

TACOMA COMMUNITY COLLEGE

Meeting of the Board of Trustees

February 1, 1968

3:30 p.m.

Agenda

1. Roll call
2. Approval of previous minutes
3. Correspondence
4. Reports to the Board
 - (a) Preview of February 8 presentation to the State Board - Dr. Ford
 - (b) Degree requirement deliberation and recruitment - Dr. Jacobson
 - (c) TCCA - Mr. Hyde
5. Unfinished business
 - (a) Student policy governing student invited speakers - Mr. Falk
 - (b) Recommendation for request for college legal counsel (supplement 5-b)
6. New business
 - (a) Contract agreement with Tacoma School District No. 10 for extended education program.
 - (b) Approval of supplemental part-time faculty for winter quarter - Mr. Schafer (supplement 6-b)
 - (c) Selection of one Board of Trustees member to be representative to the Washington Association of Community College Trustees.
 - (d) Consideration of landscaping proposal - Mr. Todd
 - (e) Proposal from Capitol District, Washington State Federation of Garden Clubs (supplement 6-e)
 - (f) Proposed specifications for additional administrative positions (supplement 6-f)
7. Information

Campus dedication - Mr. Wirsing

TACOMA COMMUNITY COLLEGE

BOARD OF TRUSTEES

Minutes

February 1, 1968

The regular meeting of the Board of Trustees was called to order by the Chairman, Mr. Edmunds, at 3:30 p.m., February 1, 1968 at Tacoma Community College.

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

Guests: Richard Falk, Paul Jacobson, Henry Schafer, George Van Mieghem, Jack Hyde, President, TCCA, Dale Wirsing, James Metcalf, Mrs. James, Mr. Detering, Mr. Warren, Mr. Bair, Mr. Rouse

The minutes of the Board meeting of January 4, 1968 were approved.

Reports to the Board

Mr. McCutcheon informed the Board that the Rules and Regulations for Staff Service of the Community Colleges have been adopted.

Dr. Ford presented a preview of his forthcoming presentation to the State Board on February 8, 1968.

Dr. Jacobson reported to the Board that the college is in the process of recruiting at least 16 instructors for next year due to the expected increase in enrollment.

Unfinished business

(Mr. Binns moved that the Board approve the policy for student invited speakers.)
The motion carried. Mr. Cooper abstained.

(Mr. Cooper moved that the Board establish supplement 5-b as a policy for request)
for college legal counsel. The motion carried.

New business

Mr. Binns moved that the contract with the Tacoma School District #10 for extended education be approved and that the President be authorized to sign for the college. The motion carried.

Mr. Hatfield moved to approve the supplemental part-time faculty submitted to the Board. The motion carried.

Mr. Cooper moved that Charles Edmunds be selected to continue to serve on the Washington Association of Community College Trustees. The motion carried.

Mr. Mitchell presented the proposed specifications for landscaping.

Mr. Hatfield moved that the Board approve the specifications for landscaping and that they be sent out for bids. The motion carried.

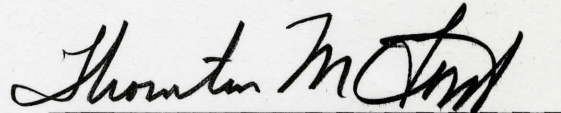
Mrs. M. S. James, Director, Capitol District, Washington State Federation of Garden Clubs, presented a plan whereby the aforementioned group would develop an arboretum on the campus of the college similar to the one at the University of Washington. This project would be a continuing one with the District adding to it each year.

(Mr. Cooper moved that the plan presented by the Capitol District, Washington State Federation of Garden Clubs be approved and that the club be commended in writing for their effort. The motion carried.)

(Mr. Hatfield moved that the Board approve the two additional administrative positions, Director of Student Services and Evening Program Supervisor. The motion carried.)

The next regular meeting of the Board of Trustees will be held on March 7, 1968 at 3:30 in the conference room of the Tacoma Community College administration building.

The meeting adjourned at 5:30 p.m.



Thornton M. Ford
Thornton M. Ford, Secretary

FOSTER & MARSHALL INC.

INVESTMENT BANKERS AND BROKERS

400 NORTON BUILDING
SEATTLE, WASHINGTON 98104

MAIN 4-7100

ABERDEEN SEATTLE
BELLEVUE SPOKANE
BELLINGHAM TACOMA
EVERETT WENATCHEE
OLYMPIA YAKIMA
ANCHORAGE, ALASKA

MEMBER
NEW YORK STOCK EXCHANGE
AMERICAN STOCK EXCHANGE (ASSOCIATE)

January 19, 1968

Dr. Thornton Ford, President
and Honorable Members of the Board of Directors
Tacoma Community College
5900 S. 12th
Tacoma, Washington 98465

Re: Revenue Bond Financing

Gentlemen:

As you know, your College has the authority to issue revenue bonds to finance various capital improvements. The use of bonds secured solely by a pledge of revenues derived from some specific sources - such as student fees or tuition - is a relatively new way for colleges to obtain capital and requires professional assistance in the preparation of the offering for market, if the college is to get the lowest possible interest rate. This is especially true today, when tax-exempt municipal bond markets are at their highest level in thirty years. If you are exploring such a program, we would appreciate an opportunity to meet for a discussion of the subject of how Foster & Marshall Inc. can assist you in the underwriting of these bonds.

Prior to presenting a detailed description of the services offered by our firm, I should like to provide you with several of the reasons why our firm can best serve the needs of your College. Your Financial Consultant should be selected with the thought in mind that you and the Consultant would be working together for a number of years - not just for a particular bond issue. Keeping this in mind, we offer to you the following:

1. **EXPERIENCE** - Foster & Marshall Inc. has provided Financial Consulting services to a greater number of public agencies in Washington, Alaska, Oregon, and Northern Idaho than any other firm.
2. **STAFF QUALIFICATIONS** - We have six men on our staff who have provided Financial Consulting services to public agencies, and four individuals (Mr. Carlton Nau, Mr. Don Morken, Mr. Richard Kennedy, and myself) devote full time to Financial Consulting services exclusively. This is the largest Financial Consulting staff of its kind in the Northwest.

3. INDIVIDUAL QUALIFICATIONS - Our staff is composed of individuals with extensive technical training in law, finance, accounting, and economics, and the previous business experience of these individuals is equally diversified.
4. PERSONAL KNOWLEDGE OF AREA - Whenever a prospectus or offering circular is prepared, it is one of the important objectives of the Financial Consultant to present the economic base supporting the bond offering as accurately as possible. Our knowledge of the economy of Washington is based upon both experience with other bond issues in the area and upon familiarity with business and industry in the area.
5. PHILOSOPHY OF BUSINESS - Foster & Marshall Inc. has been in business for 30 years and during that time our firm has concentrated its efforts exclusively in the Northwest and Alaska. We are the only Northwest-based firm offering Financial Consulting services that is a member of the New York Stock Exchange, and we maintain ten branch offices. We believe that by providing the best possible service to our clients and by charging reasonable fees for our services, new business will continue to flow in our direction. Our firm has a group of young men in management positions, thus insuring continued service from our firm for years to come.
6. NATIONAL RECOGNITION - Since our firm is a member of the New York Stock Exchange and since we have been in business in the Northwest for 30 years, our name is well recognized by financial institutions throughout the United States. To our clients, this means that prospective bond purchasers will place a high degree of reliance upon the information contained in our prospectus and offering circulars.

