

# TSO Curriculum Committee Minutes

## Jan. 23, 2015

- I. The meeting was called to order by Kathy Shoemaker at 10:30
- II. Attendees: Bob de Michele Carol DeCoursey, Fred Frederickson, Tim Hay, Jay Hurwitz, Arlene LaTurner Carole Maynard, Jim Maynard, Nancy Rogers, Kathy Shoemaker, Chris Steele
- III. Minutes of January 9 meeting were approved
- IV. Old Business
  - a. Chuck was absent so there were no updates regarding the following items:
    - i. Recording of meetings
    - ii. Public access to TSO email info/Instructor information
    - iii. Results of investigation regarding how to inexpensively obtain info to contact individuals by phone or email
  - b. Jim and Bob-Student Survey Status: Angela has approved the survey and submitted it to Kintea and Radhika requesting approval to distribute via SurveyMonkey.
  - c. Jim-Student Activity Fee Status: a question regarding the willingness of TELOS students to pay a fee as part of class registration will be asked as part of survey. It was agreed that it would be inappropriate to ask for additional funding from other BC students.
  - d. Jim & Carole-Consortium/Osher Status: On hold—Angela asked Jim to draft a letter to Osher regarding possible funding. At this time per their website, Osher is accepting letters of interest only. Chris assembled some information regarding the history and demographics of TELOS. Jim is preparing for Spring Quarter’s class on the Middle East and has not had time to prepare the draft. The Consortium is on hold until a response from Osher is received.
  - e. Kathy:
    - i. Class Preview Meeting March 13 from 1-3pm. The Curriculum Committee will need to provide help in setting up & tearing down the room. Carol DeCoursey, Carole Maynard, Arlene La Turner have tentatively volunteered to help.
    - ii. Business Cards—the Marketing Committee is looking into designing and printing generic TSO cards. TSO cannot use the BC card template. Kathy will investigate whether other student organizations have business cards and what are official restrictions.
    - iii. The practice of alerting other committee members via email regarding what they have done to recruit new instructors prior to the next meeting should continue.
    - iv. From discussion during meeting, the following items to be discussed with Angela:

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1. TSO CC to create liaison relationships with CRI, LLC, Osher, North Seattle CC, etc.
2. Class cancellation prevention
  - a. email to notify *all* TELOS students regarding possible class cancellation
    - i. Some committee members did not receive the email
  - b. Notification of go/no-go decision date
  - c. 3-4 CC members work with instructor who may know people who would want to attend
  - d. Identify students who have attended similar classes in the past and let them know that new class on the subject is available
3. Class size
  - a. Number of classrooms available for TELOS classes
  - b. Minimum number students required for a class to 'go'
  - c. New instructors:
    - i. Some flexibility for first time class
    - ii. 2<sup>nd</sup> class make it on own
  - d. Kristi Busch's classes—early session standing room only—conduct classes in smaller room
  - e. Limit class size to 20 so instructors can repeat classes
4. Instructor feedback process
  - a. When end-of-quarter instructor feedback is available
  - b. Instructions for reviewing online
  - c. Can instructors look at feedback/comments prior to submission to Front Desk
  - d. Is it possible to contact people who drop class and find out why
5. Instructor performance issues:
  - a. How does BC Administration become aware of performance issues?
  - b. What does BC Administration tell instructors in jeopardy?
- f. Recruitment of instructors for Summer/Fall Quarter 2015—pending per decision regarding creating liaison relationships.
  - i. Kathy
    1. Dr. Stephen Bezruchka—global public health and how country's economy impacts healthcare

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2. City of Bellevue Julie Ellenhorn, is interested in teaching the class *Bellevue Essentials* for TELOS
  3. Holocaust thru 10 artifacts
  4. Science of sports
  5. Women of the ancients—Socrates wife—
  6. Geology of water—potential instructor does not want to conflict with current Geology instructor—
  7. Opera—Theodore Deacon—
  8. Potential *Art Crime* instructor, Rebecca Albiani, has advised that North Campus is too far to drive—
  9. Potential instructor from Center for Urban Horticulture, Cindy Riskin
  10. Modern Mexican History
  11. Connect with Lifetime Learning Center's (Lake City) Bill Taylor regarding potential teachers
  12. Gerri Haynes's husband may be interested teaching about hospice/end of life care--
- ii. Carol:
1. Ken Dammand, Fix Democracy First; Angela will send form
- iii. Chuck: (Absent so no updates)
1. David Domke, Chair of U of W Department of Communications,
  2. The Washington Coalition for Open Government
  3. Sam Reed
- iv. Cindy: (Absent email update)
1. Ralph Munro Seminar for Civic Education is a panel discussion often held at Western Washington University. Example of program is available:  
Western Washington University Live Events  
<http://www.ustream.tv/recorded/53691645> (October 7, 2014 at 10:08 am)  
This should be referred to TSO Events Committee.
  2. Cindy has been in touch with the legislative aides from the two representatives and State Senator about coming to Bellevue College North and there is interest but need to confirm dates. In addition, not yet certain about whether it would be an event or part of a course in which some former justices would also be part of a panel. Our two Representatives are Democrats and our State Senator is a Republican so it would be bipartisan
  3. Will check with David Nicandri, former Washington State History Museum Director, regarding potential instructors
  4. Flower Arranging

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v. Fred:

1. Senior lawyers partner to come in and talk on different topics for 8 weeks. Explore possibility of them getting Continuing Legal Education credits. Once the lawyers have completed planning for their May 1 seminar, Fred will pursue possible class. If class does not work out, it may be possible to offer a symposium.

vi. Nancy Rogers:

1. David Smith may offer a class on the Philosophy of Sports
2. Another possible source: Washington Humanities Program speakers

vii. Carol

1. Winston Brill
2. Water management/hydrology

viii. Chris: no further action until liaison issue addressed

1. Alfred Hitchcock
2. Bananas
3. Bellevue Police Academy
4. Danish Crime Novels
5. Dinosaurs
6. Econ
7. EU update
8. Israel & Palestine thru film
9. Music-American/Classical

V. New Business

a. Diversity of Instructors

- i. Nancy: Spring quarter Sufism class will include a guest discussing the poetry of Rumi.

VI. Next meetings: February 13 & 27.

Reminder: Schedule for class submissions to Angela (*dates are approximate*):

- a. Summer Qtr. 2015 July 1- August 27. Course submissions due Mar. 1.
- b. Fall Qtr. Sept. 22 – Nov. 19. Course submissions due May 22.
- c. Winter Qtr. 2016 Jan. 5 - Feb. 26. Course submissions due Sept. 5.

Coffee tea and politics main campus