

TACOMA COMMUNITY COLLEGE

Meeting of the Board of Trustees

August 31, 1970

3:30 p.m.

Northwest History Room

Revised Agenda

1. Roll call
2. Minutes
3. Correspondence
4. Unfinished business
 - (a) Revised Adult Education Contract with Peninsula School District No. 401 (supplement 4-a) - Mr. Rhule
 - (b) Proposals for campus security (supplement 4-b)
5. New business
 - (a) Equipment bids (supplement 5-a)
 - (b) Supplemental faculty appointments (supplement 5-b) - Mr. Rhule
 - (c) Resolution on portable building for Bookstore (supplement 5-c)
 - (d) Approval of Contract No. F45603-71-C-0012 with McChord Air Force Base (supplement 5-d)
 - (e) Resolution - Dr. Blankenship's contract - Dr. Lathrop (supplement 5-e)
6. Reports
 - (a) TCCA -- Mr. Clarke
 - (b) ASB -- Mr. Sheridan
 - (c) TCCSA -- Mrs. Hildebrand
 - (d) Community Services -- Mr. Rhule
 - (e) Instruction (faculty retreat) - Mrs. Amoroso
 - (f) Student Services -- Dr. Lathrop
 - (g) Administrative Services -- Mr. Van Miegheem
 - (h) Planning (occupational feasibility study) - Dr. Falk
 - (i) Resource Center -- Mrs. Amoroso
 - (j) President's Report
7. Information

TACOMA COMMUNITY COLLEGE

BOARD OF TRUSTEES

Minutes

August 31, 1970

The regular meeting of the Board of Trustees was called to order by Mr. John Binns, Chairman, at 3:30 p.m., August 31, 1970, at Tacoma Community College.

Present: John Binns, Don Anderson, Charles Edmunds, and Thornton Ford, Secretary

Guests: Doreen Amoroso, Richard Falk, Howard Ferguson, Paul Jacobson, Robert Lathrop, Robert Patterson, Robert Rhule, George Van Mieghem, Dale Wirsing, Keith Brightwell, Joe Kosai, Frank Mitchell, Betty J. Morris, Mary Pattee, and Lyle Swedberg

President Ford conferred the President's Medal on Mrs. Betty J. Morris, who received her Associate Degree in June with a grade point average of 3.94.

Minutes of the meeting of July 23, 1970, were approved as submitted.

Unfinished business

Mr. Edmunds moved and Mr. Anderson seconded the following resolution:

RESOLUTION NO. 70-71

WHEREAS, Peninsula School District has modified Section III (indemnification), page 4, of the College District's proposed agreement for adult education and executed the same;

BE IT RESOLVED by a majority of the Board that it accepts the agreement as modified and directs the President to execute the same in behalf of Community College District No. 22.

The motion carried.

Three alternate security plans were discussed, and Plan "C" was explained as the recommended plan of the three. Under Plan "C", the college would have control of the security staff. The officers would be well known by students, faculty, and administration, Mr. Brightwell, campus security officer, said.

The Board asked the Business Department to give consideration to possible insurance savings and to the possibility of charging a parking fee for those visiting the campus.

Mr. Edmunds moved and Mr. Anderson seconded that the college proceed on Plan "C" and authorize the administration to employ additional security officers as monies are available. The motion carried.

New business

Mr. Edmunds moved and Mr. Anderson seconded that the Board accept the bids as recommended by the administration and the purchasing department for the athletic supplies. The motion carried.

Mr. Edmunds moved and Mr. Anderson seconded that the Board accept the bid from Remington for seven electric typewriters. The motion carried.

Mr. Anderson moved and Mr. Edmunds seconded that the Board approve the bid from Royal for twenty-one manual typewriters. The motion carried.

At Mr. Van Mieghem's request, acting upon the bids for the three electric calculators by the Board was deferred until a later date.

Mr. Anderson moved and Mr. Edmunds seconded that the Board approve the low bid from Royal for one electric adding machine. The motion carried.

Mr. Anderson moved and Mr. Edmunds seconded that the Board approve the bid from General Binding Corporation for a color photo I.D. System. The motion carried.

Mr. Edmunds moved and Mr. Anderson seconded that the Board accept the low bid from Northwest Interiors for carpeting to be installed in the lounge area of the new faculty building. The motion carried.

Mr. Edmunds moved and Mr. Anderson seconded that the Board approve the three lists of supplementary faculty for the Community Services program. The motion carried.

After considerable discussion concerning a portable for the Bookstore, Mr. Binns moved and Mr. Edmunds seconded that the Board authorize call for bids for such a building for either rental or purchase with the approval of the State Board for Community College Education. The motion carried.

Mr. Edmunds moved and Mr. Anderson seconded to approve Contract No. F45603-71-C-0012 with McChord Air Force Base for the period from 1 September 1970 through 31 August 1971 and authorize Dr. Ford to sign it for Tacoma Community College. The motion carried.

Mr. Edmunds moved and Mr. Anderson seconded that the following resolution be approved:

RESOLUTION NO. 70-72

BE IT RESOLVED by a majority of the Board that the President is directed to execute, in behalf of the District, the attached consultant contract with Dr. Blankenship for the period of September 15, 1970, through June 15, 1971, at the revised rate of one hundred fifty dollars per month.

The motion carried.

Reports

Mrs. Amoroso extended an invitation to the Board to attend any or all of the faculty retreat to be held at Crystal Mountain on September 24 and 25.

Student Services--Dr. Lathrop

- Presented a report prepared by Records Officer Joe Kosai indicating that applications for the Fall Quarter shows an increase over last year but advance tuition payments show a decrease.

Administrative Services--Mr. Van Mieghem reported on:

- Employment Security Program
- Budget Request for 1971-73

Lyle Swedberg reported on the following progress:

- Maintenance Building - foundation laid
- Addition to Science Building - foundation prepared
- Resource Center - two elevators and additional library stacks under way
- Faculty Office Building - a wall board and shingles being installed

Planning--Dr. Falk

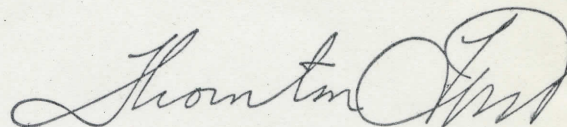
- Presented a status report on development of occupational programs

President's Report--Dr. Ford reported on:

- Intercollegiate athletics
- Finance Committee Meeting - Prioritizing capital projects
- Arthur D. Little - Long-range planning

The next meeting of the Board of Trustees will be held on September 24, 1970, at 3:30 p.m.

The meeting adjourned at 5:20 p.m.



Thornton M. Ford, Secretary

Tacoma Community College
Meeting of the Board of Trustees
August 27, 1970

WHEREAS, Peninsula School District has modified Section III (indemnification), page 4, of the College District's proposed agreement for adult education and executed the same;

BE IT RESOLVED by a majority of the Board that it accepts the agreement as modified and directs the President to execute the same in behalf of Community College District No. 22.

III. INDEMNIFICATION

School shall perform all services as an independent contractor and it shall not be considered as an agent or agency of College or of any of its departments, divisions or employees.

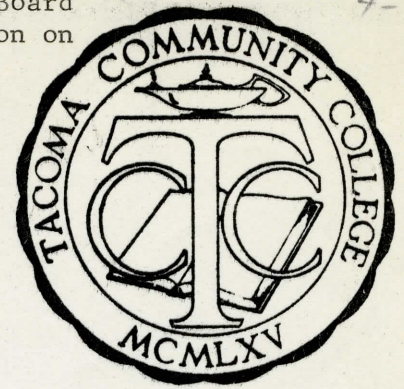
~~Any and all claims that might arise under the workmen's compensation act on behalf of School, its agents and employees while engaged in the performance of the duties and services contemplated and.~~ Any and all claims that might be made by any third party as a result of any act or failure to act on the part of School, shall be School's sole obligation and School shall indemnify College and hold it harmless from any liability for any such act or failure to act.