If we are selected as Financial Consultant, our services will begin immediately and will include:

1. Consultation with, cooperation with, and advice to you, your Attorney, the Bond Counsel, and all other consultants with regard to:
 - (a) Long range financial planning.
 - (b) Analysis of alternative financing plans to raise the necessary capital and the effect of such plans on the earnings, schedule of charges, current debt service requirements on any outstanding bonds, and future requirements for renewals and replacements. This would include a study of appropriate sources of funds available.
2. Once agreement is reached on the financing plan involving revenue bonds, we would then make a firm offer for the purchase of the bonds

Dr. Sherman Ford, President
and Honorable Members of the Board of Directors
Tacoma Community College - Tacoma, Washington

January 19, 1968
Page 3

on a basis that would have to be mutually satisfactory and at a price and interest rate in accordance with bond market conditions then prevailing for like credits. If we cannot reach agreement with the Board on the price and interest rate on any specific revenue bond issue after negotiations in good faith, we will proceed to bring the bonds to public sale under the conditions mentioned below.

3. If the project involves the public sale of any bonds, we would then, based upon the work previously performed, prepare a financing prospectus which would provide the basis for the sale and contain the following information:
 - (a) Official Statement.
 - (b) Notice of Sale.
 - (c) Statement of Purposes and Costs.
 - (d) Survey of Engineer's Reports.
 - (e) Projections of revenues and expenses following completion of construction (if applicable).
 - (f) Analysis of the economic base of the area, including illustrations and photographs.
 - (g) All pertinent statistical and accounting data necessary to insure as low an interest rate as possible.

Assist in obtaining a favorable rating on the bonds by the various national rating services.

Mailing of the prospectus to underwriters, financial institutions, banks, insurance companies, pension funds, trust funds, and other investors, in advance of the sale date, so as to develop as great a presale interest in the issue as is possible.

Attend the bond sale, make an evaluation of bids, and recommend the bid with the lowest net interest cost.

In the event that we bring the bonds to public sale, we will be entitled to a fee for our services rendered. This fee would be established prior to each bond issue and would be completely subject to your approval. The amount of the fee would be based upon the amount of our time previously spent on the project, the size of the bond issue, and our estimate of the amount of time required to complete the project.

and Honorable Members of the Board of Directors
Tacoma Community College - Tacoma, Washington

January 19, 1968
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The basic purpose of retaining our firm at this time, and on the terms indicated, is to assure the College that such advice and assistance as is required will be available, and that our firm will assist with the financing of any projects involving revenue bonds. The College will not be obligated to the payment of any fee for any specific work performed by our staff unless the Board and our firm will have previously reached mutual agreement on the basis for such compensation.

As you can see from the outline of our agreement, we will work with you from the formulating of plans until the sale of the bonds.

Please let us know when it is convenient for one of our staff to meet with you.

Respectfully submitted,

FOSTER & MARSHALL INC.


Thomas J. Dowd

TJD/a



STATE OF WASHINGTON
OFFICE OF THE GOVERNOR
OLYMPIA

DANIEL J. EVANS
GOVERNOR

January 15, 1968

✓ The Board of Trustees, and
Dr. Thornton Ford, President
Tacoma Community College

The Board of Directors, and
Dr. Angelo Giaudrone, Superintendent
Tacoma School District No. 10

Gentlemen:

Section 30, chapter 8, Laws of 1967, Ex. Sess., relating to community colleges, provides in part:

"For the purposes of this section and to facilitate the process of allocating the assets, the board of directors of each school district in which a community college is located, and the president of each community college, shall each submit to the state board of education, and the state board for community college education within sixty days of the effective date of this act, an inventory listing all real estate, personal property choses in action and other assets, held by a school district which, under the criteria of this section, will become the assets of the state board for community college education:
. . . ."

The inventory filed in compliance with this section has been reviewed by the governor's advisory committee, together with your recommended allocation of the assets involved, including joint use under section 59 of the act where applicable.

The advisory committee expects to approve the proposed allocation in its formal report to the governor, which will be prepared and filed on or about April 1, 1968.

The approved allocation is predicated upon the inventory as presently filed. If, since preparing the inventory, any item or items have been found which were omitted, a supplemental inventory should be filed with the state board of education and the state board for community college education, with a copy to the secretary of this committee (Mr. Ray Haman, 1700 Washington Building, Seattle 98101), so that the committee's report to the governor will be accurate.

Tacoma Community College
Tacoma School District No. 10
Page Two
January 15, 1968

All allocations based upon presently filed inventories or amendments thereto will be subject to further identification and/or audit in accordance with state laws relating to state-owned property and state funds.

The act provides that the assets allocated to the state "will become the assets of the state board for community college education," subject to the approval of the governor and subject to the right of review by courts, if an appeal is taken within sixty days after the final report of this committee and/or the governor is filed.

Very truly yours,

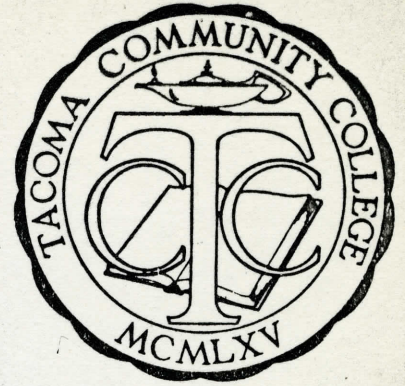
Governor's Advisory Committee on
Allocation of Community College Assets

By Richard B. Ott
Richard B. Ott, Chairman.

RBO:fh

cc: State Board for Community College Education
State Board of Education
Attorney General
R. W. Hemstad

Tacoma Community College



MEMORANDUM

Date: January 15, 1968

To: Members of the Board of Trustees

From: Tom Ford

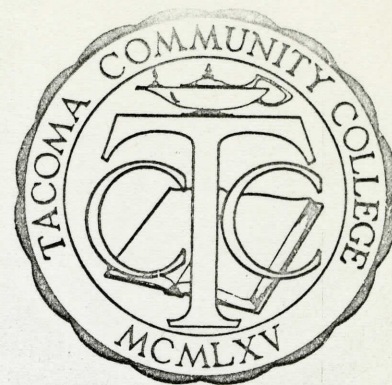
Subject: February 8 Meeting of the State Board for Community College Education

This past Thursday, I had a visit from Mr. Vern Leidle of the State Office for Community College Education. Mr. Leidle's primary responsibility is in facility planning and capital budgeting for that office. He extended to me and to all the members of the Tacoma Community College Board of Trustees an invitation to attend the February 8 meeting of the State Board to be held at Green River Community College.

Mr. Leidle explained to me that the State Board and their new Director, Dr. Albert Canfield, are arranging a series of six regional meetings to afford them the opportunity to meet with trustees and presidents on a somewhat more informal basis than a statewide meeting might afford. Consequently, the business meeting will be followed by a social hour in the early evening and dinner somewhat later at which Dr. Canfield will make a presentation. The presidents and trustees from Clover Park Community College and Olympic College will also be in attendance at this meeting.

The business session during the day will be to some extent concerned with the capital fund request that we have already discussed and forwarded to the State office. We are preparing a narrative and a somewhat elaborate slide presentation to bring the story of our immediate needs into focus for members of the State Board. I expect to be able to furnish you with additional information at our February 1 meeting. However, I felt this much advance notice might make it possible for you to save the date of February 8 for a day at Green River College.

Tacoma Community College



MEMORANDUM

Date: January 19, 1968
To: Vern Leidle
From: Tom Ford
Subject: WACC Allocation

Tacoma Community College cannot support the allocation of state funds for 1968-69 recommended by the Washington Association of Community Colleges. The WACC recommendation is based on several insupportable assumptions and, if followed, would work a hardship on several community colleges, including Tacoma.

