

TSO COUNCIL MEETING MINUTES

Wednesday, May 20, 2015, Room 1118, 3:20-4:59 p.m.

Council members present: Virginia Binder, Jerry Harkleroad, Tim Hay, Ruth King, Mark Kiviat, Penny Rathbun, Kathy Shoemaker, Bev Vernon, Mona Zimerman

Council members absent/excused: None

Not present: Angela Young, TELOS Program Manager & TSO Faculty Advisor

Other TSO guests present: Edie Heppler, Chuck Kimbrough, Dee Koger, Chris Steele

The meeting was called to order by the president, Mona Zimerman, at 3:20 p.m. All council members were present. The faculty advisor was absent and excused.

The minutes of the 4/15/15 Council Meeting were approved by consensus.

Officers' reports:

President – Mona Zimerman – No report.

Vice President – Tim Hay – No report.

Secretary – Bev Vernon – No report.

Treasurer – Ruth King gave the following report.

TSO Beginning balance, 4/1/2015		\$4164.57
Revenue:		
	No revenue	\$.00
Total revenue & previous balance		\$4,164.57
Expenses:		
	3/15-Copying	\$ 21.00
	BC Planetarium	150.00
Total expense		(\$171.00)
TSO Closing balance, 5/1/2015		<u>\$3993.57</u>
Payments pending		
	Cushing-Coffee & Wisdom cups	\$ 100.00
	Summer picnic Botanical	
Proposed expense	Garden Park	140.00
Proposed expense	Summer picnic, food/drink	400.00
Total payments pending		<u>\$640.00</u>

	Expenses	TSO Mktng Fund
TSO Marketing Committee Fund		\$1000.00
Marketing Fund Allocation		
Proposed expense	Business cards-CSteele	15.31
Proposed expense	Mugs for future C&W-EHeppler	200.00
TSO proposed Marketing Fund Bal.		<u>\$215.31</u>

Faculty Advisor's report – In Angela Young's absence Virginia Binder reported the following.

- At this early date, summer quarter registrations are at 154; total summer quarter registrations last year were 229, so it looks like this year will surpass last year. Views of the News with John and Russian History with Edo Ziring are both already closed.
- A new central system for reserving rooms will begin fall quarter. The system will be coordinated on main campus. A suggestion was made that people at North Campus should be able to go online to check for available rooms, as is currently being done on main campus. More information will soon be available.

Announcements

- Penny Rathbun, Marketing Committee Chair, announced that she would be moving to Texas on June 6.
- Penny paid tribute to Mona for bringing to the TSO Council a year of quality service with the establishment of structure and stability via the bylaws, standing rules and Roberts Rules of Order even under some difficult

circumstances. Penny also expressed her gratefulness to TELOS and the TSO for the leadership and teaching opportunities she has received. She predicted that the next council would be confronted with a different set of circumstances and recommended that people be open-minded and avoid gravitating toward organizational politics.

3. Mona thanked Penny for her service and support on the current and previous TSO councils, for her willingness to chair the Marketing Committee, assemble the Telescope publication and to perform as photographer. Dee Koger also eulogized Penny with praise and appreciation for the way she conducted her theater classes. The council thanked and applauded Penny for her contributions.

Standing and Special Committee reports

Curriculum Committee – Kathy Shoemaker, Chair, gave the following report.

1. Instructors who are currently teaching at Edmonds CC have designed their curriculum in four week, two hour classes. Some of these instructors may be considering also teaching for TELOS. Angela is working with them to find a way to adapt their courses to the TELOS format.
2. The assumed deadline for TELOS instructors to submit their courses for fall quarter is past and several instructors are concerned about not having been notified about this date. The TELOS office is working on an extended deadline.

Marketing Committee – Virginia Binder reported for Penny Rathbun, Chair.