CP/M
12/15

Deleted Section

Any and all claims that might arise under the workmen's compensation act on behalf of School, its agents and employees while engaged in the performance of the duties and services contemplated.

Tacoma Community College



MEMORANDUM

Date:

To: Board of Trustees and Administration

From: Keith Brightwell

Subject: PROPOSAL FOR CAMPUS SECURITY

INTRODUCTION

Since my employment as Director of Security at Tacoma Community College, I have heard of a number of incidents and problems that have occurred on campus. The practice of hiring a uniform patrol agency has not proved successful. In fact, it has added to and been the cause of student unrest.

I recommend that the security officers working the campus during school hours dress in plain clothes (i.e. suit, shirt, and tie). Officers working hours when students are not on campus should be uniformed, armed, and readily identified with the college. All officers will be commissioned special police with the Tacoma Police Department. Close liaison will be maintained with the Tacoma Police Department and assistance will be given in planning and executing riot control should this become necessary. It is security's goal to protect the personal property and physical safety of the student body, faculty, and staff.

In checking with the Tacoma Police Department, it was found that 487 separate acts of vandalism, arson, and burglary had been reported by Tacoma City Schools from July 1969 to July 1970.

It is apparent that campus demonstrations are not as innocent as many are led to believe. There is a great deal of expertise and professionalism in subversive and revolutionary actions by the college student conducting a riot. The widespread publicity regarding the expected student demonstrations this coming year places a demand on the student to comply.

With the demonstrations becoming more sophisticated and well planned, so must security. In the following outline, I have set forth minimum amount of men and equipment needed to give 24-hour security coverage to a 6-million dollar investment by the State of Washington.

Plan "C" is my recommendation to the Board of Trustees for the security of Tacoma Community College. Plans "A" and "B" are included in this proposal for comparison.

Campus Security
Plan "C"

Utilizing the college security staff and increasing it by the hiring of three additional security officers. With this plan all days off, holidays and vacations, would be covered by our own staff. In addition, during the fall, winter and spring quarter there would be two security officers on duty from 10:30 a.m. until 7:00 p.m. Tuesday through Friday. With this plan there would be no additional expense during registration period.

With this plan the community events such as the Bridge Club and Opera Society would not be required to hire security to open and close a building

In case of emergency this five man staff could be on campus day or night with a minimum amount of notification.

The security staff would be under the immediate control of the college. They would be trained by the security director with the college policy and goals in mind.

The security staff would be permanent and would know and be known by the student body, faculty, and administration.

The approximate cost of three additional security officers	\$18,000
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WORK STUDY STUDENT'S PROGRAM

There will be a need for approximately ten student workers to assist in parking and traffic control. This would place a parking lot attendant in each of the major lots to expedite the flow of traffic and enforce the college parking rules during the peak hours. The parking control staff should be uniformed as follows:

- A) a dark blue, winter weight, nylon jacket with the school emblem worn on each shoulder
- B) a uniform cap frame with a washable white cover. The school emblem would be used instead of the normal cap piece.
- C) Rain gear would be a clear plastic jacket, pants, and cap cover. This would allow the uniform to be seen and identified.

APPROXIMATE COSTS

Jackets	\$20.00 each	\$240.00
Cap and Cap Covers	10.00 each	120.00
Rain Gear	10.45 each	125.40
TCC Shoulder Patches	"50"	25.00
		<hr/>
Total Cost of Uniforms		\$510.40

WORK STUDY STUDENTS

30 hrs. per day
5 days per week
33 weeks per year @ \$ 1.60 per hour \$7920.00

Total Cost of Work Study Student Program \$8430.40

Silent Alarm System

An intrusion alarm system is needed on all buildings. This system could remain simplified as there are few windows large enough to give access to or remove property from buildings. With the number of master keys in existence, it is felt that if an entry is made it will be through a door by key. This is where the alarm system should concentrate. The Business Office, Presidents Office and the Dean of Students Office should have a "panic" button connected into the system for instant notification to security of an emergency.

This system would be a "silent alarm" being monitored by a security officer. In the security office, the panel or monitor should have a light and buzzer indicating an intrusion, the building number and the door number. In addition, this monitor should broadcast a tone which could be received on the security officer's radio unit while on campus.

The monitor would have a separate series of lights and a buzzer enabling the security officer to monitor fire alarms and know the building involved. The security officer could prepare an entry to the building location for the emergency equipment.

Utilizing telephone cable that is in the buildings now and hooking into the fire alarm system, the approximate cost of the alarm system would be \$2,000.

COMMUNICATIONS

BASE STATION

A two-channel base station is needed to augment our communication system which consists of four portable transceivers. With our present equipment, the only outside agency that can be reached by radio is Fircrest Public Utilities. This radio is monitored from 8:00 a.m. to 5:00 p.m. weekends excluded. The base station would place another portable unit in the field and allow us direct radio communication with the Tacoma Police and Fire Departments. Used equipment should be utilized, as both departments intend to change frequencies in 1972, and new equipment would have to be purchased.

Direct contact with emergency agencies would give added speed to their response, and communications could be kept open if it were determined the assistance was not needed. Rescue service for sick and injured would be immediate by-passing telephone operators.

The cost figure is for new equipment which will be needed in approximately two years.

Motorola Consolette	State Price	\$760.00
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Campus Security
Plan A

Utilizing the college security staff and the hiring of additional security from Cascade Pacific Security Company, the following plan shows additional cost and man hours required annually for 24 hour security coverage of the college. This plan does not cover the holidays or annual vacation of the security director and his assistant.

- A. The security director and his assistant will cover Monday through Friday from 6:30 a.m. until 10:30 p.m.
- B. The uniformed security officer will cover Monday through Friday from 10:30 p.m. until 6:30 a.m.
2088 man hours @ \$2.96 per hour \$6180.48
- C. A uniformed security officer will cover Saturday and Sunday from 6:30 a.m. Saturday until 6:30 a.m. Monday, for a total of 52 weekends.
2496 man hours @ \$2.96 per hour \$7388.16
- D. A uniformed officer is required for 11 days annually for registration from 8:00 a.m. until 5:00 p.m. and two days from 6:00 p.m. until 9:00 p.m.
94 man hours @ \$2.96 per hour \$ 278.24
- E. A uniformed officer is required for the bookstore for 11 days annually for registration from 8:00 a.m. until 5:00 p.m. and two days from 6:00 p.m. until 9:00 p.m.
94 man hours @ 2.96 per hour \$ 278.24
- Total Cost of Additional Security Officers \$14,125.12

Campus Security
Plan B

Utilizing the college security staff, the custodian staff, and the hiring of additional security from Cascade Pacific Security Company. The following plan shows additional cost and man hours required annually for 24 hour security coverage of the college. This plan does not cover the holidays or annual vacation of security director and his assistant.

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|----|--|-----------|
| A. | The security director and his assistant will cover Monday through Friday from 6:30 a.m. until 10:30 p.m. | |
| B. | The lead custodian and his staff will cover Monday through Friday from 10:30 p.m. until 6:30 a.m. September 28 through June 11. | |
| C. | A uniformed security officer will cover Monday through Friday from 10:30 p.m. until 6:30 a.m. June 11 through September 27.
600 man hours @ \$2.96 per hour | \$1776.00 |
| D. | Uniformed security officers are required from 6:30 a.m. Saturday through 6:30 a.m. Monday, for a total of 52 weekends.
2496 man hours @ \$2.96 per hour | \$7388.16 |
| | Total Cost | \$9164.16 |
| E. | Additional security for the bookstore and registration is required 11 days annually.
188 man hours @ \$2.96 per hour | \$ 556.48 |
| | Grand Total for Additional Security Officers | \$9720.64 |

INVITATION TO BID

Return To

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

THIS IS NOT AN ORDER

August 18, 1970
DATE

Please bid net prices at which you will agree to furnish any or all of the following articles, F.O.B. destination shown below and on pages 1-3. To receive consideration, bids must be made on this form and signed in full. Prices must be based on our units extended and totalled. Delivery guarantee must be filled in. Tacoma Community College reserves the right to accept or reject bids on each item separately or as a whole, to reject any or all bids, waive informalities and to contract as the best interests of Tacoma Community College may require. Bids are subject to, but not limited to, the invitation to bid, request for quotations and specifications and plans, and the standard terms and conditions contained on the reverse side hereof. All erasures and changes shall be initialed.

