether, 8 Alaska, 2 Idaho, 8 Oregon and 22 Washington community colleges will be offering three "Energy and the Way We Live" local forums during February, March, and April, 1980. Tacoma Community College held its first forum on "Energy Needs of Tacoma" on February 14th. On March 13th a forum on "Energy Alternatives - Solar-Nuclear-Coal - for Tacoma" will be held, and a final forum will be held April 17th on "Future Energy Needs of Tacoma."

Displaced Homemaker Consortium

Tacoma and Fort Steilacoom Community Colleges, in cooperation with the YWCA, are identifying and assisting Displaced Homemakers to develop job skills and self confidence under a \$42,000 grant from the Council on Post-Secondary Education. Tacoma Community College's role is to provide classes and workshops for "Homemakers in Transition." Fort Steilacoom is providing job development and the YWCA is the major intake organization. Miriam Kantor is the Tacoma Community College "Homemaker in Transition" instructor.

(Continued)

ADMINISTRATOR INITIATING ITEM: D. Habura	FINAL DISPOSITION
BOARD ACTION DATE	
EFFECTIVE DATE	

Working on the Waterfront

Under a \$22,500 grant from the Washington Commission for the Humanities, Tacoma Community College in cooperation with Pacific Lutheran University and the University of Puget Sound, is assisting the Longshoremen's Union and the Port of Tacoma in preparation of a history of the Tacoma waterfront. Murray Morgan and Ron Magden are the Tacoma Community College representatives. Marie Rice, a Tacoma Community College student, has been hired as a research assistant to Ms. Mary Deaton, the project director.

Grants the College has applied for and has not had a response from yet are as follows:

Fund for the Improvement of PostSecondary Education

This is a consortium grant proposal with Pacific Lutheran University and Bellevue Community College to release faculty to prepare television, telephone and radio courses for undergraduates. The odds on receiving a FIPSE grant are 20 to 1 against. We should know by March 15th if our preliminary proposal has been accepted. The final proposal is due April 8, 1980, and the awards date is June 15, 1980.

Citizen Education for Cultural Understanding Program, Title VI

Tacoma Community College is a member of a 23 college/university/community group consortium of Oregon and Washington institutions applying to the Department of Health, Education and Welfare for \$100,000 to update faculty in International-Intercultural studies. This is a planning grant with renewable funding for operational costs during the second and third years. The date of award has not been established.

Labor Film Festival

This is another consortium grant proposal by Tacoma Community College in cooperation with Green River and Shoreline Community Colleges. There are six films which will be commented on by six labor studies scholars on Thursdays at 12:30 pm and 7:00 pm beginning April 10, 1980. Among the films are "Norma Rae", "The Centralia Legacy", "Blue Collar Capitalism", "Song of the Canary", "Women Must Weep", and the "Karen Silkwood Documentary." The project is co-sponsored by the King and Pierce County Central Labor Councils and the Washington State Labor Council.

(Continued)

Listed below are grants currently being prepared:

Strengthening Developing Institutions Program, Title III

This grant proposal is for developing better educational services to students through surveys of students, community groups and local businesses and industries, and secondly, to implement programs which receive high priority. The first requirement of Title III is to file an eligibility application. The Institutional Advancement Office is working with Dean Gangnes and the College Business Manager, David Hendrickson, on the statistical information required for eligibility status. While the due date of the grant is December 10, 1980, it is necessary to be certified by August 1, 1980.

Genetics Enlightenment - Public Understanding of Science

This proposal will include radio-television-newspaper and telephone programs addressing heredity and the myths and realities surrounding the subject. Due date is October 15, 1980.

Citizen Education for Cultural Understanding Program, Title VI

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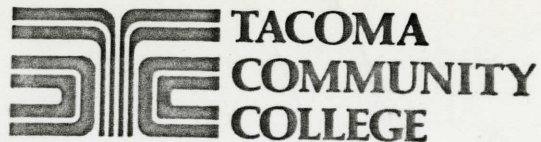
COMMUNITY COLLEGE DISTRICT 22
TACOMA COMMUNITY COLLEGE
 5900 South 12th Street • Tacoma, Washington 98465

AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES	DATE March 20, 1980
FROM: President	CATEGORY
SUBJECT: Correspondence	ITEM & FILE NO. Tab V, Items A-W
	ENCLOSURE (S)
REASON FOR BOARD CONSIDERATION: INFORMATION	Letters

Correspondence for Board review.

ADMINISTRATOR INITIATING ITEM: Larry Stevens	FINAL DISPOSITION
BOARD ACTION DATE	
EFFECTIVE DATE	



Office of the President
(206) 756-5100

March 6, 1980

Mrs. John H. Binns
7410 East Side Drive N.E.
Tacoma, Washington 98422

Dear Ruth:

All of the college community is saddened by the news of the passing of John. His long service to the College on the Board of Trustees, Library Friends, and the Foundation will not be forgotten. There is no doubt John gave more of himself to our College than any other citizen. His work in the community at the birth of the College in 1965 and his continued strong support in subsequent years are deeply appreciated. Most of all, I believe John will be remembered for his work with our students who desired to enter the legal profession.