1. The Overlake Hospital Senior Fair took place successfully on Sat., 5/16, from 10 a.m. to 3 p.m. at Westminster Chapel of Bellevue. A request will be made to the organizer for next year to lower the volume of music and/or move the amplifier away from the TSO exhibit. It was hard to talk over the music.
2. TSO business cards – Chris received the cards and has distributed them.
3. Coffee & Wisdom –What is our aim in holding these special lectures/presentations? To simply have a robust TSO sponsored TELOS program, or to attract new students to TELOS courses? Reservations for most of the presentations fill within two days of the TSO announcement. TSO membership has tripled as a result of the organized notification and reservation system for these inspiring presentations. General BC-TELOS student body members who are not on the TSO contact list however do not receive the notices. Angela has just sent an email to all BC-TELOS students about the next C&W presentation. It will be interesting to see how many people who are not already in the TSO database respond.
4. TSO website -- Webmaster, Virginia Binder, has designed a SurveyMonkey that will soon be sent to TSO members. According to BC's IT department, the TSO website is receiving more hits than any other BC student website.
5. Posters about TELOS/TSO happenings, 11X17 in size, will be delivered to approximately 50 locations.
6. Marketing Positioning Paper – Jim Cushing will work with BCCE Marketing to co-develop a positioning paper with the TSO Marketing Committee that will serve as a template for future marketing activities. This item has been tabled temporarily.
 - a. Promotional items could include a thumb drive and/or lanyard with TELOS logo.
7. Branding -- Each of the TSO special presentations are currently being sponsored by one of our three committees and could be "branded" separately by the appropriate committee. Currently, the suggested division of labor between the committees regarding these events is as follows:
 - a. Single session lectures, (Coffee and Wisdom), are the responsibility of the Marketing Committee.
 - b. Mini-Seminars, (two or more sessions which take place between quarters) are the responsibility of the Curriculum Committee.
 - c. Other events and regularly scheduled meetings (Book Club, Movie Club, Great Decisions) are the responsibility of the Events Committee.
8. Telephone Committee -- Tim Hay is chairing this committee and phoning all TSO members who do not have email access (approximately 8) to notify them of special presentations and events.
9. TELOScope – This publication needs a new editor because Penny is moving.

Events Committee – Jerry Harkleroad, Chair, reported the following.

1. Planetarium – With the help of Ron Hobbs, this event went well on Friday, May 15. Of the 60 reservations, 56 attended.
2. Elections for TSO Council for the July 2015-June 2016 term – With one voting day remaining, Thursday, 5/21/15, 88 ballots having already been received, we were notified that our voting mechanism would need to be relocated because the BC Board of Trustees would be visiting North Campus that day.
3. Economics discussion club – An organizational meeting is scheduled for Fri., 5/22/15.
4. Movie discussion club – An organizational meeting is scheduled for Wed., 6/3/15, 10:30 a.m.-12:00 p.m.

5. Summer lectures, presentations and considerations:
 - a. Alessandro Regio lecture possibilities – He is available to do a series during the weeks of July 12, 20, and/or 27. These dates conflict with regular TELOS summer quarter classes, but Angela has encouraged us to proceed, because the lectures are such a good educational opportunity. Alessandro suggests controversial and values-based topics that would challenge people’s ideas about making changes in their thinking, e.g., abortion, Benghazi, earned income, how young people learn in our current higher education structure, etc. He would like to send readings ahead of time to frame the conversations. Eight different topics could be covered with lectures each morning and afternoon over four days, or any variation of this plan. Either or both TSO Curriculum and Events Committees may coordinate these lectures or a subcommittee assigned to do so. Attendees of Alessandro’s previous series could be solicited for topic ideas.
 - i. Alessandro graduated in May from the Monterey Institute of International Studies and has been accepted into a Ph.D. program in Switzerland starting this fall. He mentioned needing financial help toward his future studies. There is some question if he meant developing a fund outside of the normal earnings for the lectures. Bill Stephens will write a letter of recommendation on Alessandro’s behalf. The window of time for receipt of this letter is limited. Charges for the lectures would probably need to be separate from any contributions solicited for his education.
 - b. Geoff Garrett, of Byrd-Garrett, Estate Planning/Elder Law, is scheduled to offer a two-session mini-seminar on Tuesday, June 9, 10:30 a.m. to 12:00 noon (basic estate planning), and Thursday, June 11, 10:30 a.m. to 12:00 noon (long term care and asset protection).
 - c. Brian Sonntag, former Washington State Auditor for five terms (1993-2013), is scheduled to offer a mini-seminar on Wednesday, June 17, 10:30 a.m. to 12:30 p.m. and Tuesday, June 23, 10:30 a.m. to 12:30 p.m. The topics will be “The Role of the Auditor in Keeping Government Accountable to the People”.
6. Summer picnic – It is scheduled for Thursday, August 6, 11 a.m. to 2 p.m. at the Bellevue Botanical Garden Visitor’s Center. Cindy Coopersmith is co-chairing with Jerry. Food to be served is hamburgers and hotdogs barbecued by Jerry, chips, soft drinks, and something else; refrigeration is available. Five docents will be available to give garden tours until 3 p.m. Cindy’s nephew’s three-piece jazz band will play. Facility rental is \$35/hour for four hours; total picnic cost is estimated at \$400. The council decided that RSVPs would be requested with a \$2/apiece charge at the door. Electronic credit card charging is not yet possible.
7. Seattle Art Museum – Tour of New York Metropolitan Museum exhibits will be held Thursday, Dec. 3. Cindy Coopersmith is arranging the bus transportation.
8. Holiday Party – It is to be held the second week of December 2015, final date undecided, probably at the Unitarian Church, in Spring Hall, which is available for 1-3 hours at \$375 and \$100 for each additional hour. We would need one extra hour to decorate. Capacity is 100, includes kitchen, and the church would set up tables and chairs for us. Last year, Poppinjay’s catered for 85 people for approximately \$1200. Another caterer suggested is Rosie Debjani, formerly Bill Stephens’ assistant, who caters reasonably. Other locations suggested were the Bellevue Community Center (\$80/hr. with kitchen), or BC North Campus. The outside locations would require a liability form. As a group, we may qualify for 501c3 non-profit status. We need to check with Nora. The Events Committee will work out details.
9. Tour of Legislature, Washington State Capitol Building, Olympia, Wednesday, March 3, 2016. Cindy Coopersmith will arrange the bus transportation and appointments to meet with legislators.
10. Book Club – Chris Steele reported that attendance has decreased from 20 to 7 and that Joan Westhoff is not interested in coordinating it in the future.
11. Great Decisions Discussion Groups – Both current facilitators have indicated a lack of enthusiasm with the format, that there is too much discussion with no decisions, and that the material is dated.
12. Because book reading and discussion subjects are already covered in many regular TELOS courses, the question of whether to continue the Book Club and Great Decisions in the future is under consideration. It was pointed out that Fridays are good days to hold committee meetings and therefore not fill them with courses.