Item No.	Prices F. O. B. Destination Description	Bidder Must Enter All Extensions and Totals			
		Quantity	Unit	Unit Price	Amount
1	SHUTTLECOCKS (NYLON-INDOOR)	5	Doz.		
2	TENNIS BALLS (WILSON HD)	12	Doz.		
3	BASKETBALLS (MCGREGOR XIOL or EQUIVALENT)	18	Ea.		
4	SOFTBALLS (RUBBER VOIT)	6	Ea.		
5	SCORE BOOKS -BASKETBALL	7	Ea.		
6	BALLOONS-MEDIUM	10	Doz.		
7	ARROWS (CEDAR PRACTICE 29")	2	Gr.		
8	ARROW POINTS 5/16"	3	Doz.		
9	BOW STRINGS (DOUBLE LOOPED 25-34 Lbs.-6 ea. 35-44 Lbs.-6 ea.)	12	Ea.		
10	TARGET FACE PINS	4	Cards		
11	TARGET FACES (SKIRTED) 48"	1	Gr.		
12	VOLLEY BALLS (RUBBER VOIT)	6	Ea.		
13	STOP WATCH 1/10SEC.	1	Ea.		
14	WHISTLES, METAL	10	Ea.		

PLEASE ENTER COMPANY NAME AND ADDRESS BELOW

TOTAL

Address

Mark Your Bid Envelope

Business Office

Tacoma Community College

5900 So. 12th, Tacoma, Wash.

8/28/70 Bid Opens at 2:00 P.M.

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

To the Tacoma Community College:

Date _____ 19 _____

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

Signature _____

Title _____

STANDARD TERMS AND CONDITIONS

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

(1) No alteration in any of the terms, conditions, delivery, price, quality, quantities or specifications will be effective without prior written consent of TCC.

(2) No charges will be allowed for handling which includes, but is not limited to, packing, wrapping, bags, containers or reels, unless otherwise stated herein.

(3) No exception to delivery dates shall be allowed unless prior written approval is first obtained from TCC. TCC reserves the right to cancel any undelivered portion of this order.

(4) Time of delivery is of the essence and TCC reserves the right to cancel any undelivered portion of this order for failure by the vendor to deliver on time. Vendor assumes responsibility of delay notwithstanding the cause.

(5) All payments to the vendor shall be remitted by mail. TCC shall not honor drafts, nor accept goods on a sight draft basis. Furthermore, the provisions or monies due under this contract shall not be assignable.

(6) SHIPPING INSTRUCTIONS: Unless otherwise specified, all goods are to be shipped prepaid, FOB destination. Where specific authorization is granted to ship goods FOB shipping point, vendor agrees to prepay all shipping charges, route cheapest common carrier, and to bill TCC as a separate item on the invoice for said charges, less federal transportation tax. Each invoice for shipping charges shall contain the original or a copy of the bill indicating that the payment for shipping has been made. It is also agreed that TCC reserves the right to refuse to accept any COD shipment.

(7) All goods or materials purchased herein are subject to the approval by TCC. Any rejections of goods or materials, whether held by TCC or returned, will be at the vendor's risk and expense.

(8) All invoices, packing lists, packages, shipping notices, instruction manuals, and any other written document affecting this contract shall contain the applicable purchase order number. Packing lists shall be enclosed in each and every box or package shipped pursuant to this contract indicating the content therein.

(9) The vendor agrees to protect TCC against all claims, suits, or proceedings for patent, trademark, copyright, or franchise infringement arising from the purchase, installation or use of the goods and materials purchased herein. The vendor further agrees to assume all expenses and damages arising from such claims, suits, or proceedings.

(10) Vendor agrees that the waiver, acceptance, or failure by TCC to enforce any provisions, terms, or conditions of this contract shall not operate or be construed as a waiver of prior or subsequent breaches or the right of TCC to thereafter enforce such provisions.

(11) The vendor warrants all articles supplied under this contract to conform to specifications herein, to be fit and sufficient for the purposes manufactured, merchantable, of good material and workmanship, and free from defects.

(12) In the event that TCC is entitled to a cash discount, the period of computation shall commence on the date of delivery, or receipt of correctly completed vouchers, whichever is later. If an adjustment in payment is necessary due to damage, the cash discount period shall commence on the date final approval for payment is authorized.

(13) Unless otherwise indicated, TCC agrees to pay all state of Washington sales tax. No charges shall be made for the Federal excise and transportation taxes and TCC agrees to furnish vendor upon request with an exemption certificate.

(14) Vendor warrants and represents that all the goods and material contained herein are free and clear of all liens, claims or encumbrances of any kind whatsoever.

(15) Vendor agrees to bear all risks of loss, injury or destruction of goods and materials contained herein which occur prior to delivery and such loss, injury or destruction shall not release vendor from any obligation hereunder.

(16) The vendor agrees not to discriminate against any client, employee or applicant for employment or for services, because of race, creed, color, national origin, sex or age with regard to, but not limited to, the following: Employment upgrading, demotion or transfer; Recruitment or recruitment advertising; Layoffs or termination; Rates of pay or other forms of compensation; Selection for training; Rendition of services. It is further understood that any vendor who is in violation of this clause shall be barred forthwith from receiving awards of any purchase order from TCC, unless a satisfactory showing is made that discriminatory practices have terminated and that a recurrence of such acts is unlikely.

(17) All prices are to be included herein.

(18) In the event of a breach by the vendor of any of the provisions of this contract, TCC reserves the right to cancel and terminate this contract forthwith upon giving oral or written notice to the vendor.

(19) When special brands are named it shall be construed solely for the purpose of indicating the standards of quality, performance or use desired. Brands of equal quality, performance and use shall be considered, except as noted, provided vendor specifies the brand, model and submits descriptive literature, when available. Any bid containing a brand which is not of equal quality, performance, or use specified must be represented as an alternate and not as an equal, and failure to do so shall be sufficient reason to disregard the bid.

(20) Vendor covenants and agrees that in the event suit is instituted by the buyer for any default on the part of the Vendor, he shall pay to the buyer all costs, expenses expended or incurred by the buyer in connection therewith, and reasonable attorneys' fees.

