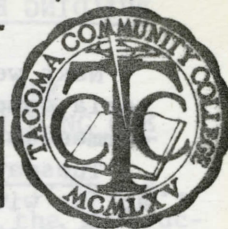


# TACOMA COMMUNITY COLLEGE

# Bulletin



Tuesday, October 28, 1975

Vol. XI, No. 4

## LISTENING/LANGUAGE LAB OPEN IN THE EVENING

The listening/language laboratory in Building One is now open from 6 p.m. to 9 p.m. Monday through Thursday evenings. Weekday hours are from 7:30 a.m. to 4 p.m.

The evening sessions are staffed by a student employee.

The lab is available for use by instructors and students in all disciplines and programs.

Its collection includes recorded lectures, plays, poetry readings and stereo music as well as language exercises and vocabulary skills.

## DON'T FORGET THE BIG DEBATE

There is still room for more contestants in the October 30 Bicentennial Youth Debate which starts at 12:30 p.m.

Mary Gates has all kinds of suggestions for topics and issues in all three areas.

She can be reached in Building One after 12:30 p.m. Tuesdays and Thursdays, or at home at 927-6482.

## TCC COMPUTER COORDINATING COMMITTEE MEETS

The next meeting of the TCC Computer Coordinating Committee will be Friday, November 7, starting at 1:30 p.m. in Building 17.

The first meeting of the group was held Friday, October 17. They discussed the possibilities of acquiring a computer terminal for instructional purposes.

Those attending the first meeting were: Paul Jacobson, Joe Kosai, Gary Sigmen and Ed Zimmerman.

It was decided to explore the costs of terminals connected to either WSU, EWSC or TESC and their respective computer service centers.

Ed Zimmerman writes:

"There is also a need to better identify potential users and uses of the computer terminal.

"If you are interested in the possibilities which a computer could provide to you in the classroom, let one of the above people know of your interest.

"Better yet, come to the next meeting of the TCC computer coordinating committee, Friday, November 7."

SPECIAL GOODIES AVAILABLE IN  
BUILDING ELEVEN

Next week's specials at the cafeteria compose a collection of commendable comestibles.

Tuesday, Oct. 28--Hamburger dip au jus with tossed salad, \$1.19.

Chip steak sandwich with cheese, 85¢.

Wednesday, Oct. 29--Baked lasagna with tossed salad and roll, \$1.09.

Ham and Turkey sandwich with potato salad, \$1.19.

Thursday, Oct. 30--Hot beef sandwich with mashed potatoes, \$1.09.

Breaded veal on a bun, 69¢.

Friday, Oct. 31--Baked tuna and noodles with tossed salad, roll and butter, \$1.19.

Fishburger, 69¢.

(Editor's note: You can't beat those prices!)



NURSING CAPS AVAILABLE

The nursing caps are now available in the Bookstore, Building 6, for those who need them.

CALL IN ADVANCE FOR SPECIAL  
FILM SHOWINGS

Instructors are asked to call the AV department at Ext. 5095 in advance to make arrangements for special film showings for individuals from their classes.

Media specialist Nick Huddleston has calculated that, in film wear alone, the average cost of a film showing is three dollars.

That amount does not include the cost of staff time, machine wear or bulb replacements.

Doreen Amoroso explains:

"Although one of Nick's major objectives is to facilitate individual access to learning resources in various media formats, he and his staff cannot cater to students whenever they fail to attend scheduled class showings.

"For this reason, it will be the AV policy henceforth that re-play requests should be authorized by an instructor or appropriate staff member.

"If you feel that it is important that a student see a film, the AV department will try to accommodate, plus consider the cost in judging the importance."

### AV DEPARTMENT WOULD LIKE IDEAS FOR FUTURE PURCHASES

Nick Huddleston in the AV department would like to hear from faculty and staff members so that he can update the department's consideration file of instructional needs for AV materials.

An up-to-date list of requests would assist in the estimation of future budget needs as well as contributing useful information for the Executive Committee's work this year in assessing priorities for purchase from the special instructional equipment list.

He would like specific information when possible, identifying the materials, the programs they will be used in, the cost, and your estimation of their importance.

The same information should be supplied to the department and division chairmen.

### FLU VACCINATION RE-SCHEDULED FOR OCT. 31

Members of the TCC community have another chance to vaccinate themselves against "the bug."

October 31, between 9 and 11 a.m. and 1 and 4 p.m. the flu vaccine will be available in the Health Services Center, Building 5.

The second vaccination day was set up because many people were not able to get the vaccine on the appointed days, and because the notice went out late to the students.

### MEETINGS SCHEDULED FOR THE JOHN H. BINNS ROOM, BUILDING ONE

Tuesday, October 28, 2:30 p.m., Executive Committee of the Instructional Council.