I would like to invite you to attend our March 20 meeting of the Board of Trustees. At this meeting, the Board would like to present to you a resolution commemorating John's long and distinguished service to Tacoma Community College. The meeting will start at 2:00 pm, and will be held in the John H. Binns Room. I hope you will be able to attend.

We will miss him at our Commencement ceremonies, which he always attended, but we know he will be with us in spirit.

Sincerely yours,

A handwritten signature in cursive script that reads 'Larry Stevens'.

Larry Stevens

LS:lm

WEBER STATE COLLEGE

OFFICE OF THE PRESIDENT

FEB 22 1980

SCHOOL OF
ALLIED HEALTH SCIENCES-
NURSING

OGDEN, UTAH 84408
801-626-6132

February 19, 1980

Larry P. Stevens, Ed. D.
President
Tacoma Community College
5900 S. 12th St.
Tacoma, Washington 98465

Dear President Stevens:

On behalf of the National League for Nursing, I want to express my appreciation to you and your staff for being so helpful and kind. It was a pleasure to work with Joan, the faculty and other personnel in the college.

I send my best wishes to you for your continued success in the college and for your future plans.

It was a pleasure for me to be on the accreditation team for the Associate Degree Program. I hope I will have the opportunity of visiting with you again.

Sincerely



Leola Davidson, R. N., Ed. D.
Associate Dean
Allied Health Sciences

LD:ra

OFFICE OF THE PRESIDENT

FEB 21 1980

Dr. L. Stevens

February 19

Dear Dr. Stevens:

I wish to express my appreciation for the continuing education classes that are being held on the peninsula. I am enrolled in Lynn Schlick's poetry and fiction class and I find the class and Mrs. Schlick are such an energetic group that the three hours we spend each Tuesday night are not enough.

I also appreciate the personal interest the peninsula coordinator has taken in promoting these classes. She has been willing to help with many of the details and I understand she is responsible for combining the poetry and fiction into one class, so that no one on the peninsula would be left out.

I hope that the literature and philosophy classes will be scheduled for spring quarter, because I would like to take them as well.

The peninsula really needs this program. Keep up the good work.

Sincerely

Pat Burkhart

Pat Burkhart

Box 883 Gig Harbor

758-2461



HOUSE OF REPRESENTATIVES
WASHINGTON, D. C. 20515

OFFICE OF THE PRESIDENT

January 29, 1980

FEB 10 1980

NORMAN D. DICKS
WASHINGTON, SIXTH DISTRICT

Ms. Tanya Brunke
Tacoma Community College
5900 So. 12th St.
Tacoma, Washington 98465

Dear Ms. Brunke:

Tanya

Thank you for joining me at the luncheon of women in business and professions at Johnny's Dock on January 11, 1980. It was a great opportunity for me to exchange ideas with some of the important and influential women in the community and I found it very stimulating. The questions were excellent and the time went all too fast.

It is my hope we will have more of this type of session in the future. I hope you will feel free to call my office and express your thoughts and opinions in the meantime. I look forward to seeing you again.

Sincerely yours,

Norm

NORMAN D. DICKS
Member of Congress

NDD/sq



MEMORANDUM

OFFICE OF THE PRESIDENT

FEB 15 1980

DATE: February 14, 1980

FROM: Frank Dippolito

SUBJECT: Improvements to Art Facilities

TO: Dr. Stevens, Carl Brown, Bob Blankenship

Again, the Buildings and Grounds people, and in particular Mike ("The Carpenter") Gillen, have contributed greatly to the physical needs of the Art Department.

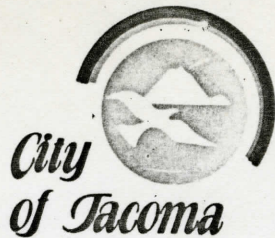
The construction and installation of student lockers in the pottery area (5-3) and the installation of lock hasps on the existing 90 lockers will help meet the needs of many students.

We, in the Art Department, have been impressed with the cooperation, efficiency and workmanship demonstrated by this segment of T.C.C.

This memo is an expression of appreciation and congratulations for a job well done. On behalf of the Art Department and students, thank you.

FD:mh

cc: M. Faye
P. Michaels
R. Rhea
D. Tracey
C. Ball
S. Sobeck



Department of Human Development
South End Neighborhood Center

February 11, 1980

Tanya Brunke
Assoc. Dean/Continuing Education
5900 So. 12th
Tacoma, WA 98465

Dear Ms. Brunke:

I would like to take this time to pass on a job well done for George Rother. He has put together 7 outstanding classes here for our fall schedule and all 7 have been very successful. He's been able to provide classes at the South End Neighborhood Center that the community has requested and are very much interested in. He is now working on the spring schedule for the South End Neighborhood Center and it looks like we are going to have another success in the upcoming spring.

He has been very cooperative in working around the Center's schedule and able to deal with any problems that have come with scheduling.

He has done a fantastic job and it's about time we say thank you very much George. I look forward to working with him for a long time.

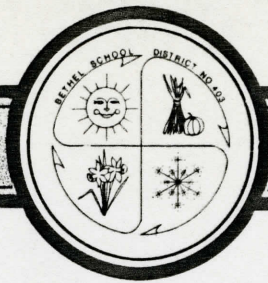
Sincerely,

A handwritten signature in cursive script that reads "Andy Bergman".

