

TSO COUNCIL MINUTES
Wednesday, March 21, 2018, 1:30 pm, Room V1120

Present: Edie Heppler, President, Carla Barnes, Virginia Binder, Jim Cushing, Steven Denison, Joanne Gainen, Chuck Kimbrough, Arlene LaTurner, Ron Lebeiko, Bryan Leyton, Sandi Medendorp, Alexa Munoz, Chris Steele

Absent: Jerry Bunce, Diane Kester

Staff: Hristo "Chris" Stoynov, BC Program Manager, Advisor

Guests: Carole Maynard, Jim Maynard, Al Serpos

Minutes: The Minutes of February 19, 2018 were approved as corrected.

Reports from Officers

President: Edie Heppler

- a. A distinction needs to be made between TELOS and TSO. TELOS personnel at the reception desk and program managers are not aware of TSO events and are not responsible to give times or rooms of TSO events. TSO events should not have a TELOS title.
 1. The TSO name needs to be changed to TELOS Learning Community (TLC) which has already been approved by the TSO Council and studentbody, but not yet by the administration.
 2. The logo on the business card needs revision to clarify the difference between TELOS and TSO.
 3. Only TELOS members are allowed to attend events, the public is not invited. All TELOS students are technically members of TSO, but we must request permission to use their contact information due to the FERPA law.
 4. TELOS returns a profit each quarter to Continuing Education.
- b. Three-fourths of the TELOS instructors are recruited by students which has created a robust program that needs to be maintained.
- c. The parking situation has been resolved by scheduling TSO events, committee meetings, and organizational meetings after 3:30 pm on weekdays; on Friday's; and between quarters when no classes are offered
- d. The event manager (host) will make sure the rooms used for TSO events are returned to a clean and orderly condition after the TSO event.
- e. Student organizations have free access to facilities, but the North Building is autonomous and doesn't necessarily extend free facilities.

Treasurer: Arlene LaTurner

Current TSO balance is \$17,951.95

Faculty Advisor: Virginia Binder for Laurie Philips

- a. There are 760 enrollments for Spring quarter. Four classes were cancelled with a total of 10 additional cancellations being possible.
- b. Twenty-five classes are scheduled for summer.

Reports from Committees

Events: Steve Denison

- a. The positions needing candidates are Vice President, Treasurer, and 4 at-large Council Members
- b. The deadline date for candidate submittal is April 16. The elections will be the week of May 14 to 17 during class breaks at the stairwell location.

Strategic Planning: Jim Cushing

- a. Recommends maintaining the minimum class size at 8 students.
- b. The Dean's reluctance in changing the name has to do with the term "Learning Community" which to nonprofessionals is a generic term.

Telescope: Sandi Medendorp

- a. The front page is projected to be the class schedule and seminar line-up.
- b. Letters will be included in the next issue, and an article on the foundation.

Website: Virginia Binder

- a. There are no room reservations listed for April/May/June.
- b. According to Google analytics, there were 288 viewers of the website and in February over 800. The most popular webpages in February were those associated with Spring courses. Ordinarily the most popular webpage is the calendar.

Curriculum: Chris Steele

The direction of the committee is in the works.

Community Outreach: Joanne Gainen

- a. The Community Outreach Committee should be suspended because:
 1. there is a decline in participation on the committee;
 2. Continuing Education markets TELOS;
 3. The committee does not contribute to TELOS;
 4. The all-TSO mail list is the primary marketing tool.

The motion to suspend the Community Outreach Committee was made by Chuck Kimbrough and seconded by Arlene LaTurner. The motion passed.

Adjournment: There being no old or new business, the meeting adjourned at 3:05 pm

Next Meeting: The next meeting is Wednesday, April 18, 2018 at 3:30 pm in Room V1120

Submitted by Alexa Munoz, Secretary