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

2 of bid for ATHLETIC SUPPLIES

Item No.	Description	BIDDER MUST ENTER ALL EXTENSIONS AND TOTALS			
		Quantity	Unit	Unit Price	Amount
15	BADMINTON NETS	4	Ea.		
16	FINGER TABS -LEATHER ARCHERY	3	Doz.		
17	GOLF IRONS (# 7 IRON)	1	Doz.		
18	BADMINTON RACKETS	1	DOZ.		
19	FENCING GLOVES	18	Pr.		
20	POMMELS, HANDLES, GUARDS	1	Doz.		
21	HEAVY PUNCHING BAG (CANVAS)	1	Ea.		
22	TAPE MEASURES (CLOTH)	1	Doz.		
23	HULA HOOPS	2	Doz.		
4	BOUNCE BALLS 8"	2	Doz.		
25	TARGET STANDS (METAL WITH WHEELS)	6	Ea.		
26	TARGET BUTTS, BEST QUALITY	4	Ea.		
✓27	UNEVEN PARALLEL BARS (NISSEN NO. 610)	1	Ea.		
28	SPOTTING BELTS (NISSEN)	2	Ea.		
✓29	VAULTING HORSE (NISSEN NO. 235 WC)	1	Ea.		
✓30	BALANCE BEAM (NISSEN NO. 447)	1	Ea.		
31	#10 SUPPORTERS 3/S-10/M-2/L	15	Doz.		
33	KNEE PADS	2	Ea.		
34	PLASTIC HANGERS W/CLIPS	3	Doz.		
35	SWEAT SOX, BLEACHED WHITE," 15 Ea. Size 12 12 Ea. Size 13 2 Ea. Size 14 Nelson or Equivalent.	29	Dox.		
36	CROSS COUNTRY SHOES(FITTED TO EACH ATHLETE AS NEEDED)	10	Pr.		
37	J & J COACHES TAPE 1½"	12	Cse		
38	VITAMIN C TABLETS	2	M		
39	12 OZ. TUFF SKIN	12	Ea.		
40	1 QT. TUFF SKIN	1	Ea.		
41	5 LB. CRAMERGESIC	1	Ea.		
TOTAL					

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

Page 3 of bid for ATHLETIC SUPPLIES

Item No.	Description	BIDDER MUST ENTER ALL EXTENSIONS AND TOTALS			
		Quantity	Unit	Unit Price	Amount
42	2" ACE BANDAGES	12	Ea.		
43	12 OZ. COLD SPRAY	6	Ea.		
44	DEXTRO TABS	1	M		
45	CRAMEROL	2	Roll		
46	3/4" BANDAID STRIPS	2	C		
47	FOAM RUBBER ASST.	2	Box		
48	9" x 36" FELT	1	Box		
49	3 OZ. STRAWBERRY OINTMENT	2	Ea.		
50	ISOQUIN 1QT.	1	Qt.		
51	12 OZ. NITROTAN	2	Ea.		
52	1 LB. JAR FIRM GRIP	1	Ea.		
53	BUTTERFLY TABLETS	1	C		
54	1 Lb. SKIN LUBE	1	Ea.		
55	VASOLINE	1	Ea.		
56	3 Oz. RED HOT OINTMENT	1	Tube		
57	16 oz. PHYSOHEX	1	Ea.		
58	Murine	1	Ea.		
59	Squeeze Bottles	3	Ea.		
TOTAL					

BID INVITATION - ATHLETIC SUPPLIES

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

#	<u>ITEM</u>	<u>HOWELL</u>	<u>SCOTT'S</u>	<u>WASH. ATHLETIC EQUIP.</u>
1	SHUTTLECOCKS (NYLON- INDOOR)	\$16.25	<u>\$14.75</u>	NO BID
2	TENNIS BALLS (WILSON HD)	<u>94.80</u>	99.00	"
3	BASKET BALLS	441.00	<u>405.00</u>	"
4	SOFTBALLS	<u>9.00</u>	11.70	"
5	SCORE BOOKS-BASKETBALLS	10.15	<u>9.80</u>	"
6	BALLOONS-MEDIUM	NO BID	NO BID	"
7	ARROWS	120.00	<u>99.00</u>	"
8	ARROW POINTS	1.80	<u>1.50</u>	"
9	BOW STRINGS	13.80	<u>12.00</u>	"
0	TARGET FACE PINS	<u>2.40</u>	18.00	"
11	TARGET FACES	<u>403.20</u>	492.00-Oil Cloth 504.00-Toughenized	
12	VOLLEY BALLS	<u>34.50</u>	45.00	"
13	STOP WATCH	<u>12.75</u>	21.95	"
14	WHISTLES, METAL	6.50	<u>6.00</u>	"
15	BADMINTON NETS	<u>30.40</u>	34.00	"
16	FINGER TABS	<u>18.00</u>	28.80	"
17	GOLF IRONS	<u>57.00</u>	72.00	"
18	BADMINTON RACKETS	<u>31.80</u>	48.00	"
19	FENCING GLOVES	<u>100.00</u>	NO BID	"
20	POMMELS, HANDLES, GUARDS	<u>46.20</u>	NO BID	"
21	HEAVY PUNCHING BAG	36.50	<u>30.00</u>	"
22	TAPE MEASURES	NO BID	56.40	"
23	HULA HOOPS	<u>31.50</u>	NO BID	"

BID INVITATION - ATHLETIC SUPPLIES

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

PAGE - 2

#	<u>ITEM</u>	<u>HOWELL</u>	<u>SCOTT'S</u>	<u>WASH. ATHL. EQUIP.</u>
24	BOUNCE BALLS	<u>\$ 60.00</u>	\$ 66.00	NO BID
25	TARGET STANDS	150.00	<u>113.70</u>	"
26	TARGET BUTTS	105.80	<u>99.80</u>	"
27	UNEVEN PARALLEL BARS	765.00	<u>700.00</u>	\$750.00
28	SPOTTING BELTS	<u>44.00</u>	170.00	18.00-36.00
29	VAULTING HORSE	380.00	530.00 (A.M. SIDE HORSE) <u>350.00</u> (VAULTING BUCK)	335.00
30	BALANCE BEAM	453.00	<u>375.00</u>	473.00
31	#10 SUPPORTERS	<u>127.50</u>	142.50	NO BID
33	KNEE PADS	<u>2.50</u>	2.50-Basketball 4.25-Wrestling	
34	PLASTIC HANGERS	NO BID	NO BID	
35	SWEAT BOX	<u>203.00</u>	246.50	NO BID
36	CROSS COUNTRY SHOES	<u>129.50</u> 179.50	129.50	"
37	J & J COACHES TAPE	410.40	<u>203.40</u>	"
38	VITAMIN C TABLETS	27.10	<u>27.00</u>	"
39	12 OZ. TUFF SKIN	<u>21.60</u>	22.80	"
40	1 QT TUFF SKIN	<u>3.90</u>	4.75	"
41	5 LB. CRAMERGESIC	<u>12.00</u>	12.50	"
42	2 IN. ACE BANDAGES	7.20	<u>6.40</u> 9.25	"
43	12 OZ. COLD SPRAY	<u>9.60</u>	10.50	"

BID INVITATION - ATHLETIC SUPPLIES

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

PAGE - 3

#	ITEM	<u>HOWELL</u>	<u>SCOTT'S</u>	<u>WASH. ATHL. EQUIP.</u>
44	DEXTRO TABS	<u>\$ 6.60</u>	\$ 7.50	NO BID
45	CRAMEROL	<u>7.50</u>	9.50	"
46	3/4" BANDAID STRIPS	<u>2.15</u>	1.25 2.50	"
47	FOAM RUBBER ASST.	<u>6.70</u>	7.50	"
48	9" X 36" FELT	<u>6.25</u>	6.95	"
49	3 OZ. STRAWBERRY OINTMENT	<u>2.60</u>	3.30	"
50	ISOQUIN 1 QT.	<u>2.00</u>	2.50	"
51	12 OZ. NITROTAN	<u>3.60</u>	4.00	"
52	1 LB. JAR FIRM GRIP	<u>2.65</u>	3.25	"
53	BUTTERFLY TABLETS	<u>1.70</u>	2.25	"
54	1 LB. SKIN LUBE	<u>1.70</u>	2.25	"
55	VASOLINE	<u>1.00</u>	1.00	"
56	3 OZ. RED HOT OINTMENT	<u>1.40</u>	1.70	"
57	15 OZ. PHYSOHEX	<u>2.50</u>	NO BID	"
58	MURINE	<u>.65</u>	NO BID	"
59	SQUEEZE BOTTLES	<u>4.05</u>	4.95	"

TOTAL.....4,484.40

2% DISCOUNT 30 DAYS

LOW BIDS MEETING SPECIFICATIONS INDICATED BY _____
RECOMMENDED.