Andy Bergman, Operations Manager
South End Neighborhood Center

AB/jp

bethel



SENIOR HIGH SCHOOL

GUIDANCE OFFICE

22215 38th Ave. E. Spanaway, Wa. 98387

847-2216 — 847-2144

Mr. Glenn Wiese, Guidance Director
Mr. John Ostrander, Counselor

Mrs. Margo Kessel, Counselor
Mr. Donald Russell, Counselor
Mrs. JoAnne Coufal, Counselor

OFFICE OF THE PRESIDENT

FEB 26 1980

February 22, 1980

President
Tacoma Community College
Tacoma, Washington

Dear Sir:

I would like to express my appreciation and that of our school for the participation of Ms Marion L. Miller, of your Allied Health Department in our recent Careers Ahead program. On the 14th of February this segment was focused on the Health field and was aimed at letting our senior students talk to workers, students and representatives of various training schools. Ms Miller was not only noted for her extensive knowledge of your health programs but also for the cheerful attitude she displayed as she willingly explained other programs and the admissions requirements.

Please extend our thanks to her and assistance in making our program very successful. She reflects very favorable on Tacoma Community College and her department.

Sincerely

Donald K. Russell
Donald K. Russell
Vocational Counselor

OFFICE OF THE PRESIDENT

FEB 22 1980



MEMORANDUM

DATE: Feb. 22, 1980

FROM: Johnston, Engl. Divn.
Through: Office of the President

SUBJECT: To: TCC Grounds Maintenance

This is to express my thanks for the assistance given to me by your people on the morning of Feb. 21 (hurry-hurry, lights left on, dead battery, etc.).

Along with the mechanical work, the friendly and informative manner of the man who came to help was exemplary. Such employees make the college a family.

Again, thanks, sincerely,

A handwritten signature in dark ink, appearing to read 'R. E. Johnston', is written over the typed name.

R. E. Johnston, M.A.
P-T Instr., English



STATE OF WASHINGTON

Dixy Lee Ray
Governor

OFFICE OF THE PRESIDENT

FEB 6 1980

STATE BOARD FOR COMMUNITY COLLEGE EDUCATION

319 Seventh Avenue, FF-11, Olympia, Washington 98504

February 5, 1980

OFFICE OF THE PRESIDENT

FEB 21 1980

TO: Phil Griffin, Counseling Director
Tacoma Community College

FROM: Roy Flores *Roy*

SUBJECT: CGDA Presentation

I enjoyed your slide presentation and charts which you presented at the CGDA winter quarter meeting. It was a very informative and effective tool. Could you send me a copy of your "viewfoils" which depicted the counselor workloads, staffing ratios, etc.? Information such as your presentation is valuable to us in the event we get requests for such data from external agencies, legislators, etc.

Thank you for your assistance.

RJF:sw

*material sent
2/14/80 rem*



Sent to Student Senators: Anastasia Armourer,
Robert Comenout, Janet Darneille, Andy Draper,
Rita Fleischmann, Byron Gales, David Halvorson,
Robin Johnson, Carole Lindstrom, George
McMullen, Dean Pearce, Tony Pender, Dave Petrich,
Art Reibli, and Bud Trafton.

Tab V, Item J
MEMORANDUM

DATE: February 25, 1980
FROM: Larry Stevens *LS*
SUBJECT: Midyear Letter of Appreciation
TO: David Halvorson

David:

I wish to take this means to express my personal appreciation, and that of the Board of Trustees, for your work to date as a student senator. It is through the efforts such as yours working with your fellow students, the ASTCC president, Ms. Bell and Dr. Batdorf, and myself that we are achieving results for the seven thousand students attending TCC.

Your efforts as a senator, acting through the student government process, to fund a campus child care fund, recycling of waste metals campaign, student hospitality account created, and efforts through the student task force to adjudge financial conditions of the Challenge and other organizations is most commendable.

I also have heard the senators are looking into the grading system which, of course, would involve faculty and the administration.

Keep up the good work! Invite me down to your meetings. Let's "townhall" some issues that are important to you and the College. I, for one, realize your contribution and appreciate your intent, time, and commitment.

cc George Freeman III

LS:cb



STATE OF
WASHINGTON

Dixy Lee Ray
Governor

COUNCIL FOR POSTSECONDARY EDUCATION

908 E. 5th Avenue, Olympia, Washington 98504

Chalmers Gail Norris, Executive Coordinator

OFFICE OF THE GOVERNOR

FEB 22 1980

February 21, 1980

Dr. Larry P. Stevens
President
Tacoma Community College
5900 South 12th Street
Tacoma, Washington 98465

Dear Dr. Stevens:

The staff of the Academic Program Services Section acknowledges your new and revised Standards of Progress Statement submitted to us on February 2, 1980, by Steven J. Howard, Director for the Tacoma Community College Office of Veterans Affairs.

Accordingly, this new and revised Standards of Progress Statement will be included in our 1979-1980 annual reaffirmation report.

