

TSO CURRICULUM COMMITTEE MEETING MINUTES-Meeting 2

Friday, October 4th, 2013

Present: Virginia Binder, Gloria Campbell, Carole DeCoursey, Laura Dillaway, Bill Greaver, Dee Koger, Ahbreem Paige-Alatriste, Chris Steele, Bill Stephens, Bob Wilburn, Donnelly Wilburn, Mona Zimmerman

The meeting began at 10:05 a.m., led by Chris Steele.

Chris began the meeting by presenting a grid of certain/possible winter classes. The number of classes for the winter appears to be about 37 or 38 compared with an initial listing of 60 classes for the current Fall quarter. Though fewer students sign up for winter classes, it would still be nice if the selection were greater.

Chris then went through the grid by days of the week mentioning the instructors currently committed and/or considering offering winter courses. She pointed out some of the difficulties encountered in the scheduling such as the need for specific days of the week (especially Thursday) and some of the regular instructors being discouraged by the new Bellevue College bureaucracy. She also noted regular instructors who were not offering classes during the winter quarter and, in some cases, noted why such as their being ill or on vacation. Other instructors she mentioned had not yet replied to her inquiries.

Bill Greaver asked why classes are generally offered as seven or eight week classes. He mentioned people who might come in for one or two sessions but could not commit to a full seven or eight weeks. Discussion then ensued about various other ways of offering classes such as day-long seminars. Chris pointed out that there are many possibilities to be considered for the future. She also indicated that TSO could possibly sponsor classes as fundraisers in addition to those officially offered through TELOS/Bellevue College.

Ahbreem indicated that she knew of several individuals who might be interested in future teaching and wondered about the procedures that were used in recruitment and contacting TELOS. Chris briefly explained the past procedure but noted that with the changes in the TELOS program and Bill Stephens' retirement, there would likely be changes in the contact people. Chris also indicated that she would e-mail (to all members of the curriculum committee) the sample letter of invitation sent to potential instructors.

Some items from the draft of the minutes of the first curriculum meeting (9/23) had been delegated to other committees. In particular the issue of providing handouts had been delegated to the finance committee.

Other topics needing discussion/action at future meetings include the instructor manual/guide, organization of the orientation sessions in December, and finding volunteers to publicize TSO in those classes which do not have class hosts.

Chris stressed that there were many names on the curriculum committee but few had stepped up to take-over specific duties. Ahbreem was willing to be interim chair, and Gloria volunteered to work as coordinator with the BC website.

The next meeting is scheduled for Wednesday, the 9th at 3 pm.

The meeting closed at 11:10 a.m.

Respectfully submitted,

Virginia Binder, Temporary Secretary/Recorder

Note: Bill Stephens indicated his BC e-mail address would no longer be active. Instead he can be reached at bill1734@comcast.net.