GEORGE VAN MIEGHEM
DEAN OF ADMIN. SERVICE

BID INVITATION - ATHLETIC SUPPLIES

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

PAGE - 4

BIDS NOT RETURNED:

ATHLETIC SUPPLY CO.
BILL HATCH SPORTING GOODS
NORDBY SUPPLY CO.
ERNIE ROSE SPORTING EQUIPMENT
WILSON SPORTING GOODS

BIDS RETURNED "NO BID":

WASHINGTON HARDWARE COMPANY

AWARDS:

HOWELL'S: ITEMS 2,4,10,11,12,13,15-20,23,24,28,31,33,35,36,
39-41, 43-59.

TOTAL COST: \$1,539.90

SCOTT'S: ITEMS 1,3,5,7-9,14,21,25-27,29,30,37,38,42.

TOTAL COST: \$2453,35

INVITATION TO BID

Return To

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

THIS IS NOT AN ORDER

June 19, 1970

DATE

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

Item No.	Prices F. O. B.	Destination	Bidder Must Enter All Extensions and Totals			
			Quantity	Unit	Unit Price	Amount
	Description					
1	<u>TYPEWRITERS, ELECTRIC</u>		9	ea.		
	Required Features:					
	13" Carriage, Minimum.					
	Carbon Ribbon					
	Half spacing between line & letters.					
	Automatic Repeat of some keys.					
	Impression & touch control.					
	Power carriage return					
	Bid following:					
	IBM Model "D"					
	Olympia 50 DR					
	Adler "21D"					
	Royal "970"					
	Remington "25"					
	Underwood Olivetti Editor II					
2	<u>TYPEWRITERS, MANUAL</u>		21	ea.		
	Minimum specifications.					
	11" Carriage					
	Must be suitable for classroom instruction.					

PLEASE ENTER COMPANY NAME AND ADDRESS BELOW

TOTAL

Address

Mark Your Bid Envelope
Business Office
Tacoma Community College
5900 So. 12th, Tacoma, Wash.

Bid Opens at

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

To the Tacoma Community College:

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

Date _____ 19 _____

Signature _____

Title _____

STANDARD TERMS AND CONDITIONS

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

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

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

Page 2 of bid for TYPEWRITERS

Item No.	Description	BIDDER MUST ENTER ALL EXTENSIONS AND TOTALS			
		Quantity	Unit	Unit Price	Amount
3	<u>CALCULATORS, ELECTRIC</u> 10 Key automatic printing 13 List, 14 total Grand Total	3	ea.		
4	<u>ADDING MACHINE, ELECTRIC</u> 10 Key, Printing. 8 list, 9 total. Credit balance.	1	ea.		
TOTAL					

BID INVITATION-TYPEWRITERS

OPENING 6/24/70 - 2:00 P.M.

<u>VENDOR</u>	<u>TYPEWRITERS, ELEC., 9 EA.</u>		<u>TYPEWRITERS, MANUAL 21 EA.</u>		<u>CALCULATORS, ELECTRIC 3 EA.</u>		<u>ADDING MACHINE, ELECTRIC 1 EA.</u>	
1. ROYAL	\$367.50	\$3307.50	<u>\$119.50</u>	<u>\$2509.50</u>		N/B	<u>\$94.95</u>	<u>\$94.95</u>
	(ROYAL MOD. 970-13")		(ROYAL MOD 440-11")				(ROYAL)	
2. H.D. BAKER	\$360.00	\$3240.00	\$139.50	\$2929.50	\$585.00	\$1755.00	\$144.07	\$144.07
	(ADLER MOD. 21D - 13")		(ADLER UNIVERSAL 200-13")		(VICTOR 10-871)		(VICTOR 17-83-84)	
							\$118.57	\$118.57
							(VICTOR 7-83-54)	
3. MONROE INTERNATIONAL		N/B		N/B	<u>\$495.00</u>	<u>\$1485.00</u>	\$155.00	\$155.00
					(MONROE MOD. 570E)		(MOD. 145E)	
4. UNITED OFFICE EQUIP.	\$220.00	\$1980.00	\$107.00	\$2247.00	\$460.00	\$1380.00	\$115.00	\$115.00
	(OLIVETTI UNDERWOOD EDITOR II)		(OLIV. UNDER. LINEA 88)		(OLIV. UNDER. D-24 GT)		(OLIV. UNDER. QUANTA 20)	
5. ALLIED BUS. MACHINES	\$407.40	\$3666.60	\$154.00	\$3234.00	\$382.50	\$1147.50	\$161.60	\$161.60
	(1-9 OLYMPIA MOD 50 DR)		(OLY. SG3N)		(OLY. MOD. RAS 4/12)		(OLY. MOD. AE-11)	
	\$388.00	\$3492.00					\$139.50	\$139.50
	(10-49 OLYMPIA MOD 50 DR)						(OLY. MOD. AE-8)	
6. IBM	\$425.00	\$3825.00		N/B		N/B		N/B
	(IBM MOD. D-17")							
	\$395.00	\$3555.00						
	(IBM MOD. D-13")							
	\$420.00	\$3780.00						
	(IBM SELECTRIC -13")							
	\$440.00	\$3960.00						
	(IBM SELECTRIC -15½")							
7. REMINGTON	<u>\$295.00</u>	<u>\$2655.00</u>	\$125.00	\$2625.00	\$483.55	\$1450.65	\$149.63	\$149.63
	(REMINGTON MOD. 26)		(REMINGTON MOD. 24)		(MOD. 99-140 REMINGTON)		(REMINGTON MOD. 211)	

RECOMMENDATIONS:

ITEM 1-(Requirements Changed to 7 Machines): We recommend that the awards be made to Remington which is lowest bid meeting specifications. The low bid, Olivetti is too light of a machine for our uses.

ITEM 2-We recommend the Royal manuals as meeting specifications. The Linea 88 which was lowest bid is not of sufficient quality for classroom use.

ITEM 3-We recommend the Monroe based on past experience. This machine usually sells for \$650.00 to \$700.00.
The Olivetti is too noisy.
The Olympia does not have grand total capacity.
The Remington is an old fashioned cumbersome machine.

ITEM 4-We recommend the Royal as being adequate for our use.

LOW BID MEETING SPECIFICATIONS INDICATED BY _____ RECOMMENDED.

GEORGE VAN MIEGHEM
DEAN OF ADMINISTRATIVE SERVICES

AWARDS

ROYAL.....	\$2604.45.....	ITEMS 2 & 4
MONROE.....	<u>\$1485.00</u>	ITEM 3
REMINGTON.....	<u>\$2655.00</u>	ITEM 1

INVITATION TO BID

Return To

Tacoma Community College, Business Office
5000 So. 12th Street, Tacoma, Washington 98465

THIS IS NOT AN ORDER

July 15, 1970

DATE

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

Item No.	Prices F. O. B. Description	Bidder Must Enter All Extensions and Totals		
		Quantity	Unit	Unit Price Amount
1	<p><u>COLOR PHOTO ID SYSTEM</u></p> <p>System must be of modular design with simple operation and a highly tamper proof lamination.</p> <p>Must be a high volume operation equal to the Polaroid ID-2 system which is specified.</p>	1	ea.	

PLEASE ENTER COMPANY NAME AND ADDRESS BELOW

TOTAL

Address

Mark Your Bid Envelope
Business Office
Tacoma Community College
5900 So. 12th, Tacoma, Wash.

2:00 Bid Opens at 7/28/70

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

To the Tacoma Community College:

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

Date _____ 19____

Signature _____

Title _____

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

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

COLOR PHOTO I.D. SYSTEM
BID OPENING 7/28/70-2:00 P.M.