Sincerely,

Mark D. Johnson
Associate Coordinator
Academic Program Services

MDJ/ecm



STATE OF
WASHINGTON

Dixy Lee Ray
Governor

COUNCIL FOR POSTSECONDARY EDUCATION

908 E. 5th Avenue, Olympia, Washington 98504

OFFICE OF THE PRESIDENT

FEB 21 1980

February 11, 1980

Dr. Larry P. Stevens
President
Tacoma Community College
5900 - 12th Street
Tacoma, Washington 98465

Dear President Stevens:

As the State Approving Agency for veterans educational benefits under Title 38 of the U.S. Code, this agency has conducted a routine review of your academic programs. The staff of the Academic Program Services Section has reviewed the 1979-1981 catalog for Tacoma Community College. During the staff's visit to your campus on January 18, 1980, Mr. Stephen Howard, Veterans Coordinator, clarified the catalog's outline of courses of study offered by your institution.

Based upon our review of the 1979-1981 catalog and our subsequent visit to the campus, this letter reaffirms the approval of the following courses of study for enrollment of persons eligible for benefits under Chapters 32, 34, and 35, Title 38, U.S. Code.

- The Associate in Arts and Sciences degree as described on page 15 of the catalog with distribution requirements outlined on page 15 to be fulfilled by unit subjects numbered 100 or above appearing on pages 33 to 65 of the catalog.
- The Associate in Liberal Arts degree as described on page 17 of the catalog with distribution requirements outlined on pages 17 and 18 to be fulfilled by unit subjects appearing on pages 33 to 65 of the catalog.

In addition, it is noted that Tacoma Community College offers academic unit subjects which qualify as Independent Study under V.A. Regulation 14280 and Field Experience under V.A. Regulation 14265. The former academic unit subjects usually bear the number 299 and are titled Independent Study. The latter academic unit subjects are currently numbered and titled: HSW 191, 192 and 193; Field Placement I, II, and III; and Cooperative Education 193.

The approval of these courses of study applies to the campus situated at the above address in Tacoma, Washington; the federal penitentiary

Dr. Larry P. Stevens
Page 2

at McNeil Island, Steilacoom, Washington; and Purdy Treatment Center for Women in Purdy, Washington. Approval is for an indefinite period, subject to periodic inspection and contingent upon full compliance with pertinent Veterans Administration regulations.

Sincerely,

C. Gail Norris

Chalmers Gail Norris
Executive Coordinator

CGN/ecm

cc: Stephen Howard
Hal Anderson, Commission for Vocational Education
Fran Lynch, V.A. Regional Office

OFFICE OF THE PRESIDENT

FEB 19 1980



Congress of the United States
House of Representatives
 Washington, D.C. 20515

DISTRICT OFFICES:
 PIERCE COUNTY
 SUITE 602
 SECURITY BUILDING
 915½ PACIFIC AVENUE
 TACOMA, WASHINGTON 98402
 PHONE: (206) 593-6536

KITSAP COUNTY
 SUITE 3
 900 PACIFIC AVENUE
 BREMERTON, WASHINGTON 98310
 PHONE: (206) 479-4011

SOUTH KING COUNTY
 SUITE 101
 1025 SOUTH 320TH
 FEDERAL WAY, WASHINGTON 98003
 PHONE: (206) 941-2382

NORMAN D. DICKS
 6TH DISTRICT, WASHINGTON

COMMITTEE:
 APPROPRIATIONS

COMMITTEES:
 FENSE
 INTERIOR

1508 LONGWORTH HOUSE OFFICE BUILDING
 WASHINGTON, D.C. 20515
 PHONE: (202) 225-5916

February 11, 1980

Mr. Larry Stevens
 Tacoma Community College
 5900 South 12th Street
 Tacoma, WA 98465

Dear Mr. Stevens:

Thank you for your letter stating your views on the proposed new funding processes for financial aid. As I mentioned at Dawn Lucien's earlier this month, I appreciated your thoughts on this matter.

As you may know, I have worked closely with Senators Magnuson and Jackson in expressing our concerns to the House Education and Labor Oversight Committee, regarding the allocation of campus-based student financial aid funds.

I have also noted your concerns in the areas of conditional guarantee, enrollment and cost allowance, and I can assure you that I will continue to urge the House Committee on Education and Labor to exercise its oversight authority to look into this matter prior to the implementation of Phase II of the "fair share" process.

Again, thank you for sending me this information, and you can be assured of my continuing efforts to alleviate this problem.

Sincerely,

NORMAN D. DICKS
 Member of Congress

NDD:ap



OFFICE OF THE PRESIDENT

FEB 22 1980

MARCUS S. GASPARD
WASHINGTON STATE SENATE
TWENTY-FIFTH DISTRICT

COMMITTEES

EDUCATION, VICE CHAIRMAN
AGRICULTURE
RULES
WAYS AND MEANSFORTY-SIXTH LEGISLATURE
1979-81

February 21, 1980

Mr. Larry Stevens
Tacoma Community College
5900 South 12th Street
Tacoma, Washington 98465

Dear Mr. Stevens:

Thank you for your letter expressing your opposition
to House Bill 1553.As you are probably aware by now, the Senate
Committee on Ways and Means defeated HB 1553
in Committee.Dr. John Terry more than adequately expressed
the views of the Community College system.
I am one of those who voted against the bill and
I am happy to inform you of such.I appreciate your informing me of your views,
and if I can be of further service, please feel
free to contact me.