Wednesday, October 29, 11:30 a.m. to 12:30 p.m., Asian-American Club.

2:30 p.m. to 4:30 p.m., General Education Advisory Committee.

Thursday, October 30, 3:30 p.m. to 6 p.m., Friends of the TCC Library.

7 p.m. to 9 p.m., Medical Records Technicians Association meeting.

Friday, October 31, 9 a.m. to 10 a.m., Student Services staff meeting.

### TCC STUDENT MAKES DEBATE FINALS

Crystal Czarnecki broke into the final round in impromptu speaking at the annual Logger-Collegiate Forensic Tournament held at UPS October 17 and 18.

She ranked first and second in her preliminary rounds in impromptu speaking and placed fourth over all in that event.

This was Crystal's first competition as a TCC debater. She also participated in oratory and debate.

Vincent Stewart was her debate colleague. He also competed in editorial commentary and expository.

WHAT TCC PEOPLE ARE DOING

DICK SPANGLER is travelling around the country these two weeks for the Addison-Wesley Publishing Company. He will be talking about math labs, TCC's specifically, and the concept general to educators in New York City, Philadelphia, Denver and Chicago.

FRANK WITT will be teaching the officiating of girls' and women's basketball during a special series of classes which starts Monday, November 3.

If you are interested in the classes, held in the TCC gym from 7 to 10 p.m., sign up at 6:30 p.m. the first day. Classes will be Nov. 3 and 4 and Nov. 10 and 11.

ACCOUNTING STUDENTS DO WELL

In spring 1975, a number of TCC's first-year accounting students took part in the 1974-75 American Institute of Certified Public Accountants accounting testing program.

Forty TCC students, tested as an additional part of the program, scored at the 65th percentile, which was eleven points higher than the four-year school average and fifteen points higher than the community college average.

The test was prepared and scored by the AICPA. It was administered in 154 universities, four-year and two-year colleges throughout the nation.

OFF CAMPUS NEWS OF INTEREST

The Citizens Affirmative Action Council at 2502 Tacoma Avenue So. has a resource library which includes federal, state and local government publications and information on laws for minorities, women and handicapped. 383-1761. Hours 8 a.m. to 5 p.m., Monday through Friday.

National Secretaries Association Washington-Evergreen chapter will be meeting November 8 from 9 a.m. to 5 p.m. at the Bellevue Greenwood Inn. Contact Phyllis Mullikan, 655-4044, 284-2962.

Dorothy Jongeward, seminar on transactional analysis. Wednesday, November 5, Everett Holiday Inn, Thursday, November 6, Renton Sheraton Inn. Contact 924-0180.

JOBS AVAILABLE

Check the bulletin board in the Administration Building, 14, for further information.

Assistant principalship, Kent Meridian Senior High School, closing date November 1.

Coach physical development and performance, Bellevue Community College, November 15 closing date.

Instructor of English, Bellevue Community College, closing date November 11.

Instructor of Geography, Bellevue Community College, November 17 closing date.

Instructor, individual development, mathematics, Bellevue Community College.

Everett Community College,  
Counselor, closing date, November 21.

Instructor, dental hygiene program, Clark College, closing date December 1.

## GRASS IS SLIPPERY

Now that the weather is turning mushy, members of the TCC community should keep to the walkways.

The grass is slippery.

## OPERATION STAFF MEETING

### AGENDA

#### I. ACTION ITEMS

- A. College Operational Budget for 1975-76 (Stevens/Call)
- B. Budget Calendar for 1975-76 (Stevens/Call)
- C. Campus Facilities Report for SBCCE (Gangnes)
- D. Faculty Travel/Professional Meeting Requests (Jacobson)
- E. Students with NSF Checks on File Attending Class (Lathrop)
- F. Conversion of some Continuing Education Courses to Non Credit
- G. Vendor Selection for Signs Estimate
- H. Administrative Salary Schedule Study Committee
- I. Telephone Usage Study
- J. Copy Machine Usage Study
- K. Insurance Premium Item
- L. Cost of Accrediting Team Visit
- M. Food Services Management Consultant
  1. Schedule of Activities
- N. Planning and Development
  1. Bookstore Project
  2. Parking for Building 19
  3. Movement of 5A
  4. Review Black Binder

#### II. DISCUSSION ITEMS

- A. Acoustics in Lecture Halls
- B. Registration Process
  1. Appointments
  2. Bio Room Approach
- C. Advisement Process (faculty feelings)