POLAROID CORP.

TRECK PHOTO.

GENERAL
BUILDING CORP.

IDENTIFICATION
DEVELOP. CORP.

\$1,700.00 - CAMERA
350.00 - LAMINATOR
250.00 - TIMER
450.00 - CUTTER
250.00 - POUCH-SEALER

\$1,875.00

\$2,370.00

\$1,435.00 - CAMERA
180.00 - TIMER
630.00 - CUTTER
450.00 - LAMINATOR

\$3,000.00 - TOTAL

\$2,695.00 - TOTAL

DELIVERY - 7 DAYS

DELIVERY - 10 DAYS

DELIVERY - 30 DAYS

DELIVERY - 21 DAYS

LOWEST BID MEETING SPECIFICATIONS INDICATED BY _____ RECOMMENDED.

GEORGE MAN MIEGHEM
DEAN OF ADMINISTRATIVE SERVICES

BIDS RETURNED "NO BID":

DEK PROCESS

BIDS NOT RETURNED:

AVANT INC.
C-K LABS
ELECTO PHOTO SYSTEM
NOBI'S PHOTO SUPPLY
PLASTICMASTER-BID RETURNED
AFTER BID OPENING

WE RECOMMEND GENERAL BINDING CORPORATION BE AWARDED THIS BID. GENERAL BINDINGS SYSTEM IS AS EASY TO OPERATE AND PRODUCES TAMPER PROOF CARDS. SERVICE IS LOCAL, OUT OF SEATTLE. THE GENERAL BINDING SYSTEM IS USED BY THE UNIVERSITY OF WASHINGTON.

INVITATION TO BID

Return To

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

THIS IS NOT AN ORDER

August 19, 1970
DATE

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

Item No.	Prices F. O. B. Destination	Bidder Must Enter All Extensions and Totals			
		Quantity	Unit	Unit Price	Amount
1	<p><u>CARPET</u></p> <p>To be installed as per attached specifications, (State of Wash. Wall to Wall Installation) in lounge area of faculty building now under construction.</p> <p>Installation to be completed by September 28, 1970.</p> <p>Lounge area to be carpeted. 38' x 17' (Approx. 70 yds.)</p> <p><u>CONSTRUCTION:</u></p> <p>WEAVE: Woven through the back Velvet (not rubber backed)</p> <p>100% Acrylic 70% Acrylic/30% Modacrylic All Wool*</p> <p>PILE HEIGHT: 250 WIRE: 8-9 PITCH: 216 PLY: 3 YARN FACE WEIGHT: 40 OZ. TOTAL WEIGHT: 72 OZ.</p> <p>*CARPET TO CARRY THE WOOL MARK LABEL FROM THE WOOL BUREAU, INC.</p>	70	yds.		

PLEASE ENTER COMPANY NAME AND ADDRESS BELOW

TOTAL

Address

Mark Your Bid Envelope
Business Office
Tacoma Community College
5900 So. 12th, Tacoma, Wash.
8/26/70 Bid Opens at 2:00 P.M.

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

To the Tacoma Community College:

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

Date _____ 19__

Signature _____

Title _____

STANDARD TERMS AND CONDITIONS

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

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- (8) All invoices, packing lists, packages, shipping notices, instruction manuals, and any other written document affecting this contract shall contain the applicable purchase order number. Packing lists shall be enclosed in each and every box or package shipped pursuant to this contract indicating the content therein.
- (9) The vendor agrees to protect TCC against all claims, suits, or proceedings for patent, trademark, copyright, or franchise infringement arising from the purchase, installation or use of the goods and materials purchased herein. The vendor further agrees to assume all expenses and damages arising from such claims, suits, or proceedings.
- (10) Vendor agrees that the waiver, acceptance, or failure by TCC to enforce any provisions, terms, or conditions of this contract shall not operate or be construed as a waiver of prior or subsequent breaches or the right of TCC to thereafter enforce such provisions.
- (11) The vendor warrants all articles supplied under this contract to conform to specifications herein, to be fit and sufficient for the purposes manufactured, merchantable, of good material and workmanship, and free from defects.
- (12) In the event that TCC is entitled to a cash discount, the period of computation shall commence on the date of delivery, or receipt of correctly completed vouchers, whichever is later. If an adjustment in payment is necessary due to damage, the cash discount period shall commence on the date final approval for payment is authorized.
- (13) Unless otherwise indicated, TCC agrees to pay all state of Washington sales tax. No charges shall be made for the Federal excise and transportation taxes and TCC agrees to furnish vendor upon request with an exemption certificate.
- (14) Vendor warrants and represents that all the goods and material contained herein are free and clear of all liens, claims or encumbrances of any kind whatsoever.
- (15) Vendor agrees to bear all risks of loss, injury or destruction of goods and materials contained herein which occur prior to delivery and such loss, injury or destruction shall not release vendor from any obligation hereunder.
- (16) The vendor agrees not to discriminate against any client, employee or applicant for employment or for services, because of race, creed, color, national origin, sex or age with regard to, but not limited to, the following: Employment upgrading, demotion or transfer; recruitment or recruitment advertising; Layoffs or termination; Rates of pay or other forms of compensation; Selection for training; Rendition of services. It is further understood that any vendor who is in violation of this clause shall be barred forthwith from receiving awards of any purchase order from TCC, unless a satisfactory showing is made that discriminatory practices have terminated and that a recurrence of such acts is unlikely.
- (17) All prices are to be included herein.
- (18) In the event of a breach by the vendor of any of the provisions of this contract, TCC reserves the right to cancel and terminate this contract forthwith upon giving oral or written notice to the vendor.
- (19) When special brands are named it shall be construed solely for the purpose of indicating the standards of quality, performance or use desired. Brands of equal quality, performance and price shall be considered, except as noted, provided vendor specifies the brand, model and submits descriptive literature, when available. Any bid containing a brand which is not of equal quality, performance, or use specified must be represented as an alternate and not as an equal, and failure to do so shall be sufficient reason to disregard the bid.
- (20) Vendor covenants and agrees that in the event suit is instituted by the buyer for any fault on the part of the Vendor, he shall pay to the buyer all costs, expenses expended or incurred by the buyer in connection therewith, and reasonable attorneys' fees.

Tacoma Community College
 Meeting of the Board of Trustees
 August 31, 1970

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

Seichi Adachi, Ed.D.	Psychology
Robert Adams, B.A.	Sociology
Steve Boyles, J.D.	Political Science
Ted Brown, B.A.	Speech
Tim Carlson, M.Ed.	Psychology
Jewel Coubrough, B.S.	Biology
Loni Demarest, M.A.	English
Adele Durkin, M.A.	English
Gene Godderis, J.D.	Law Enforcement
Conrad Graham, M.S.W.	Sociology
James Harnish, M.A.	History
Donald Hildreth, B.A.	English
John Jacobs, M.A.	English
George Jansen, M.Ed.	Psychology
Robert C. Johnson, M.S.W.	Sociology
Viola Johnson, B.A.	Sociology
Daniel J. Nau, M.A.	Psychology
Doris Ripley, B.A.	English
John Robinson, Ph.D.	Philosophy

Joanne Skelley, B.A.	Geology
Jan Stonestreet, M.Ed.	Speech
Judy Thurlow, B.A.	English
Kenneth D. Uhrich, M.S.W.	Psychology

RRR/b

Tacoma Community College
Meeting of the Board of Trustees
August 31, 1970

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

Mike Armor	Business
Margaret Backstrom	Music
Jerry Becker	Art
Toby Butler	Music
Michael Coe	English
Kathy Cole	Art
Jolene Emery	Dance
Robert Evans	Architecture
Dannis Flannigan	Music
Robert Ford	Ethnic Studies
Susie Frank	Art
Robert Glueck	Business
Lois Gross	English
Theodore Gulhaugen	Norwegian
Peter Hanson	Sociology
George Harper	Astronomy
Gladys Hemenway	Spanish
Donald Hildreth	English
Mario Iafrate	Business
F. L. Kempton	Seamanship