Sincerely yours,

MARCUS S. GASPARD
State Senator



OFFICE OF THE PRESIDENT

FEB 29 1980

LIEUTENANT GOVERNOR
JOHN A. CHERBERG
PRESIDENT OF THE SENATE
OLYMPIA, WASHINGTON 98504

February 27, 1980

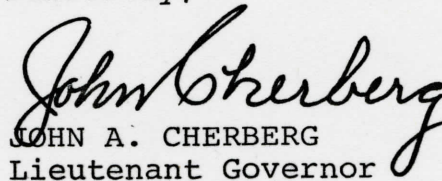
Mr. Larry Stevens
President
Tacoma Community College
Community College District 22
5900 S. 12th Street
Tacoma, Washington 98465

Dear Mr. Stevens,

Thank you for your letter of February 13 expressing your opposition to HB 1553. It was indeed thoughtful of you to express your views on this legislation.

Your letter was called to the attention of the proper legislative committees, but as you are probably aware, HB 1553 does not fall within the time period of the cutoff resolution and for all intent and purpose is dead for this session. However, there is always the possibility, although unlikely, that the measure may be amended to another bill.

Sincerely,


JOHN A. CHERBERG
Lieutenant Governor

JAC/mw

FEB 22 1980

THE SECRETARY OF EDUCATION
TRANSITION TEAM
WASHINGTON, D.C. 20202

FEB 15 1980

Mr. Larry Stevens
Office of the President
Tacoma Community College
5900 S. 12th Street
Tacoma, Washington 98465

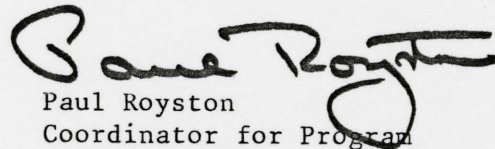
Dear Mr. Stevens:

Thank you for your letter to Secretary Hufstedler regarding the establishment of a unit for community colleges within the new Department of Education.

At present, a final decision has not been made about the organization of the Department. The Secretary agrees with you on the importance of community college education, and the Department of Education Transition Team will give careful consideration to your comments.

Again, thank you for sharing your views with the Secretary and for taking an interest in the new Department of Education.

Sincerely,



Paul Royston
Coordinator for Program
Organization and Implementation

cc: Postsecondary Education Task Force

NORMAN D. DICKS
6TH DISTRICT, WASHINGTON

COMMITTEE:
APPROPRIATIONS

SUBCOMMITTEES:
DEFENSE
INTERIOR

1508 LONGWORTH HOUSE OFFICE BUILDING
WASHINGTON, D.C. 20515
PHONE: (202) 225-5916



Congress of the United States
House of Representatives
Washington, D.C. 20515

February 13, 1980

The Honorable Shirley Hufstedler
Secretary of Education
Department of Education
Rm. 4181
FOB-6
400 Maryland Avenue, S.W.
Washington, D.C. 20202

Dear Secretary Hufstedler:

It has been recently brought to my attention by educators in the State of Washington that there is a need for a Bureau of Community Colleges in the Office of Postsecondary Education in the new Department of Education.

I have been informed that by 1978 the number of students enrolled in Community College credit courses had grown to 5,000,000, approximately 36% of all students attending postsecondary institutions. Due to this growth in the Community College system, many Washington educators believe that a strong Bureau of Community Colleges in the Office Of Postsecondary Education is needed to address the needs and services of two-year institutions and to provide better national representation and administration at the new Department of Education.

Community College educators believe that many of the problems addressed in the legislation creating the new Department of Education will not be effectively dealt with if an element of postsecondary education serving nearly 500,000 citizens is not an integral yet distinctive arm of the new Department.

The Community College system of the United States is unique and deserves to be acknowledged as an important part of the new Department. I hope that you will give these views every proper consideration.

Again, thank you for your kind consideration of this matter.

Sincerely,

NORMAN D. DICKS
Member of Congress

NDD:ac

Tab V, Item Q

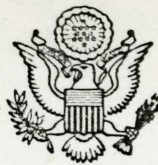
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PHONE: (206) 479-4011
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SUITE 101
1025 SOUTH 320TH
FEDERAL WAY, WASHINGTON 98003
PHONE: (206) 941-2382

NORMAN D. DICKS
6TH DISTRICT, WASHINGTON

COMMITTEE:
APPROPRIATIONS

SUBCOMMITTEES:
DEFENSE
INTERIOR

1508 LONGWORTH HOUSE OFFICE BUILDING
WASHINGTON, D.C. 20515
PHONE: (202) 225-5916



Congress of the United States
House of Representatives
Washington, D.C. 20515

February 13, 1980

DISTRICT OFFICES:
PIERCE COUNTY
SUITE 602
SECURITY BUILDING
915 1/2 PACIFIC AVENUE
TACOMA, WASHINGTON 98402
PHONE: (206) 593-6536
KITSAP COUNTY
SUITE 3
900 PACIFIC AVENUE
BREMERTON, WASHINGTON 98310
PHONE: (206) 479-4011
SOUTH KING COUNTY
SUITE 101
1025 SOUTH 320TH
FEDERAL WAY, WASHINGTON 98003
PHONE: (206) 941-2382

OFFICE OF THE PRESIDENT

FEB 13 1980

Mr. Larry Stevens
President
Tacoma Community College
Community College District 22
5900 S. 12th Street
Tacoma, WA 98465

Dear Mr. Stevens:

Thank you for your letter outlining the reasons why a Bureau of Community Colleges is needed in the Office of Postsecondary Education at the new Department of Education. I appreciated hearing from you on this matter.