Operational Staff  
Agenda - Page Two

- I. Drop-Add/Late Registration Procedures
- J. WACC Committees, membership on
- K. Classified Staff Meeting - Offer by Les Cathersal
- L. FTE Counts for McChord, Purdy, Continuing Ed, McNeil Island, ABE, High School Completion, Need for Reassessment
- M. Operational Staff Objectives for year, use of forms
  - 1. Subordinates to Operational Staff, use of forms
- N. Need for Faculty Professional Rights and Responsibilities Committee
  - 1. Faculty Smoking in Classrooms
  - 2. Parking Violations
  - 3. Use of Desk Copies - Buyback
- O. Alternative Education Practices, review of
- P. Action items (3 days turnaround) (transparencies unless specified)
- Q. TCC Downtown Extension Center
- R. High School Completion Program
- S. TCC Downtown Information Center
- T. Long Range Planning
  - 1. Educational Program
  - 2. Facilities

III. INFORMATION ITEMS

- A. WACC Operating Budget Committee Minutes
- B. WACC President's Letter
- C. Amoroso Memorandum Re: Periodicals
- D. Budgeting Programs for Future Use
- E. Faculty Staffing Ratio Summary Report
- F. Formula Review Task Groups
- G. James O'Toole Article - Required Reading
- H. City College, Impact on TCC

OTHER

JOHNSON

TACOMA COMMUNITY COLLEGE  
MEETING

Executive Committee of the  
Instructional Council

Tuesday, October 28, 1975 - 2:30 p.m.  
John Binns Room

AGENDA

New Business

A. New Course Proposals:

Designation, Title, Degree Distribution, Frequency

1. Emergency Medical Care III (2), Emergency Medical Technician - Refresher, Technical (Cont. Ed.), Occasional

(Description: A 20-hour refresher training course required for recertification as Emergency Medical Technician/Ambulance in the State of Washington.) Cost: -0-

2. Economics 211 (5), Survey of Economics, Soc. Science, F-W-Sp-Su

(Description: A one-quarter, general survey of economics designed specifically for non-majors. Includes such topics as effects of government taxation and spending, operation of the market system, operation of the central bank and money supply, monopolies and their effects. Special emphasis on current issues in economics. No prerequisites required.) Cost: Text - \$7

3. Medical Records Technology 132\*, Medical Terminology, Technical (Occ. Ed.), Spring

(Description: The course includes instruction and practice in identifying, defining and spelling terms related to systemic disorders, geriatrics and psychogeriatrics, oncology, anesthesiology, physical therapy, therapeutic radiology, nuclear medicine and clinical laboratory tests. Recommended for Medical Records Technology and Medical Secretary students. Required for Medical Transcriptionists.) Cost: -0-

4. Medical Records Technology 142\*, Advanced Medical Transcription, Technical (Occ. Ed.), Spring

(Description: A specialty course in medical transcription for persons enrolled in the Medical Transcription, Medical Records Technology or Medical Secretary programs. The course includes instruction and practice in transcribing from actual dictation belts. In addition, the student will spend 80 hours (ten 8-hour days) in clinical experience at one of the hospitals participating in the program.) Cost to student: \$2.00 for supplies.

5. Nursing 221\* (1), Current Diet Therapy, Technical (Cont. Ed.), Occasional

(Description: This course will emphasize recent advances in dietotherapy and will relate this to modified diets currently in use and will involve theoretical application of principles of diet modification. The Pierce County Diet Manual is covered in this course.) Cost: Supplies (film) - \$5.00; Cost to student: Text - \$2.50

## ROOM SCHEDULE FOR OFF-CAMPUS ORGANIZATIONS

TUESDAY, OCTOBER 28 THROUGH FRIDAY, OCTOBER 31

### TUESDAY, October 28

|                                      |                    |               |
|--------------------------------------|--------------------|---------------|
| Students International<br>Meditation | 12:30 pm - 4:30 pm | Building 15-3 |
| W.S.U. Student Teachers              | 4:00 pm - 5:30 pm  | Building 18-1 |
| Tacoma Pierce Co. Realtors           | 6:30 pm - 10:30 pm | Building 10-1 |

### WEDNESDAY, October 29

|  |                    |               |
|--|--------------------|---------------|
| Students International<br>Meditation       | 12:30 pm - 4:30 pm | Building 15-3 |
| Karate Club                                | 3:00 pm - 5:00 pm  | Mat Room      |
| Officiating Class for<br>Girls' Basketball | 7:00 pm - 10:00 pm | Gym           |
| Transcendental Meditation                  | 7:00 pm - 10:00 pm | Building 18-1 |
| Coast Guard Seminar for<br>Instructors     | 7:00 pm - 9:30 pm  | Building 12-1 |

### THURSDAY, October 30

|   |                   |               |
|---|-------------------|---------------|
| Tacoma Pierce County Board<br>of Realtors | 6:30 pm - 9:30 pm | Building 10-1 |
|---|-------------------|---------------|

### FRIDAY, October 31

|                  |                    |             |
|------------------|--------------------|-------------|
| Scottish Dancing | 6:30 pm - 10:00 pm | Mirror Room |
|------------------|--------------------|-------------|