Richard Keniston	Physical Education
Jane Knight	Franch
Cenobio Macias	Ethnic Studies
Robert Marien	Physical Education
Arthur McKellips	Art
Karin Morris	Art
Richard Mulkey	Photography
Florence Pease	Bridge
Lee Piper	Ethnic Studies
Emmett Platt	Business
Christel Quist	German
Stan Reed	Gourmet Cooking
Richard Rhea	Art
John Slipp	Science
B. F. Sterling	Business
Marge Stockwell	Communications
Phil Stovin	Psychology
Nora Taylor	Art
Gerald Vaughan	Political Science
Isabelle Waite	Home Economics
Fred Warner	Education
David Whisner	Music

RRR/b

Tacoma Community College
Meeting of the Board of Trustees
August 31, 1970

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

Raoul Ancira	Physical Education
Gary Anderson	Art
Mark Armstrong	Music
Steve Aspden	Social Science
Rick Basnaw	Social Science
Hillard Beller	Art
Erling Bergerson	Physical Education
Earl Canary	Art
Cecila Combs	French
Winston Coy	Art
Lewis Cruver	Business Education
Arlene Guinn	Industrial Arts
Carol Hagen	Other
Sarah Hotchkiss	Social Science
Jan Iverson	Business Education
Roger Iverson	Physical Education
Teresa Jensen	Art
Arta Lou	Art
Byron Knapp	Art
James Langhelm	Industrial Arts

Vic Lennon	Art
Betty Melton	Home Economics
Colleen Meser	Other
Eido Normet	Art
Lynne Patterson	Other
Maggie Polwarth	Home Economics
Floyd Schroeder	Industrial Arts
Don Sehmel	Home Economics
Lucy Sharp	Art
Gary Stainbrook	Social Science
Susan Steensland	German
Walter Stephens	Business Education
Phil Stovin	Psychology
Steve Tellari	Drama
Isabelle Waite	Home Economics

RRR/b

Background

The location of a portable building on the west side of Building 6 adjacent to the back door of the Bookstore would alleviate several problems that now face the Bookstore operation. The Bookstore has reached the saturation point in its selling area. Part of the reason is the expanding curriculum, which necessitates greater numbers of textbooks. Bookstore volume has increased from net sales of \$195,439 in the year ended May 26, 1969 to \$222,321 in the year ended May 26, 1970. Storage area is almost nonexistent, and office space is totally inadequate.

Receiving and storage would be moved to the portable building. The area presently used for receiving and storage would be converted to office space and to facilities for postal service and by-back textbooks.

Resolution:

BE IT RESOLVED that the administration be empowered to negotiate with the State Director of Community College Education and other appropriate state agencies to acquire a portable building of approximately 480 square feet, which is needed in order for the Tacoma Community College Bookstore to provide adequate services for a growing number of students. It is understood that the portable building will be consistent in appearance with other buildings on the campus.

Tacoma Community College
Meeting of the Board of Trustees
August 31, 1970

It is recommended that the Board of Trustees approve Contract No. F45603-71-C-0012 with McChord Air Force Base for the period from 1 September 1970 through 31 August 1971 and authorize Dr. Ford to sign it for TCC.

RRR/b

AWARD/CONTRACT

1 5

1. CONTRACT (Proc. Inst. Ident.) NO. P45603-71-C-0012		2. EFFECTIVE DATE 70 Sept 1		3. REQUISITION/PURCHASE REQUEST/PROJECT NO. ESO 71-8 & ESO 71-8.1		4. CERTIFIED FOR NATIONAL DEFENSE UNDER BDSA REG. 2 AND/OR DMS REG. 1. RATING:	
5. ISSUED BY Base Procurement Office P. O. Box 4178 McChord AFB, Washington 98438				6. ADMINISTERED BY (If other than block 5)		7. DELIVERY FOB DESTINATION <input checked="" type="checkbox"/> NATION <input type="checkbox"/> OTHER (See below)	
8. CONTRACTOR NAME AND ADDRESS Tacoma Community College 5900 South 12th Street Tacoma, Washington 98465 <small>(Street, city, county, State, and ZIP code)</small>				9. DISCOUNT FOR PROMPT PAYMENT Net		10. SUBMIT INVOICES (4 copies unless otherwise specified) TO ADDRESS SHOWN IN BLOCK	
11. SHIP TO/MARK FOR REPORTS OF ACCOMPLISHMENTS TO BE FURNISHED TO: EDUCATIONAL SERVICES OFFICER MCCHORD AFB, WASHINGTON 98438				12. PAYMENT WILL BE MADE BY ACCOUNTING AND FINANCE OFFICER MCCHORD AFB, WASHINGTON 98438			
13. THIS PROCUREMENT WAS <input type="checkbox"/> ADVERTISED, <input checked="" type="checkbox"/> NEGOTIATED, PURSUANT TO: <input checked="" type="checkbox"/> 10 U.S.C. 2304 (a)(5) <input type="checkbox"/> 41 U.S.C. 252 (c)()							
14. ACCOUNTING AND APPROPRIATION DATA FUNDS ARE NOT OBLIGATED BY THIS INSTRUMENT. ALL CALLS OR DELIVERY ORDERS PLACED AGAINST THIS CONTRACT WILL CONTAIN A CERTIFICATION OF AVAILABILITY OF FUNDS TOGETHER WITH A CITATION OF THE PROPER ALLOTMENT ACCOUNT TO BE CHARGED IN MAKING PAYMENT.							
15. ITEM NO.	16. SUPPLIES/SERVICES	17. Estimated QUANTITY	18. UNIT	19. UNIT PRICE	20. Estimated AMOUNT		
1	TUITION ASSISTANCE FOR AIR FORCE PERSONNEL ATTENDING TACOMA COMMUNITY COLLEGE DURING THE PERIOD 1 SEP 70 THRU 31 AUG 1971.					(617TE)	
	On base courses of the Tacoma Community College	3350	Qtr Hrs	\$4.50	\$15,075.00		
2	On campus courses of the Tacoma Community College	555	Qtr Hrs	\$4.50	2,497.50		
21. TOTAL AMOUNT OF CONTRACT						Not to exceed \$17,572.50	
CONTRACTING OFFICER WILL COMPLETE BLOCK 22 OR 26 AS APPLICABLE							
22. <input type="checkbox"/> CONTRACTOR'S NEGOTIATED AGREEMENT (Contractor is required to sign this document and return _____ copies to issuing office.) Contractor agrees to furnish and deliver all items or perform all the services set forth or otherwise identified above and on any continuation sheets for the consideration stated herein. The rights and obligations of the parties to this contract shall be subject to and governed by the following documents: (a) this award/contract, (b) the solicitation, if any, and (c) such provisions, representations, certifications, and specifications, as are attached or incorporated by reference herein. (Attachments are listed herein.)				26. <input type="checkbox"/> AWARD (Contractor is not required to sign this document.) Your offer on Solicitation Number _____, including the additions or changes made by you which additions or changes are set forth in full above, is hereby accepted as to the items listed above and on any continuation sheets. This award consummates the contract which consists of the following documents: (a) the Government's solicitation and your offer, and (b) this award/contract. No further contractual document is necessary.			
23. NAME OF CONTRACTOR BY _____ (Signature of person authorized to sign)				27. UNITED STATES OF AMERICA BY _____ (Signature of Contracting Officer)			
24. NAME AND TITLE OF SIGNER (Type or print)		25. DATE SIGNED		28. NAME OF CONTRACTING OFFICER (Type or print)		29. DATE SIGNED	

TACOMA COMMUNITY COLLEGE BOARD OF TRUSTEES

RESOLUTION NO. 70- 72

BE IT RESOLVED by a majority of the Board that the President is directed to execute, in behalf of the District, the attached consultant contract with Dr. Blankenship for the period of September 15, 1970, through June 15, 1971, at the revised rate of one hundred fifty dollars per month.