First of all, the assumption that the 1968-69 allocation should reflect the same percentage of students enrolled in the state's community colleges as allocated for 1967-68 presupposes that demand is constant throughout the state. This is equivalent to assuming that Moses Lake is growing at the same rate as Seattle. Obviously this premise is false.

Second, inaccuracies in the WACC recommendation suggest that it should be carefully reviewed. One example appears in the chart on page 6 of the WACC recommendation (Enrollment - Growth by Geographical Areas). Two institutions are identified as each handling 5 percent of the state's projected enrollment allocation, Green River and Tacoma. This entry shows a discrepancy of 150 F.T.E.'s or \$96,300 - to Tacoma's disadvantage. The unfeasible aspects of this method of distribution are even more apparent in the case of Clover Park Community College, which, under the WACC recommendation, would receive an even smaller allocation than last year. Most of the percentages in column two, page 6 are inaccurate. After all, 1 percent represents 485 F.T.E.'s or an allocation of \$31,185.

Third, while the population in the high school senior class enrollment of King County is approximately three times of Pierce County, the WACC recommendations award King County 5.5 times the allocation of Pierce County. Actual fall quarter enrollment performance in 1967 shows that King County community colleges had 16,735 F.T.E.'s or 35.9 percent of total enrollment in the state. Pierce County had a total F.T.E. enrollment of 3,171 or 6.8 percent of the total. The WACC recommendation would provide King County with 18,300 F.T.E.'s (38 percent of the total) while Pierce County would be granted only 3,160 F.T.E.'s or 7 percent of the total. Figures prepared by the Washington State Department of Health indicate that on a percentage basis, the population of Pierce County is growing faster than that of King County. WACC's recommended allocation for Pierce County for 1968-69 is actually lower than performance for 1967-68.

One reason why Tacoma Community College finds the WACC recommendation unacceptable is our location in Pierce County, where population and school enrollments are continuing to increase. Table 3 shows the number of 12th grade students in Pierce County, and Table 4 suggests the population increase that has already taken place. State estimates of Pierce County's population by 1975 range as high as 500,000.

In addition, it has just been announced that 6,000 troops (2,000 families) will be moved shortly to Fort Lewis. Under TCC's contract with the U.S. Army, Fort Lewis, for the

education of military personnel, TCC may expect an additional demand from that source. Moreover, the Defense Department's operation transition requires that all separated men without a trade or profession be counseled into an educational program upon or before separation.

Our past enrollment projections have been markedly accurate -- even conservative. Our predictions for 1968-69 were based on the same indicators. Our request was for 2,580 F.T.E.'s. Tacoma's allocation request represents an enrollment increase of 14.7 percent. This may be compared with an enrollment increase of 63 percent (1966-67 over 1965-66) and a 49 percent increase (1967-68 over 1966-67). We have pushed completion of present construction on the campus in order to meet the enrollment demands that we foresee. With eight new buildings completed this fall, we have developed classroom and lecture space toward optimum utilization of our campus. Given the difficult-to-measure factors of increasing aspirations for higher education and increasing public awareness of the college, it is hard to assume that demands will not increase.

Presently, Tacoma is the second most over enrolled community college in the state (on the basis of fall enrollment 1967 vs. F.T.E. allocation). Despite this, WACC suggests a lower percentage increase in authorized F.T.E.'s for Tacoma than for any other such institution in the fast growing King-Pierce County area.

If the enrollment projection shown in Table 5 is correct (3,371 students = 2,696 F.T.E.'s) and if the WACC recommendation for Tacoma is accepted another year of serious over enrollment will occur. Over enrollments in the past have caused the college to make demands upon its personnel - professional and service - which amounted to personal sacrifices. We would like to lessen these demands in the year ahead.

In an institution which has experienced such a rapid rate of growth, careful planning is required to maintain reasonable class size and a ratio between students and instructors which will permit face-to-face, personal contact. The college does provide academic advising and a comprehensive program of student services which assures the student an opportunity to deal directly with teachers on problems relating to his classes and his academic planning and assures access to specialized help, when needed. Budget limitations which may force the college to use larger classes and limit services will make it more difficult for students to obtain the very important personal contact with the professional staff.

While the greatest demand for TCC's program so far has been for university - parallel courses, an inadequate allocation for the 1968-69 school year would adversely affect the college's innovative, community service and occupationally related programs.

First, we received a 40 FTE grant from the State Board for Community College Education for this year to fund the Tacoma Adult Education Program, operated on a contractual basis by Tacoma Public Schools. This program presently operates approximately 65 classes with 550 students in essentially high school completion courses for a projected F.T.E. enrollment of 80 for the current year. This rapid growth suggests that our allocation request should actually be increased by at least 40 F.T.E.'s rather than decreased.

Second, the college hopes to carry its program into Tacoma's central area. An advisory committee is being formed to work on providing both credit and non-credit courses to be taught off campus in Tacoma's hilltop area. Three courses which will probably be in operation by the spring quarter are Afro-American History, Consumer Education and Well-Child Care.

Third, a talent search program in cooperation with federal agencies has been proposed for the 1968-69 academic year. This program is aimed at seeking out and helping the youth within our community who have educational potential which has not yet been recognized. The program offers an opportunity to move one step closer to solving some problems of the central city. Since the \$80,000 proposed program requires additional staffing costs on the part of the college administration, limitations on anticipated income for college operations would force a reconsideration of our involvement in this important community program.

Fourth, several occupationally connected programs presently operated by TCC would be adversely affected by a reduction of our enrollment allocation. They include:

- A. A cooperative program with St. Joseph's Hospital School of Nursing, in which all nursing students attend the college for chemistry, anatomy, physiology, sociology and English. Other courses will be added to their program in the spring.
- B. A cooperative program with the St. Joseph's Hospital School of Medical Records Technology, wherein their students take Biology 117 (medical terminology), Biology 121-122 (medical records science), English, foreign language and other distributive requirements leading to the Associate Degree.
- C. A cooperative program with Tacoma General Hospital School of X-ray Technicians, in which their students will take 60 hours of liberal arts at the college including a specialized course in X-ray physics.
- D. A program in behavioral sciences for correctional officers, many of whom are employed at McNeil Island Penitentiary (see brochure).
- E. A developing program for the Tacoma Police Department designed to qualify every officer for an Associate in Arts Degree.
- F. A special program designed to aid and rehabilitate McNeil Island prisoners, leading to an Associate in Arts Degree in three years.
- G. A teacher-aid program initially designed in cooperation with the Seattle University Headstart training program but rapidly expanding to involve others.

And fifth, advisory committees representing several professions and related agencies are presently studying program needs in the following areas:

- A. Associate degree in nursing
- B. Oral Hygiene
- C. Dental hygiene (The committee also plans to study other related health occupations programs.)
- D. Forest products

In addition, an advisory committee is being formed to investigate a specially designed associate program for flight trainees in local flight industries.

All of the above-mentioned programs serve expressed and articulated community needs. All would be jeopardized by a less than adequate allocation of funds for the 1968-69 year.

We reiterate that we cannot endorse the WACC recommendation. We find that the assumption that demand for community college education grows at an equal rate throughout the state

is unsupportable. While we concede that the flat grant is advantageous to the smaller colleges, it should not jeopardize the ongoing and planned programs in those institutions where student demands are the greatest. A reduction of 25 percent in the recommended flat grant (\$100,000 per institution) would free \$550,000 or 857 F.T.E.'s at \$642 each. We recognize that it is the duty of the State Board for Community College Education to allocate the available funds, and we feel that the Board should seek advice on distribution of these funds from diverse sources. We stand ready to offer such assistance as the State Board may require.

