

TSO Council

Minutes of meeting on October 19, 2016

Present: President Edie Heppler, Treasurer Arlene LaTurner, Secretary Jordan McCabe, Chris Steele, Brian Leyton, Steven Denison, Diane Kester, Nellie Spruch, Jerry Harkleroad, Jim Cushing, Joanne Gainen

Absent: Tom Westman, Chuck Kimbrough, Virginia Binder

Guest: Kathy Shoemaker

Meeting called to order by President Edie Heppler at 3:45 p.m.

September minutes were adopted by consensus.

President's Report by Edie Heppler

The Strategic Planning Committee has met with members of Bellevue College Administration responsible for disbursing Bellevue College Foundation-TELOS designated funds for various purposes. (See Jim Cushing's report below.)

Angela Young has announced that she is resigning as Manager of the TELOS Program for personal reasons. Her last day is November 1. At this time, there is no information regarding her replacement.

Faisal Jaswal will continue in his role as Assistant Dean of Student Programs for another couple years. This is good news as Faisal is a strong supporter of both the TELOS Program and the TELOS Student Organization.

Chris Steele was asked to represent the TELOS Program at the opening ceremonies for the new Bellevue Boys' & Girls' Club. Starting Winter Quarter 2017, TELOS is planning on offering three classes at this site. There are two classrooms available. At this point, neither room has audio/visual capabilities and there are no blinds so instructors will need to adjust accordingly.

Secretary's Report by Jordan McCabe

We could use some bigger rooms for Coffee & Wisdom and seminars. The November 4 C&W, for instance, has over 90 applicants. Council offered suggestions for accommodating more participants:

- The curriculum committee will discuss incentives for C&W speakers to consider repeat presentations.
- Main campus is not plausible. It has large rooms but difficult parking arrangements for our population.
- Renting space at the Bellevue Community Center, Redmond Senior Center, or the VFW hall was suggested, but deemed too pricey.

Treasurer's Report by Arlene LaTurner

No financial updates from the college

The current TSO balance is \$10,151.52.

We expect a \$2,000 expenditure for the Christmas party.

Arlene spoke to Mike at the front desk about getting receipts for funds collected at events, etc. Arrangements should be made with Mike. His hours are 8-4 on Tuesday, Thursday and Friday. His direct line is 425-564-3096.

Committee Reports

Curriculum: Chris Steele

Six Activities are planned for the upcoming months:

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| 11/29 | Henry Bohne: "Destroyers, A thru Zumwalt" |
| 12/1 | TSO Instructors Discuss Current Political Situation |
| 12/2 | Cindy Hamilton Healthcare Quality Programs |
| 12/7 | Dr. Heywood What is A-Fib? |
| 12/8 | Holiday Party |
| 12/13-14 | Alessandro Seminars Syria and the Arms Trade
Fundraiser: \$15 per day |
| 12/15 | Perspectives on Politics, Policies, Budgets ... and
McCleary |

Since the schedule for meetings has become more routine, it was agreed that Council/Committee/Club meetings should be on same day each month, i.e., second Friday. Chris will continue to coordinate with Laurie Philips.

Marketing: Joanne Gainen

A new ValPak ad will be mailed on November 29 for downtown Kirkland and the more densely populated area of Woodinville. Enrollment in TELOS classes increased by 54 after the last delivery and was attributable, at least in part, to that mailing. Depending on success, TSO may try new zones for ValPak ads.

There's a TELOS poster at Gilbert's on Main in Downtown Bellevue. Edie will be investigating BCCE's use of posters and report at the next meeting.

New students frequently check the boxes indicating that they may be interested in participating on various committees on the contact authorization form but then don't respond to the committee chair's email inviting them to join. It is up to each committee chair as to the number of contact overtures to make to potential participants.

The new TSO Brochures are almost done and should be available for Winter Quarter distribution.

Events: Jerry Harkleroad

This year's Holiday Party is on December 8 at the VFW Hall. VFW Hall can accommodate 96 people; we may be able to add another 16 for a total of 112. Since Jerry will be out of town, Steve Denison will lead this

Jerry's budget for the event is \$2,820.

Costs:

- \$480 facilities rental paid in October plus \$500 refundable deposit paid in May
- Susan Megan, caterer for August picnic, will charge \$20/attendee

If all attendees donate \$10/person as requested, TSO would raise \$1,000 to contribute to the costs of this event.

If sign-up goes over 110, we can rent more tables and chairs at additional expense.

Strategic Planning: Jim Cushing

Members of the Strategic Planning Committee have had two meetings with the Bellevue College Foundation staff. The Foundation is a 501C3 organization (i.e. donations are tax deductible). It's important that TSO becomes comfortable working with the Foundation. They have around \$6 million in the Foundation account. In the past, donations have been made to a TELOS subaccount at the Foundation. To potential donors, the Foundation has seemed reluctant to both distribute the TELOS designated funds and reveal the criteria for distribution. As a result, no donations have been made to the TELOS account for some time.

The committee is working with Faisal and BC staff to clarify the process for releasing funds for various needs of the TELOS Program and its students. This could include scholarships for TELOS students for whom tuition is a financial burden. If a satisfactory agreement is reached, TSO would initiate/support donations to the account and perhaps some fundraising activities.

On October 27, a second meeting is planned with Edmonds Community College's Creative Retirement Institute (CRI) to discuss issues of mutual interest. Edmonds/CRI also has a Foundation like Bellevue College/TELOS. They have more flexibility about getting donations and using the funds.

We should request instructor raises through BCC, rather than spending TELOS funds.

TELOScope Committee: Chris Steele

Randy Buehler has resigned as head of the TELOScope committee.

Next TELOScope publish date is November 1, 2016.

Council discussed doing an article in a future edition about Angela Young's contribution to TELOS.

Old Business

Scheduling:

Committee meetings may not be scheduled during class time.
Club meetings cannot conflict with committee meetings.
Club times can conflict with other clubs.

New Business

Cards: Chris received emails from the early Views of the News group. Several people from that group are seriously ill. Sandi Mendendorp has agreed to investigate the printing of generic TSO cards to be used by TELOS students as they deem appropriate. In the meantime, some donated 'all occasion' cards are in the TSO mail folder. Once the new cards are available, an announcement will be made about their availability. Virginia will coordinate with class hosts.

Student complaints about instructors: if a student withdraws from a class due to instructor issues or if students are frustrated about a class with no structure, they should be referred to BCCE staff. The instructors have access to their evaluations; students do not.

Possible Trip to Spain: Kristi Busch has put together an itinerary for September 2017; \$5,500 for 15 days for 12 people. This issue was tabled until next meeting, because most council members had not read the e-mail about this trip.

The Meeting adjourned at 5:10 p.m.

Respectfully Submitted,

Jordan McCabe, Secretary