

TACOMA COMMUNITY COLLEGE

Meeting of the Board of Trustees

July 27, 1967

Agenda

1. Roll Call
2. Approval of Previous Minutes
3. Correspondence
4. Reports to the Board
 - a. Tacoma Community College Foundation
 - b. Friends of the Tacoma Community College Library
 - c. Contract Proposals
 - (1) Honeywell
 - (2) Szabo Food Service
 - d. Fall Enrollment Projections
 - e. Proposed Application for Capital Funds
 - f. Landscaping Matters
 - g. New Appointments
 - h. Tacoma Community College Association
5. Unfinished Business
 - a. Acceptance of Cooperative Board-Certificated Personnel Relations Agreement
 - b. Acceptance of Board of Trustees Bylaws
6. New Business
 - a. Recommendation on responsibility factor for division and department chairmen and the athletic director as follows:
 - (1) released time to be determined by the President up to a maximum of 2/3 load.
 - (2) per diem to be determined by the President up to a maximum of thirty days (beyond 180 day contract).
 - (3) an administrative responsibility factor of 20% of the base on the regular salary schedule, as an example (.20 x 6400 or \$1,280.00).
7. Adjournment

passed

TACOMA COMMUNITY COLLEGE

BOARD OF TRUSTEES

Minutes

July 27, 1967

A regular meeting of the Board of Trustees was held at 3:00 p.m., Thursday, July 27, 1967 at Tacoma Community College.

Present: Charles Edmunds, John Binns, Frank Cooper, Lewis Hatfield, Maxine Myers, and Thornton Ford, Secretary

Guests: George Van Mieghem, Paul Jacobson, Dale Wirsing, Jack Hyde, President, TCCA, Richard Aiken, Joseph Kosai, William Shapeero

The minutes of the Board meeting of July 13, 1967 were approved.

Mr. Edmunds read a letter concerning insurance bond requirements from Fred S. James & Company.

Dr. Ford informed the Board that Mr. George Whitney, General Studies Chairman, has resigned to take a position as Supervisor of Social Sciences with the State Office of Education.

Reports were made on the following items:

- a. Tacoma Community College Foundation
- b. Friends of the Tacoma Community College Library
- c. Contract Proposals
 - (1) Honeywell, Inc.

Mr. Hatfield moved that Honeywell, Inc. be contracted to take care of the Honeywell equipment at the college for one year in accordance with the proposal which the company has made. The motion carried.

- (2) Szabo Food Service

Mr. Binns moved that the president be authorized to negotiate a contract with Szabo Food Service subject to Board approval in the final form. The motion carried.

- d. Fall Enrollment Projections
- e. Proposed Application for Capital Funds
- f. Landscaping Matters
- g. New Appointment (Supervisor of Buildings and Grounds)
- h. Tacoma Community College Association

(Mr. Binns moved that the Cooperative Board-Certificated Personnel Relations Agreement be ratified and that the proper officers be given the authority to sign on behalf of the Board of Trustees. The motion carried.)

(Mr. Binns moved that the Bylaws be adopted as corrected. The motion carried.)

(Mr. Hatfield moved that the responsibility factor for division and department chairmen and the athletic director be adopted. The motion carried.)

(Mr. Hatfield moved that the bonding matter be referred to the administration for recommendation as to which insurance agency the college should select. The motion carried.)

The next meeting of the Board of Trustees will be held on August 24, 1967 at 3 p.m. in the conference room of the Tacoma Community College administration building.

The meeting adjourned at 4:45 p.m.