TABLE 1

Tacoma Community College Enrollment Chart - 1965 to Present

	1965 - 1966			1966 - 1967			1967 - 1968			
	Fall	Winter	Spring	Fall	Winter	Spring	Summer	Fall	*Winter	*Spring
F.T.E.	920	1143	918	1478	1351	1298	70	2311	2089	1984
No. of Students	1080	1434	1146	1746	1635	1602	414	3248		

Note: First summer session held 1967.

TABLE 2

Tacoma Community College F.T.E. Allocation and Performance Comparison

	1965-66	1966-67	1967-68
F.T.E. Allocation	800	1010	1904
F.T.E. Performance	993.6	1375.7	2151.3
Difference in F.T.E.	+ 193.6	+ 365.7	+ 247.3

TABLE 3

Number of 12th Grade Students

	1965	1966	1967	1968
H.S. Seniors in Pierce County	5210	5077	5139	5225
H.S. Seniors in King County	15957	15252	15161	15752

TABLE 4

Population Chart

	Pierce	King
1960	321,590	935,014
1967	378,298	1,051,690
% Increase	+ 17.6	+ 12.4

TABLE 5

Registered Students - Tacoma Community College

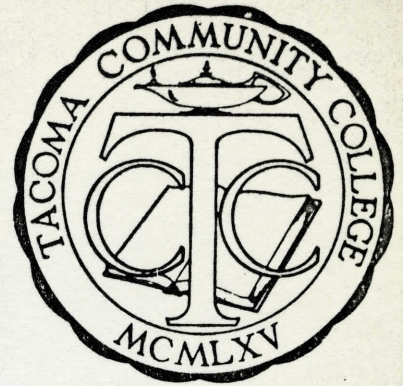
	Fall 1965	Fall 1966	Fall 1967	Fall 1968
21 and over	279	471	943	1138
Under 21	801	1275	1754	2233

Total

3371 = 2696 F.T.E.

@ 12 hr. average load

Tacoma Community College



MEMORANDUM

Date: January 15, 1968

To: Members of the Board of Trustees

From: Tom Ford

Subject: February 8 Meeting of the State Board for Community College Education

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DATE:

TO: Faculty and Staff Members

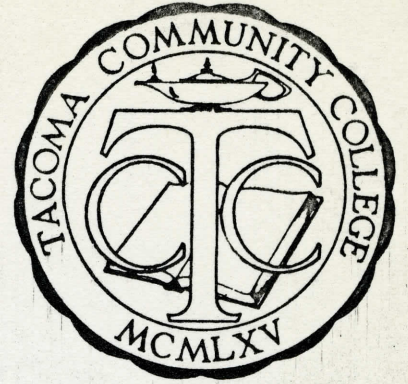
FROM: George Van Mieghem

SUBJECT: Request for Assistant Attorney General's services for which the College is billed.

For services requested of the Attorney General's Office, the following procedures have been established:

1. A request for a formal opinion must first be cleared by the President of the College.
2. A request for an informal opinion, but requiring a written reply, must be cleared by the President of the College.
3. Information requested via telephone should be cleared by the appropriate dean or supervisor, followed up by a note to the President informing him of the nature of the request and the reply.

Tacoma Community College



MEMORANDUM

Date: February 1, 1968
To: President Ford
From: Dean Falk
Subject: Students' freedom of inquiry and expression - data from other colleges.

As requested by the Board of Trustees at their last meeting, data ^{has} been gathered from neighboring community colleges regarding practice involving students' freedom of expression and the inviting of speakers to talk with campus groups.

These generalizations have been drawn from the responses of a majority of the Washington community colleges:

1. More than half of the colleges responding do have current written procedures which are intended to deal with this question. (Several of these procedures are quite similar to the one developed on our campus.)
2. Nearly all the colleges responding express the opinion that the students' freedom of inquiry and expression is now adequately protected.
3. In colleges which do not have written procedures regarding such matters, administrators or the governing boards tend to deal directly with each case.
4. Several colleges have recently adopted or intend to adopt written procedures which are similar to the one developed on our campus.
5. In those colleges which plan to up-date old procedures or write new ones, student and faculty groups are generally invited to develop and propose procedures which meet their needs.

Attachment

DATE:

TO: Faculty and Staff Members

FROM: George Van Mieghem

SUBJECT: Request for Assistant Attorney General's services for which the College is billed.

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3. Information requested via telephone should be cleared by the appropriate dean or supervisor, followed up by a note to the President informing him of the nature of the request and the reply.

C O N T R A C T

Contract between Tacoma School District No. 10, hereinafter referred to as Dist. No. 10, and the Tacoma Community College, District No. 22, hereinafter referred to as the T.C.C.

WHEREAS, the T.C.C. has an adult education program which is being operated by Dist. No. 10, and

WHEREAS, the State Board for Community College Education allotted the T.C.C. an additional forty (40) FTE's (\$24,080.00) to finance this program, and

WHEREAS, the State Board for Community College Education has agreed that Dist. No. 10 could contract with the T.C.C. to run this program.

WHEREFORE,

1. District No. 10 agrees to:

a. Offer three sessions of adult education during the 1967-1968 school year, and

b. Set tuition and fees in accordance with the State and the T.C.C. policy, and

c. Report to the T.C.C. revenues and expenditures at the end of each session, and

d. Report to the T.C.C. the enrollment in the form required by the T.C.C. on the fifth day of each session.

2. The T.C.C. agrees:

a. To pay to Dist. No. 10 \$200.66 per FTE not to exceed forty (40) FTE's per session or a total payment of \$24,080.00 for the three sessions: PROVIDED, That the T.C.C. shall only be required to pay for such services

funds from Chapter 143, Laws of 1967, Extraordinary Session, to off-set the amount paid into the Capital Projects Account from forty (40) percent of the general tuition fees; but in no event to exceed \$24,080.00.

THIS AGREEMENT shall be retro-active to the beginning of the Fall Quarter, 1967, and in full force and effect as from that date. It shall terminate following the Spring Quarter, 1968.

Thornton M. Ford
President and Secretary of the Board
T.C.C.

Toney Shelton
Business Manager and Secretary of
the Board - Tacoma School District #10

Winter Quarter
Supplementary Faculty

Robert Dezell

Music

Sister Rosella Delaney

Sociology

Tom McLaughlin

History

Jack Rosenow

Law

Dale Wirsing

Communications



Capitol District

Agenda Supplement 6-e

Washington State Federation of Garden Clubs

Tacoma, Wash.
Jan. 26, 1968

Tacoma Community College
Tacoma, Wash.

Dear Sirs;

Capitol District, Washington State Federation of Garden Clubs is interested in the development of an Arboretum on the Campus of the College similar to the one at the University of Washington. We feel an Arboretum can be a source of education for students and adults in our area. Our membership of one hundred clubs totaling over two thousand members has, for a number of years supported the Arboretum in Seattle because there is none in this area.

The project could be a continuing one with the District adding to it each year. Our money is obtained in various ways. \$600.00 from the Sears Roebuck grant, \$500.00 from our District Christmas Show receipts, and donations from individuals and Garden Clubs.

The past four years we have worked in cooperation with the Metropolitan Park District to develop the Japanese Garden in Point Defiance Park. Approximately \$10,000 has been spent.

We would like to see some of the property on Pearl Street between 12th and 19th streets set aside for this project. In order to have an integrated Arboretum it would seem worth while to develop an over all plan. Then various portions could be worked as time and funds permitted. ✓

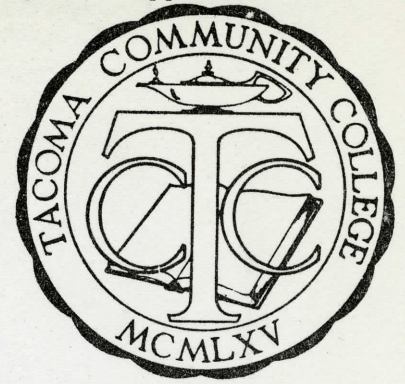
Yours truly,

Mrs Mark Titlow

Mrs. Mark Titlow
Civic Projects Chr.