I am very sympathetic to the needs of the Community College system in our country and I recognize the valuable contribution Community Colleges have made to our educational system.

Due to my concern, I have written to Secretary Shirley Hufstedler at the Department of Education to relay your concerns and to request that she give every proper consideration to the need for a Bureau of Community Colleges in the Office of Postsecondary Education. Enclosed you will find a copy of the letter that I sent to Secretary Hufstedler.

Again, thank you for writing and I will forward to you any response I receive from Secretary Hufstedler. If I can be of further assistance to you, please do not hesitate to contact me.

Sincerely,

NORMAN D. DICKS
Member of Congress

NDD:ac

Enclosure

OFFICE OF THE PRESIDENT

THE WHITE HOUSE
WASHINGTON

FEB 15 1980

February 12, 1980

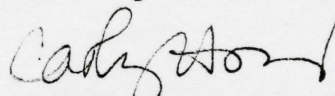
Mr. Larry Stevens
President, Tacoma Community
College
Somcommunity College District 22
5900 S. 12th Street
Tacoma, Washington 98465

Dear President Stevens:

Thank you very much for your letter to Terry Straub concerning the creation of a Bureau of Community Colleges in the Department of Education.

Terry is out of town, but asked me to convey his thanks to you for sharing your thoughts. I've taken the liberty of referring your letter to Secretary Hufstedler's office, since that is where any such action must emanate. I feel sure that you will receive a response shortly.

Best regards,



Cathy Hannan Hotka
Administrative Assistant
for Congressional Liaison

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United States Senate

COMMITTEE ON APPROPRIATIONS
 WASHINGTON, D.C. 20510

OFFICE OF THE PRESIDENT

FEB 8 1980

February 5, 1980

Dr. Larry Stevens
 President
 Tacoma Community College
 Community College District 22
 5900 S. 12th Street
 Tacoma, Washington 98465

Dear Dr. Stevens:

Your recent letter, and a copy of your letter to Congressman Dicks, in which you express several concerns about important issues in the new Department of Education is appreciated.

Certainly, the department must have an organization that will enable community colleges, and other postsecondary education institutions and students, a chance to have a strong voice. It is imperative that the person who is chosen to be the Assistant Secretary in this area have the background and the staff necessary to insure that your voices will be heard and responded to. I plan to work closely with Secretary Hufstedler to make sure that all voices of postsecondary education are involved in the policies and programs that affect them. Community colleges should certainly be involved in this process.

The Washington Congressional delegation has been involved in trying to work out problems created by the new and so-called fair share allocation formula. Congressman Dicks has joined Senator Jackson and me in sending letters to Congressman Ford and Senator Pell who chair the House and Senate Education authorizing subcommittees. A copy of one of these letters is attached. Let me assure you that we will continue to work on this matter in an effort to make sure that Washington's allocation is not unfairly reduced.

Thank you for sharing your comments on these important issues with me.

Sincerely,

Warren G. Magnuson
 WARREN G. MAGNUSON, Chairman
 Labor-HEW Appropriations
 Subcommittee

WGM:sh1
 Enclosure

HENRY M. JACKSON, WASH., CHAIRMAN

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United States Senate

COMMITTEE ON
ENERGY AND NATURAL RESOURCES

WASHINGTON, D.C. 20510

February 13, 1980

OFFICE OF THE PRESIDENT

FEB 19 1980

DANIEL A. DREYFUS, STAFF DIRECTOR
D. MICHAEL HARVEY, CHIEF COUNSEL
STEVEN G. HICKOK, STAFF DIRECTOR FOR THE MINORITY

Dr. Larry Stevens
President, Tacoma Community College
5900 S. 12th Street
Tacoma, WA 98465

Dear Dr. Stevens:

Thank you for your letter regarding your support for the establishment of a Bureau of Community College Education in the Office of Postsecondary Education.

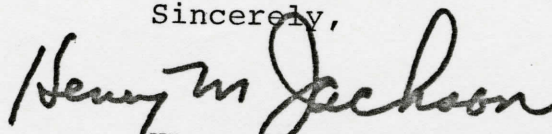
Although, by law, the Department must be established by June 3, 1980, there are very few administrative positions currently filled. The effort between now and June will be to fill the positions in accordance with the law as it is currently written.

I think it would be more appropriate to wait until the Department is established and operating before attempting to have administrators change the structure.

I will keep your thoughts in mind and will contact the appropriate people in June.

With best wishes.