Student Fee Special Committee – Jim Maynard, Chair, was not present. Mona read his report.

Via a recent survey, the TELOS student body approved by 75% majority the collection of a single \$5 fee on the first course registered by each individual student per quarter. Faisal supports the plan and will help Chuck Kimbrough and Jim write a proposal to the college to institute such a fee, and he will subsequently arrange a meeting with key administration individuals who would be responsible for the final decision. Faisal believes that the administration is sympathetic to establishing the fee and that the initiative should continue in tandem with the TSO’s decision to

accept an additional \$4500 for the 2015-2016 year. Both means of revenue should provide the TSO with the cushion it needs to further expand its activities.

It was questioned whether the \$5 fee would be collected by adding it to the first course \$79 charge which would increase that course fee to \$84, or if it would instead be deducted from the first course charge of \$79 resulting in revenue of \$74 for the course plus \$5 to the TSO. It was assumed that the first option would be implemented but that information is unknown at this time.

Historical Documents Archiving Special Committee – Bev Vernon, Chair

As reported last month, all TAG historical records have been turned over to the Eastside Heritage Center. This committee is no longer needed and has been discontinued.

Using E-mail for TSO Business Special Committee – Virginia Binder, Chair.

No action is needed until the bylaws are voted on at the Annual General Meeting in August.

Old Business

Coffee mugs to be given as gifts to visiting speakers – Issues with the mugs are being handled in the Marketing Committee. Any future action will be reported to the council later.

New Business

1. Because the June 17 council meeting is scheduled when no classes are in session, we may change the meeting time.

Jerry Harkleroad moved, and it was seconded, that the time of the TSO council meeting on Wednesday, June 17 be changed from 3:15 p.m. to 11:00 a.m. The motion carried unanimously. (For the record, following this approved motion, the time of the 6/17/15 meeting was again changed to 1:30 p.m. via emailed request from the TSO president with approval of the council members. It had been discovered that the first time change conflicted with a TSO sponsored intra-quarter scheduled talk.)

2. Chris recommended that guidelines be written for when items may be posted to the TSO website calendar. She suggested that a documented standardized protocol be established.

Jerry Harkleroad moved, and it was seconded, that items be posted to the website calendar after Angela signs off on them. The motion carried unanimously.

A motion was made by Mark Kiviati and seconded to adjourn the meeting. The motion carried unanimously.

The meeting ended at 4:59 p.m.

The next council meeting will be held on Wed., 6/17/15, 11:00 a.m.

Respectfully submitted,
Bev Vernon, TSO Council Secretary