Mrs. M.S. James
Director, Capitol District.

Tacoma Community College



MEMORANDUM

Date: February 2, 1968
To: All Faculty
From: Tom Ford
Subject: Description of position of Director of Student Services

Pursuant to my recent memorandum regarding a temporary administrative position in student services, the following job description is proposed:

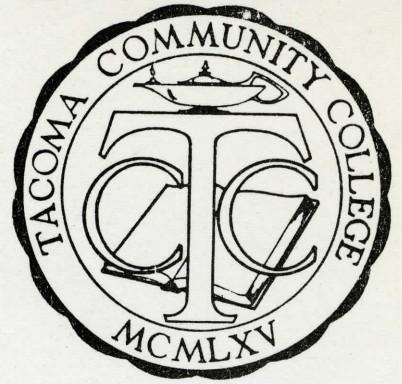
The Director of Student Services is directly responsible to the President and serves on the Administrative Council. He has supervisory and coordinative responsibilities in the areas of: health services, counseling services, testing and study skills services, academic advising, the academic advisory program, student activities, and student discipline. He administers college policy in matters which involve: Selective Service, Vocational Rehabilitation, Veteran's Affairs, student housing information, relationships with local law enforcement agencies (where students are involved) and matters pertaining to the admission of foreign students.

The Director of Student Services presides over the Advisory Council, the Associate Degree Committee and the Food Services Advisory Committee.

In addition to administrative duties in the aforementioned areas, the director of student affairs consults with the Admissions and Financial Aids Officer, the Records Officer and the Athletic Director on attendant student matters.

The salary schedule responsibility factor for this position shall be .250 of the Director's basic position on the schedule.

Tacoma Community College



MEMORANDUM

Date: January 15, 1968
To: All Faculty
From: Tom Ford
Subject: Proposed Position of Evening Program Supervisor

I am pleased to report to you that our long anticipated hope for the expansion of the community service program is proceeding under Bud Schafer's leadership, faster than we dared hope for this year. Even success is not without its problems -- and one attendant to this matter is a demand on Bud's time that is surpassing a reasonable work day. Consequently, the Administrative Council has agreed that we should investigate the possibility of creating a part-time administrative position for evening program supervision. This position, as we see it now, would be established on a one-year trial basis. It will, under our present thinking, include a 1/3 teaching load as well as some responsibility factor on the salary schedule.

If you think you might be interested in such an arrangement, please contact me at your convenience. A copy of the preliminary job specifications is attached.

Supervisor: Evening Program

Hours: 6-10 p.m. Monday through Thursday

Responsibilities:

1. To be the official college representative on campus in the evening.
2. To assist part-time instructors in any way possible.
3. To know what services are available and to disseminate this information.
4. To make final check of facilities for special group meetings on campus.
5. To aid evening students in any way possible.
6. Greet people who just drop in to look over their college.
7. To assist in evaluation of new instructors.

Opportunities:

1. To aid in the planning and organizing of the regular evening program.
2. To aid in the recruitment, hiring and evaluation of part-time instructors.
3. To aid in the development of new programs.
4. To aid in the coordination of cooperative and extension programs.

State of Washington
STATE BOARD FOR COMMUNITY COLLEGE EDUCATION
Olympia

MINUTES OF MEETING

The regular meeting of the State Board for Community College Education was held on Tuesday, December 5, 1967, in the Davenport Hotel, Spokane at 9:30 a.m.

The following members and officers of the Board were in attendance:

Mr. John L. Hagensen - Chairman
Mrs. John Bakke - Vice Chairman
Mr. George Duecy
Mr. L. Evert Landon
Dr. James E. Moore
Mr. H. Avery Peyton
Mrs. Ruth E. Shepherd

The minutes of the November 2 meeting were approved as submitted.

INTRODUCTION OF DIRECTOR

Dr. Albert A. Canfield was introduced to the Board members and to the audience and his appointment as Director of the State Board for Community College Education was announced by Mr. Hagensen. Acknowledgement was made of the help given by Dr. Giles, University of Washington; Dr. Crawford, Washington State University; and Dr. Johnson, Spokane Community College.

MOTION: On motion by Mr. Duecy, seconded by Mrs. Bakke, the College Board approved the recommendation of the Selection Committee to appoint Dr. Canfield as Director at an annual salary of \$27,500.

MOTION: On motion by Dr. Moore, seconded by Mrs. Shepherd, the administrative staff was instructed to include a summary of background material on Dr. Canfield with the minutes of this meeting. (Exhibit A)

Dr. Canfield will be joining the staff on a full-time basis on March 1, 1968.

MOTION: On motion by Mr. Duecy, seconded by Mrs. Shepherd, that Dr. Canfield be appointed as a Consultant for the period of December, 1967, through February, 1968, on a pro rata basis for actual time spent based on his annual salary.

COMPREHENSIVE MASTER PLAN

William Julius, Consultant, and Vern Leidle, Assistant Director, made a progress report to the Board regarding the state-wide master plan. The Board was informed that the community colleges have been requested to submit a preliminary list of capital outlay requirements which will require financing for the 1969-71 biennium.

COLLEGE BOARD AUTHORITY FOR ADMINISTRATION OF CAPITAL PROJECTS

Mr. Tjossem, Assistant Attorney General, had been requested by the College Board to write an opinion regarding College Board authority for administration of capital projects as related to the authority of the Department of General Administration. This opinion was brought to the attention of the Board. Mr. Tjossem concluded in his memorandum that the Boards of Trustees and the College Board are granted expressed authority by the Community College Act of 1967 to conduct and administer the capital outlay program and that Sections 33 and 34 prevail over RCW 43.19.450 (the authority of the Department of General Administration).

RESOLUTION NO. 14-67 PREVIOUSLY ADOPTED

Due to considerable misunderstanding since the adoption of Resolution 14-67 which dealt with the adjustment of administrative salaries, Mr. Hagensen presented the matter for discussion. It was the concensus of the College Board that in the best interest of the college district - State Board relations that the resolution be rescinded.

MOTION: On motion by Mr. Landon, seconded by Mrs. Shepherd, the Board rescinded Resolution No. 14-67 and instructed the staff to communicate with the presidents of the respective boards of trustees explaining the circumstances and asking their cooperation in holding salaries to a reasonable level.

BELLEVUE COMMUNITY COLLEGE - REQUEST FOR CAPITAL PROJECT ALLOCATION

By letter of November 17, 1967, the Board of Trustees of Bellevue Community College District No. 8 requested an allocation of capital funds in the amount of \$5,338,797 (\$3,106,680 state funds) to be used for construction of Phase I of the Bellevue campus.

MOTION: On motion by Mr. Peyton, seconded by Mr. Duecy, the College Board approved Resolution No. 15-67. (Exhibit B)

CLOVER PARK COMMUNITY COLLEGE - REQUEST FOR CAPITAL PROJECT ALLOCATION

Clover Park Community College District No. 11 requested an allocation of funds to cover site survey and payment for architectural services for preliminary planning of Phase I construction of Clover Park Community College. The community college site is to be constructed on a site leased from the Department of Institutions. The College Board directed the staff to request representatives from Clover Park to meet with the Board at its January meeting in the interest of possible renegotiation of the lease because of the 20-year limitation.