Sincerely,



Henry M. Jackson, U.S.S.

HMJ:ctp



STATE OF
WASHINGTON

Dixy Lee Ray
Governor

OFFICE OF THE GOVERNOR
Legislative Building, Olympia, Washington 98504

EO 80-03

E X E C U T I V E O R D E R

MINORITY AND WOMEN'S BUSINESS ENTERPRISE UTILIZATION

OFFICE OF THE PRESIDENT

FEB 10 1980

It is the policy of the state of Washington that all its citizens, including those who are socially and economically disadvantaged, be afforded an opportunity for full participation in our free enterprise system in order to enhance their personal well-being and the state's economic potential. Executive Order 77-5, entitled "Minority Contract Procurement Plan," directed all state agencies to work toward awarding a higher percentage of contracts to minority businesses. The report provisions of that Order have helped define the extent of the problem and identify the changes which must be made to achieve success.

It has become additionally apparent that businesses owned by women are also a distinct minority in the business community and are subject to many of the same discriminatory practices suffered by minority-owned businesses.

In recognition of this policy, the state of Washington is committed to ensuring the full and equitable participation by women's and minority business enterprises in the providing of goods and services to the state on a contractual basis. The ultimate goal of this Executive Order is to increase the use of women's and minority business enterprises above the present low-level to a level more comparable to their representation in the population.

NOW, THEREFORE, I, Dixy Lee Ray, Governor of the state of Washington, do hereby order and direct the following:

I. SCOPE

- A. The provisions of this Order shall apply to all contracts awarded by the state and services utilized by the state except as may be hereafter specifically exempted in utilization requirements issued by the Office of Financial Management and shall be liberally construed for accomplishment of its policies and purposes.
- B. All state departments, commissions, boards, officers and employers, in the deposit of state funds and performance of their other official duties, shall make every good faith effort to utilize equitably the services of women's and minority small business enterprises. Such services shall include, but are not limited to, the financial services of banks, savings and loan companies and other commercial financial institutions and arrangement of travel and accommodations when traveling on official state business.

II. DEFINITIONS

- A. "Minority," "minorities," or "minority person" means ethnic persons residing in the United States, including American Indians, Asian Pacific Americans, Black Americans, Mexican Americans and Native Alaskans.
- B. "Minority business enterprise" means a business which is owned and controlled by one or more minority persons. For purposes of this definition, the non-minority owner or owners of the minority business enterprise may not be the owner or operator, in whole or in part, of a business engaged in the same or similar type of business activity as the minority business enterprises.
- C. "Women's business enterprise" means a business which is owned and controlled by one or more women residing in the United States or its territories. For purpose of this definition, the male owner or owners in a women's small business enterprise may not be the owner or operator, in whole or in part, of a business engaged in the same or similar type of business activity as the women's business enterprise.
- D. "Owned and controlled," for purposes of determining whether a business is a minority business enterprise, women's business enterprise or combination women's and minority business enterprise, means that the minorities, women, or combination of both, as the context requires, shall possess:
 - 1. Ownership of greater than 50 percent of the business; and
 - 2. Control over management, interest in capital, and interest in profit or loss commensurate with the percentage of ownership on which the claim of status is based; and
 - 3. A real and continuing interest in the business.

II. MINORITY AND WOMEN'S BUSINESS DEVELOPMENT ADVISORY COUNCIL

The Minority and Women's Business Development Advisory Council is hereby established. The Council shall be appointed by the Governor and shall include representatives of state agencies at the director, deputy or assistant director level; the women's and minority business community; and the business community at large. The Council shall:

- D. Compile and publish directories of minority and women businesses enterprises and distribute to all state agencies.

V. OFFICE OF FINANCIAL MANAGEMENT

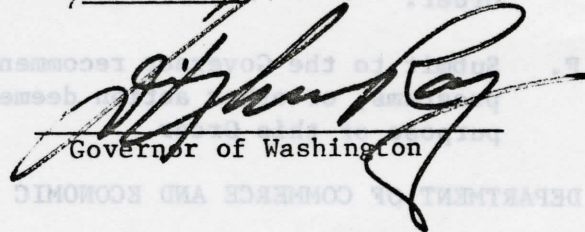
The Office of Financial Management, after consultation with the Department of Commerce and Economic Development shall:

1. Develop a reporting system for monitoring compliance with this Executive Order and report semi-annually to the Minority and Women's Business Development Advisory Council.
2. Develop and issue minority and women's business enterprise utilization requirements, guidelines and sanctions consistent with the Constitution and laws of the state of Washington to be followed by each state agency in the awarding of contracts for construction, consultant and other services, purchasing, leases and concessions.

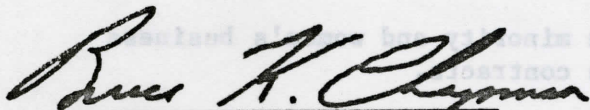
VI. ALL PROVISIONS OF EO 77-5 ARE HEREWITH RESCINDED.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the state of Washington to be affixed at Olympia this 6th day of February, A.D., 1980.