GILBERT

RESOURCE BOND

50% COTTON

A G R E E M E N T

Between

TACOMA COMMUNITY COLLEGE DISTRICT NO. 22
(Hereinafter Referred to as "College")

and

DR. JAMES M. BLANKENSHIP, M.D.
(Hereinafter Referred to as "Consultant")

WHEREAS, College has determined that the safeguarding of the overall health of its student body is a responsibility it must share with individual students for the good of the whole and also to assure the continuance and effectiveness of College's educational objectives; and

WHEREAS, Consultant possesses diagnostic and medical expertise as a physician;

NOW, THEREFORE, in consideration of the covenants and agreements contained herein, it is mutually agreed as follows:

I. DUTIES OF CONSULTANT

Consultant shall, upon the request of the President or his designee, and additionally as Consultant, based on his diagnostic and medical expertise and experience, deems necessary:

1. Evaluate College's student health program on a continuous basis and advise College of the medical and practical deficiencies therein, and the measures necessary to correct the same.

2. Advise College of the medicines and medical supplies which should be stocked and/or dispensed at the campus health center for the treatment of minor ailments.

3. Advise College of health requirements and practices which should be required of and practiced by students who participate in athletics.

4. Formulate and advise College of physical fitness programs designed for students of all ages who are in need of adaptive physical education classes.

5. Assist the campus nurse in the examination, diagnosis, emergency and interim care, and counseling of students on campus and, where necessary, refer students directly to a specialist.

6. Act as the College's liaison with state and local health officials in the implementation of practices designed to prevent or stop epidemics.

7. Elicit from other members of the medical profession and advise College of the means of handling health problems on campus.

8. Instruct and advise College administrators and faculty members of their role and responsibility in regard to the student health program.

9. Advise and assist College administrators and faculty members in the handling of students whose behavior and/or educational performance indicates the existence of a physical or emotional illness or impairment.

II. DUTIES OF COLLEGE

In consideration of the Consultant's services set forth in section I hereof, and pursuant to vouchers signed by Consultant, College agrees to pay Consultant One Hundred Fifty Dollars (\$150.00) per month on a monthly basis.

III. DURATION

This agreement shall commence at midnight, September 14, 1970, and terminate at midnight, June 15, 1971, provided that either party, for any cause, may terminate this agreement prior to the above date upon the submission to the other of written

notice thirty days in advance of the desired date of termination.

IV. VERBAL AGREEMENTS

It is mutually agreed and understood that no alterations or variations of the terms of this agreement shall be valid unless made in writing and signed by the parties hereto and that no oral understandings or agreements not incorporated herein, or no alterations or variations of the terms hereof, unless made in writing between the parties hereto, shall be binding.

V. INDEMNIFICATION

Consultant shall perform all services as an independent contractor and shall not be, nor hold himself out to be, an agent of College or any of its departments, divisions or employees.

Any and all claims that might be made by any third party as a result of any act or failure to act, shall be Consultant's sole obligation and Consultant promises to indemnify College and hold it harmless from any liability for any act or failure to act on the part of Consultant.

THIS AGREEMENT executed at _____, Washington, on this _____ day of _____, 1970.

PRESIDENT, By and for the Board of
Trustees, Community College
District No. 22

DR. JAMES M. BLANKENSHIP, M.D.
Consultant

Approved as to form this
_____ day of January, 1970.

SLADE GORTON
Attorney General

ROBERT E. PATTERSON
Assistant Attorney General

Tacoma Community College



MEMORANDUM

Date: August 31, 1970
To: Dr. Lathrop
From: Joe Kosai
Subject: APPLICATIONS FOR FALL QUARTER, 1970.

The Fall quarter applications for 1970 are coming in a little ahead of 1969. As you will note from the chart below, the advanced tuition of \$25 is falling behind. We have experienced in the past that approximately 70% of those who make application pay the advanced tuition. If this is the case we would expect to have 1227 advanced tuitions to date. This probably can be attributed to the economic condition of the area.

Enrollment for this fall probably will increase by some 350 students over last year, bringing our enrollment at the end of registration to 3800 students. Fall quarter, 1969, we had in our credit classes 3,444 students. This figure takes into consideration the increase in the offerings by Community Services.

New & Readmitted Students:

	August 27, 1969	August 28, 1970
Application	1597	1754
Advance tuition	1155	1119

Continuous Students from Spring 1970:

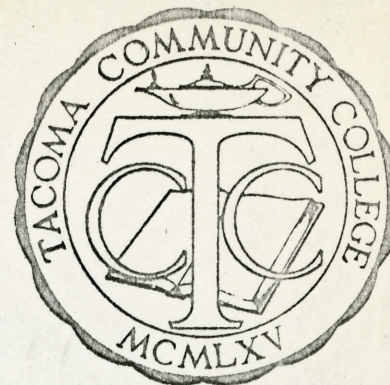
Advance registration	723
Appointments made to date	250
Total to date	<u>973</u>

Projected Community Service Enrollment

<u>Fall 1970</u>	<u>F.T.E.</u>
T.C.C. Administered:	
Credit Program	240
Non-Credit Program	200
Contracted:	
Tacoma #10	220
Peninsula	<u>80</u>
Total	740

RRR/b

Tacoma Community College



MEMORANDUM

Date: August 26, 1970
 To: Dr. Ford
 Board of Trustees
 From: Dr. Falk
 Subject: STATUS REPORT ON DEVELOPMENT OF OCCUPATIONAL PROGRAMS

The following list shows occupational training programs which have been approved for this institution. More complete data will be available when we have completed the several feasibility studies which have been authorized by the State Board for Community College Education.

Occupational Program	Office of Education Code	Type of Program	Year Started
Correction Officer (McNeil)	16.06.05	c	1966
Cooperative Law Enforcement (Tacoma Police Dept.)	17.28.02	c	1968
Cooperative Medical Technician (St. Joseph's)	14.04.99	d	1968
Cooperative X-Ray Technician (Tacoma General)	07.05.01	d	1968
Cooperative X-Ray Technician (St. Joseph's)	07.05.01	d	1968
Cooperative Nursing (St. Joseph's)	07.03.01	d	1968
Service Representative	04.02.00	d	1970
Cooperative Inhalation Therapy Asst. (St. Joseph's)	07.09.03	d	1970 ^a
Real Estate	04.17	d	1970 ^b
Junior Accountant	14.01.99	d	1970 ^b
Insurance	04.13	d	1970 ^b
Marketing	04.08	d	1970 ^b
Credit and Banking	04.04	d	1970 ^b
Receptionist-Clerk	14.03.99	d	1970 ^b
Home and Family Life Education	09.01-09.01.99	e	1970 ^b
Law Enforcement Technology	17.28.02	d	1971 ^b
Professional Management Program	. .	c	1971 ^b
Other para-medical programs--under study			

under study

^aApproval pending. Cooperative agreements developed January-May, 1970.

^b"Program Alert" forms have been filed, as directed by State Board Policy 410 to permit experimental work with courses for such a program during the 1970-71 instructional year. Documented recommendations for these and other occupational programs will be supplied later.

^cAn In-Service training program. Enrollment limited to personnel presently employed in this occupational specialty. Generally limited to the offering of some specialized courses.

^dA Pre-employment training program. Full-time training available.

^eConsists of a wide range of courses, each of which may be useful to the individual in his or her daily living. May be used for college-transfer. May be used for pre-professional training in Home Economics.