MOTION: On motion by Mrs. Bakke, seconded by Mrs. Shepherd, the College Board approved Resolution No. 16-67. (Exhibit C)

ACQUISITION OF FEDERAL SURPLUS PROPERTY

Mr. Leidle advised the Board of surplus federal property available at Point No Point Light Station, Hansville, Washington. The San Francisco Office of the Department of Health, Education, and Welfare having been previously notified of interest in the property by Shoreline, Everett and Edmonds Community Colleges, by telegram on November 8, 1967.

MOTION: On motion by Mrs. Bakke, seconded by Mrs. Shepherd, the College Board adopted Resolution No. 17-67 for the acquisition of federal property. (Exhibit D)

FORMAL ASSIGNMENT OF TITLE OF FEDERAL PROPERTIES.

Mr. Leidle presented resolutions received from the Department of Health, Education, and Welfare regarding formal assignment of title to federal properties occupied by Olympic, Skagit Valley, Big Bend and Clark colleges. These resolutions authorize Mr. Leidle to execute the consent instruments in order to complete the transfer of said properties.

MOTION: On motion by Mr. Duecy, seconded by Mr. Peyton, the College Board approved the adoption of the following resolutions:

No. 18-67	Moses Lake	(Exhibit E)
No. 19-67	Bremerton (.232 acres)	(Exhibit F)
No. 20-67	Bremerton (.848 acres)	(Exhibit G)
No. 21-67	Mount Vernon	(Exhibit H)
No. 22-67	Vancouver	(Exhibit I)

ASSOCIATION FOR HIGHER EDUCATION

Dr. E. Wayne Hall, WEA Staff Consultant, made a brief presentation on behalf of the Association for Higher Education. He discussed with the College Board the teacher certification study that is to be conducted, and requested that members of the Association for Higher Education be involved in this committee.

ENROLLMENT

A preliminary report of fall-quarter enrollments was presented to the Board. This report had been sent previously to the community college presidents and other interested individuals and agencies.

DELEGATION OF AUTHORITY TO THE DIRECTOR

A resolution was presented to the Board for its consideration which would delegate certain of its powers and duties to the Director of the State Board.

MOTION: On motion by Mrs. Shepherd, seconded by Mrs. Bakke, the resolution was tabled by the College Board until such time that the newly appointed Director would have an opportunity to become acquainted with the operation of the office, the provisions of the College Act and the general relationships with other state agencies.

HIGHLINE COMMUNITY COLLEGE - APPROVAL OF LEASE AGREEMENT

By letter of December 1, 1967, Dr. M. A. Allan, President, Highline Community College, requested approval of the College Board for authority to enter into a lease agreement (on file in the administrative offices of the College Board) acquiring lease rights to property known as "Fisherman's Dock" at Redondo, Washington.

MOTION: On motion by Mr. Peyton, seconded by Mrs. Shepherd, the College Board authorized the President of Highline Community College to sign the lease for the property. (Resolution No. 23-67, Exhibit J) Mrs. Shepherd, Mrs. Bakke, and Mr. Peyton voting in favor and Dr. Moore and Mr. Duecy opposed.

ESCROW AGREEMENT FOR LYNNWOOD PROPERTY

Mr. Leidle informed the Board of a letter from the Department of Health, Education, and Welfare confirming conveyance to the Board of property at Lynnwood based on the application of the College Board of August 28, 1967. It being necessary to enter into an escrow agreement to show positive action to begin construction within 18 months.

MOTION: On motion by Mrs. Bakke, seconded by Mrs. Shepherd, the College Board approved Resolution No. 24-67 authorizing Vern Leidle to execute this Escrow Agreement. (Exhibit K)

OTHER BUSINESS

Mr. Robert Leonard, President of the Board of Trustees, Shoreline Community College, was introduced to the College Board. Mr. Leonard advised the Board of an organizational meeting held and a committee established to create a state organization of community college trustees. Mr. Leonard indicated that such an organization would intend to work closely with the State Board for Community College Education.

NEXT MEETING OF THE COLLEGE BOARD

The next meeting of the College Board will be held on January 4, 1968, on the Shoreline Community College Campus.

The meeting was adjourned at 2:30 p.m.

/s/ Norman C. Richardson

Acting Director and Secretary to the
State Board for Community College Education

/s/ John L. Hagensen

Chairman
State Board for Community College Education

State of Washington
STATE BOARD FOR COMMUNITY COLLEGE EDUCATION
Olympia

DR. ALBERT A. CANFIELD

Dr. Albert Canfield is leaving a position as Vice President-Curriculum, Research & Development at Oakland Community College, Bloomfield Hills, Michigan to become the first Director of Community College Education in the State of Washington.

Dr. Canfield's professional experience, in addition to his recent position as Vice President at Oakland Community College, includes four years as Director of University and Scientific Relations with the Bendix Corporation in Detroit, and seven years as Associate Professor, Department of Management, Wayne State University, Detroit.

A prolific writer, Dr. Canfield has contributed extensively to numerous educational and technical publications including the following: Educational and Psychological Measurement, Journal of Applied Psychology, Educational Technology, Educational Screen and Audiovisual Guide, and Higher Education Media Study.

Professional memberships include Education Committee, American Institute of Aeronautics and Astronautics; Sigma Xi; the American and Michigan Psychological Associations; Academy of Management; and the National Society for Programmed Instruction. Dr. Canfield holds a Design Patent and a Mechanical Patent on Acousti/Carrel.

After receiving his Bachelor's degree in Education from the University of Nebraska, Dr. Canfield transferred to the University of Southern California where he earned his Master's degree and Doctorate in Psychology.

Dr. Canfield is a member of the First Methodist Church, the County Board of Directors of the National Foundation (March of Dimes), and is a Board Member of the P.T.A., Royal Oak, Michigan. He is married and the father of three children. Mrs. Canfield and a 14 year old son, Neil, will join him later in the summer. Two other children—a son Michael, 23, and a daughter, Mrs. Thomas Crawford, will remain in Michigan.

STATE BOARD FOR COMMUNITY COLLEGE EDUCATION

RESOLUTION NO. 15-67

A majority of the quorum of the College Board hereby authorizes the allocation of capital funds to Bellevue Community College District No. 8, in the amount of \$5,338,797 for construction of Phase I of the Bellevue campus (of which \$1,106,680 was provided by H.B. No. 207 and \$2 million reappropriated from monies derived from statewide bond issue of 1965). This allocation is based upon competitive sealed bids and consists of the following items:

Construction contract (Cope Construction Company)	\$4,464,456
Alternate No. 1 addition (Business Education and Classroom unit)	375,000
Alternate No. 2 addition (Faculty Core Unit F-4)	57,000
Sales tax	220,341
Balancing of mechanical system	20,000
Construction contingency	150,000
Sewer assessments	48,000
Water connection	4,000
	<hr/>
Total	\$5,338,797

DATED this 5th day of December, 1967.

/s/ John L. Hagensen

John L. Hagensen, Chairman
State Board for Community College Education

EXHIBIT C

STATE BOARD FOR COMMUNITY COLLEGE EDUCATION

RESOLUTION NO. 16-67

A majority of the quorum of the College Board hereby authorizes the allocation of capital funds to Clover Park Community College District No. 11, in the amount of \$31,500 in payment of \$7,500 for a site survey and \$24,000 for twenty-five percent of the architects' fee, computed at six percent of \$1,600,000, the estimated construction cost of Phase I.

Dated this 5th day of December, 1967.