Governor of Washington

BY THE GOVERNOR:


Secretary of State

- A. Establish separate annual statewide goals for the utilization of women's business enterprises and minority business enterprises with the advice of the Department of Commerce and Economic Development and contract awarding authorities. These goals shall be expressed in terms of a percentage of the total dollar value of all contracts to be awarded by the state, and may be established separately for categories of contracting such as construction, consultant, concessions and purchasing.
- B. With the advice of each contract awarding authority, establish separate annual goals for utilization of minority and women's business enterprises by that awarding authority. These goals shall be expressed as a percentage of the total dollar value of all contracts to be awarded by the contract awarding authority and may be established separately by contract category. These goals shall equal or exceed the statewide annual goals, unless a lower goal is set by the Council, together with a statement of reasons therefor.
- C. Identify programs that have stimulated minority participation.
- D. Identify barriers to minority participation and develop workable solutions.
- E. Report semi-annually to the Governor regarding the state's progress in achieving the goals set forth in this Executive Order.
- F. Submit to the Governor recommendations for legislation, innovative programs, or other action deemed desirable to promote the purpose of this Order.

IV. DEPARTMENT OF COMMERCE AND ECONOMIC DEVELOPMENT

The Department of Commerce and Economic Development shall:

- A. Provide information and other assistance to minority and women's business enterprises to increase their ability to compete effectively for the award of state contracts.
- B. Assist state agencies to increase minority and women's business enterprise participation on state contracts.
- C. Certify businesses as bona fide women's business enterprises and minority business enterprises and maintain a listing of such bona fide businesses for use by contract awarding authorities and contractors.

Tacoma Area Chamber of Commerce

752 Broadway • P.O. Box 1933 • Tacoma, WA 98401 • (206) 627-2175

OFFICE OF THE PRESIDENT

FEB 22 1980

February 20, 1980

Dr. Larry Stevens
Tacoma Community College
5900 South 12th
Tacoma, Washington 98465

Dear Larry:

It is with a great deal of pleasure that I inform you of your unanimous election to the Board of Directors of the Tacoma Area Chamber of Commerce. Your term as a Director is effective now and expires on September 30, 1981. Your election is a recognition of your leadership in the business and professional community. I encourage you to take an active role in the Chamber operations.

An important factor which will contribute to your success as a Director is a clear understanding of the primary objectives of the Chamber and the basic functions of the Board. Attached is a booklet prepared to give you a broad perspective of the Chamber. It summarizes fundamentals of the effective Chamber organization and operation, fundamentals which have proven successful in thousands of communities throughout the nation for many years. Please read it carefully. These time-tested fundamentals will help you do a good job as a Director and merit the confidence which has been expressed in your leadership ability.

I look forward to a close working relationship with you and other members of the Board.

Best personal regards.

Sincerely,



W. W. Philip
President

fs

Enc.

TACOMA COMMUNITY COLLEGE

5900 South 12th Street • Tacoma, Washington 98465

AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES	DATE March 20, 1980
FROM: President	CATEGORY
SUBJECT: John H. Binns Commemorative Resolution	ITEM & FILE NO. VIII, A
	ENCLOSURE (S) Resolution 80-8
REASON FOR BOARD CONSIDERATION: APPROVAL	

Background and Status:

For the long and distinguished service of John H. Binns to the College and Community, the Board of Trustees wishes to publically acknowledge Mr. Binns inspiring leadership.

Recommendation:

It is recommended that the Board of Trustees adopt Resolution 80-8.

ADMINISTRATOR INITIATING ITEM:	FINAL DISPOSITION
BOARD ACTION DATE March 20, 1980	Approved
EFFECTIVE DATE March 20, 1980	

R E S O L U T I O N 80-8

WHEREAS, JOHN H. BINNS, served on the first Tacoma Community College Board of Trustees 1967-1972, and as Chairman of the Board during 1970-1971 with great distinction; and

WHEREAS, Mr. Binns was the moving force in the founding of the Friends of the Tacoma Community College Library and its first President in 1965; and

WHEREAS, Mr. Binns was instrumental in the establishment of the Tacoma Community College Foundation in 1967 and its first President; and

WHEREAS, Mr. Binns was respected by the entire Tacoma Community College Student Body, Faculty, Classified Staff, Administration, and Board of Trustees for his staunch support of the College and its goals; and

WHEREAS, Mr. Binns utilized his long experience in higher education to promote the concepts of intellectual freedom, the right to read, and scholarship; and

WHEREAS, Mr. Binns exemplified the highest tradition of service to the community by promoting cooperation and understanding between labor and management, government and the citizenry, and the legal profession and the public; and

WHEREAS, Mr. Binns above all gave of himself tirelessly to serve the young people of our community; Now Therefore,

BE IT RESOLVED BY THE TACOMA COMMUNITY COLLEGE BOARD OF TRUSTEES that the Board of Trustees of Tacoma Community College

does hereby publicly acknowledge the inspiring leadership of John H. Binns and extends the appreciation of the College community to his family for generously sharing their father and husband's time. It is fitting that this resolution be adopted in the room named in his honor for Mr. Binns' long and distinguished service to the College and to the community.

Signed and sealed this 20th day of March, 1980.

Barbara Wesley

Dr. Barbara Wesley
Chair, Board of Trustees
Community College District 22