/s/ John L. Hagensen

John L. Hagensen, Chairman
State Board for Community College Education

State of Washington
STATE BOARD FOR COMMUNITY COLLEGE EDUCATION
Olympia

RESOLUTION NO. 17-67

WHEREAS certain real property owned by the United States, consisting of 12.55 acres of unimproved land located adjacent to Point No Point Light Station in the County of Kitsap, Hansville, State of Washington, declared surplus and subject to disposal for educational purposes by the Secretary of Health, Education and Welfare under the Federal Property and Administrative Services Act of 1949, as amended, and rules and regulations promulgated pursuant thereto; and

WHEREAS, the State Board for Community College Education needs said property and can utilize the same for educational purposes for three or more colleges (Shoreline, Edmonds and Everett initially) in accordance with the requirements of said Act and the rules and regulations promulgated thereunder;

NOW, THEREFORE, BE IT RESOLVED that the State Board for Community College Education shall make application to the Secretary of Health, Education and Welfare for and secure the transfer to it of the above-mentioned property for educational use upon and subject to such exception, reservation, terms, covenants, agreements, conditions and restrictions as the Secretary of Health, Education and Welfare, or his authorized representative may require in connection with the disposal of said property under said Act and the rules and regulations issued pursuant thereto; and

BE IT FURTHER RESOLVED that the State Board for Community College Education, Vern V. Leidle, Assistant Director, Administration and Finance, and any state service agency, including, but not limited to the Department of General Administration, be and is hereby authorized for and on behalf of the State Board for Community College Education to do and perform any and all acts and things which may be necessary to carry out the foregoing resolution including the preparation, making, and filing of plans, applications, reports, and other documents, including representations and commitments regarding use and time within which such use shall commence, the execution, acceptance, delivery, and recordation of agreements, deeds, and other instruments pertaining to the transfer of said property and the payment of any and all sums necessary on account of the purchase price thereof or on account of fees or cost incurred in connection with the transfer of said property for surveys, title searches, appraisals, recordation of instruments, or escrow costs.

State Board for Community College Education

Dated this 5th day of December, 1967.

/s/ John L. Hagensen

John L. Hagensen, Chairman
State Board for Community College Education

I, Vern V. Leidle, hereby certify that I am the Assistant Director, Administration and Finance of the State Board for Community College Education; and that the foregoing resolution is a true and correct copy of the resolution adopted by the vote of a majority of the members of said State Board for Community College Education present at a meeting of said Board on the 5th day of December, 1967, at which a quorum was present.

/s/ Vern V. Leidle

Vern V. Leidle

Subscribed and sworn to before me this 18 day of December, 1967.

/s/ James P. Sharpe

Notary Public

EXHIBIT E

State of Washington
STATE BOARD FOR COMMUNITY COLLEGE EDUCATION
Olympia

RESOLUTION NO. 18-67

WHEREAS, certain real property described therein was conveyed by the UNITED STATES OF AMERICA to the Moses Lake School District No. 161 by Quitclaim Deed dated March 27, 1967 and recorded June 9, 1967 in Book No. 25 at Page 182, of the Official Records of Grant County; and

WHEREAS, pursuant to Section 30 of Chapter 8, Washington Laws, Extraordinary Session, 1967, effective April 3, 1967, title to and all interest in said real property vested in the State Board for Community College Education on June 1, 1967; and

WHEREAS, the Washington State Board for Community College Education has acquired and holds the above-described real property upon and subject to the provisions of the above-described Quitclaim Deed pursuant to which said real property was conveyed to its predecessor in interest by the UNITED STATES OF AMERICA; and

WHEREAS, in order to complete the transfer of said real property it is necessary for the State Board for Community College Education to execute a consent instrument, the purpose of which is to provide the formal consent and authorization of the UNITED STATES OF AMERICA to the transfer effective December 5, 1967, of said real property to the State Board for Community College Education in consideration of the agreement of the State Board for Community College Education to faithfully observe and perform all of the provisions of the Quitclaim Deed by which the property was originally conveyed to the Moses Lake School District No. 161 by the UNITED STATES OF AMERICA.

NOW, THEREFORE, BE IT HEREBY RESOLVED that Vern V. Leidle, Assistant Director for the State Board for Community College Education be hereby authorized to execute the consent instrument in order to complete the transfer of the above-described real property originally conveyed by the UNITED STATES OF AMERICA to the Moses Lake School District No. 161.

BE IT HEREBY FURTHER RESOLVED that upon the execution of the instrument, Vern V. Leidle, Assistant Director, shall cause the instrument to be recorded in the Official Records of THURSTON County, Washington.

PASSED AND ADOPTED by the State Board for Community College Education this 5th day of December, 1967, by the following vote:

YEAS: Five

NAYS: None

ABSENT: One

/s/ John L. Hagensen

John L. Hagensen, Chairman
State Board for Community College Education

ATTEST:

/s/ Norman Richardson

Director (Acting)
State Board for Community College Education

EXHIBIT F

State of Washington
STATE BOARD FOR COMMUNITY COLLEGE EDUCATION
Olympia

RESOLUTION NO. 19-67

RE: .232 Acres

WHEREAS, certain real property described therein was conveyed by the UNITED STATES OF AMERICA to the Bremerton School District No. 100-C by Quitclaim Deed dated May 29, 1952 and recorded August 13, 1952 in Book No. 552 at Page 131, of the Official Records of Kitsap County; and

WHEREAS, pursuant to Section 30 of Chapter 8, Washington Laws, Extraordinary Session, 1967, effective April 3, 1967, title to and all interest in said real property vested in the State Board for Community College Education on July 1, 1967; and

WHEREAS, the Washington State Board for Community College Education has acquired and holds the above-described real property upon and subject to the provisions of the above-described Quitclaim Deed pursuant to which said real property was conveyed to its predecessor in interest by the UNITED STATES OF AMERICA; and

WHEREAS, in order to complete the transfer of said real property it is necessary for the State Board for Community College Education to execute a consent instrument, the purpose of which is to provide the formal consent and authorization of the UNITED STATES OF AMERICA to the transfer effective December 5, 1967, of said real property to the State Board for Community College Education in consideration of the agreement of the State Board for Community College Education to faithfully observe and perform all of the provisions of the Quitclaim Deed by which the property was originally conveyed to the Bremerton School District No. 100-C by the UNITED STATES OF AMERICA.

NOW, THEREFORE, BE IT HEREBY RESOLVED that Vern V. Leidle, Assistant Director for the State Board for Community College Education be hereby authorized to execute the consent instrument in order to complete the transfer of the above-described real property originally conveyed by the UNITED STATES OF AMERICA to the Bremerton School District No. 100-C.

BE IT HEREBY FURTHER RESOLVED that upon the execution of the instrument, Vern V. Leidle, Assistant Director, shall cause the instrument to be recorded in the Official Records of THURSTON County, Washington.

PASSED AND ADOPTED by the State Board for Community College Education this 5th day of December, 1967, by the following vote:

YEAS: Five

NAYS: None

ABSENT: One

/s/ John L. Hagensen

John L. Hagensen, Chairman
State Board for Community College Education

ATTEST:

/s/ Norman Richardson

Director (Acting)
State Board for Community College Education

EXHIBIT G

State of Washington
STATE BOARD FOR COMMUNITY COLLEGE EDUCATION
Olympia

RESOLUTION NO. 20-67

RE: .848 Acres

WHEREAS, certain real property described therein was conveyed by the UNITED STATES OF AMERICA to the Bremerton School District No. 100-C by Quitclaim Deed dated December 22, 1949 and recorded April 20, 1950 in Book No. 502 at Page 468, of the Official Records of Kitsap County; and

WHEREAS, pursuant to Section 30, of Chapter 8, Washington Laws, Extraordinary Session, 1967, effective April 3, 1967, title to and all interest in said real property vested in the State Board for Community College Education on July 1, 1967; and

WHEREAS, the Washington State Board for Community College Education has acquired and holds the above-described real property upon and subject to the provisions of the above-described Quitclaim Deed pursuant to which said real property was conveyed to its predecessor in interest by the UNITED STATES OF AMERICA; and

WHEREAS, in order to complete the transfer of said real property it is necessary for the State Board for Community College Education to execute a consent instrument, the purpose of which is to provide the formal consent and authorization of the UNITED STATES OF AMERICA to the transfer effective December 5, 1967, of said real property to the State Board for Community College Education in consideration of the agreement of the State Board for Community College Education to faithfully observe and perform all of the provisions of the Quitclaim Deed by which the property was originally conveyed to the Bremerton School District No. 100-C by the UNITED STATES OF AMERICA.

NOW, THEREFORE, BE IT HEREBY RESOLVED that Vern V. Leidle, Assistant Director for the State Board for Community College Education, be hereby authorized to execute the consent instrument in order to complete the transfer of the above-described real property originally conveyed by the UNITED STATES OF AMERICA to the Bremerton School District No. 100-C.

BE IT HEREBY FURTHER RESOLVED that upon the execution of the instrument, Vern V. Leidle, Assistant Director, shall cause the instrument to be recorded in the Official Records of THURSTON County, Washington.

PASSED AND ADOPTED by the State Board for Community College Education this 5th day of December, 1967, by the following vote:

YEAS: Five

NAYS: None

ABSENT: One

/s/ John L. Hagensen

John L. Hagensen, Chairman
State Board for Community College Education

ATTEST:

/s/ Norman Richardson

Director (Acting)
State Board for Community College Education

EXHIBIT H

State of Washington
STATE BOARD FOR COMMUNITY COLLEGE EDUCATION
Olympia

RESOLUTION NO. 21-67

WHEREAS, certain real property described therein was conveyed by the UNITED STATES OF AMERICA to the Union High School District No. 1 by Quitclaim Deed dated August 16, 1965 and recorded August 19, 1965 in Book No. 348 at Page 304, of the Official Records of Skagit County; and

WHEREAS, pursuant to Section 30 of Chapter 8, Washington Laws, Extraordinary Session, 1967, effective April 3, 1967, title to and all interest in said real property vested in the State Board for Community College Education on June 6, 1967; and

WHEREAS, the Washington State Board for Community College Education has acquired and holds the above-described real property upon and subject to the provisions of the above-described Quitclaim Deed pursuant to which said real property was conveyed to its predecessor in interest by the UNITED STATES OF AMERICA; and

WHEREAS, in order to complete the transfer of said real property it is necessary for the State Board for Community College Education to execute a consent instrument, the purpose of which is to provide the formal consent and authorization of the UNITED STATES OF AMERICA to the transfer effective December 5, 1967, of said real property to the State Board for Community College Education in consideration of the agreement of the State Board for Community College Education to faithfully observe and perform all of the provisions of the Quitclaim Deed by which the property was originally conveyed to the Union High School District No. 1 by the UNITED STATES OF AMERICA.

NOW, THEREFORE, BE IT HEREBY RESOLVED that Vern V. Leidle, Assistant Director for the State Board for Community College Education be hereby authorized to execute the consent instrument in order to complete the transfer of the above-described real property originally conveyed by the UNITED STATES OF AMERICA to the Union High School District No. 1.

BE IT HEREBY FURTHER RESOLVED that upon the execution of the instrument, Vern V. Leidle, Assistant Director, shall cause the instrument to be recorded in the Official Records of THURSTON County, Washington.

PASSED AND ADOPTED by the State Board for Community College Education this 5th day of December, 1967, by the following vote:

YEAS: Five

NAYS: None

ABSENT: One

/s/ John L. Hagensen

John L. Hagensen, Chairman
State Board for Community College Education

ATTEST:

/s/ Norman Richardson

Director (Acting)
State Board for Community College Education

EXHIBIT I

State of Washington
STATE BOARD FOR COMMUNITY COLLEGE EDUCATION
Olympia

RESOLUTION NO. 22-67

WHEREAS, certain real property described therein was conveyed by the UNITED STATES OF AMERICA to the Vancouver School District No. 37 by Quitclaim Deed dated July 20, 1948 and recorded November 12, 1948 in Book No. 452 at Page 468, of the Official Records of Clark County; and

WHEREAS, pursuant to Section 30 of Chapter 8, Washington Laws, Extraordinary Session, 1967, effective April 3, 1967, title to and all interest in said real property vested in the State Board for Community College Education on May 25, 1967; and

WHEREAS, the Washington State Board for Community College Education has acquired and holds the above-described real property upon and subject to the provisions of the above-described Quitclaim Deed pursuant to which said real property was conveyed to its predecessor in interest by the UNITED STATES OF AMERICA; and

WHEREAS, in order to complete the transfer of said real property it is necessary for the State Board for Community College Education to execute a consent instrument, the purpose of which is to provide the formal consent and authorization of the UNITED STATES OF AMERICA to the transfer effective December 5, 1967, of said real property to the State Board for Community College Education in consideration of the agreement of the State Board for Community College Education to faithfully observe and perform all of the provisions of the Quitclaim Deed by which the property was originally conveyed to the Vancouver School District No. 37 by the UNITED STATES OF AMERICA.

NOW, THEREFORE, BE IT HEREBY RESOLVED that Vern V. Leidle, Assistant Director for the State Board for Community College Education be hereby authorized to execute the consent instrument in order to complete the transfer of the above-described real property originally conveyed by the UNITED STATES OF AMERICA to the Vancouver School District No. 37.

BE IT HEREBY FURTHER RESOLVED that upon the execution of the instrument, Vern V. Leidle, Assistant Director, shall cause the instrument to be recorded in the Official Records of THURSTON County, Washington.

PASSED AND ADOPTED by the State Board for Community College Education this 5th day of December, 1967, by the following vote:

YEAS: Five

NAYS: None

ABSENT: One

/s/ John L. Hagensen

John L. Hagensen, Chairman
State Board for Community College Education

ATTEST:

/s/ Norman Richardson

Director (Acting)
State Board for Community College Education

EXHIBIT J

STATE BOARD FOR COMMUNITY COLLEGE EDUCATION

RESOLUTION NO. 23-67

RESOLVED, that the President and Trustees of Highline College be authorized to enter into a lease agreement, as attached hereto, with George E. Hiscox and Geneva E. Hiscox, husband and wife, acquiring lease rights to the property known as "Fisherman's Dock" at Redondo, Washington, until June 30, 1968, with renewal options as indicated.

DATED this 5th day of December, 1967.

/s/ John L. Hagensen

John L. Hagensen, Chairman
State Board for Community College Education

EXHIBIT K

STATE BOARD FOR COMMUNITY COLLEGE EDUCATION

RESOLUTION NO. 24-67

WHEREAS, the State Board for Community College Education is an applicant for certain real property described as the Northwest Relay and Radio Receiving Station, Lynnwood D-Washington - 751 - to be used for the site of the Edmonds Community College; and

WHEREAS, it is necessary that the State Board for Community College Education enter into an ESCROW AGREEMENT with the Department of Health, Education, and Welfare pertaining to the conveyance of said property;

NOW, THEREFORE, BE IT HEREBY RESOLVED that Vern V. Leidle, Assistant Director for the State Board for Community College Education be hereby authorized to execute such ESCROW AGREEMENT.

Dated this 5th day of December, 1967.

/s/ John L. Hagensen

John L. Hagensen, Chairman
State Board for Community College Education

ATTEST:

/s/ Norman Richardson

Director
State Board for Community College Education