

TSO COUNCIL MINUTES
Wednesday, November 18, 2020

Present: Ted Watts, President; Marcia Chase, Steve Denison, Jerry Harkleroad, Tim Hay, Diane Kester, Georgann Lennon, Paul Maffeo, Ray Mathis, Alexa Munoz, Jan Reha, Paul Schmid, Chris Steele

Absent: Chuck Kimbrough

Staff: Jennifer Sohonie, Executive Director Continuing Education; Chris Stoyinov, Advisor

Guests: Jerry Bunce, Michael Henry, Ron Lebeiko, Sandi Medendorp, Rawlee Ridgeway

Report from Staff

Executive Director Continuing Education: Jennifer Sohonie

1. A survey requesting feedback on the last two years is in progress among TELOS students
2. Foundation funds have been researched for marketing and online instruction on Zoom
3. Topics currently being discussed include student and activities fee and public relations

Reports from Officers

President: Ted Watts

1. The President is the primary communicator with staff, for surveys, or other inquiries into TELOS.
Mission: TELOS
2. Participated in an online meeting with Jennifer Sohonie and Carrie Moore
 - a. Discussed two mid-quarter lectures that were not approved. The description presented in the project proposal caused the disapproval. It was decided on text rather than content.
3. Concerned about outside programs contacting the TELOS population that do not support the TELOS mission
4. There is nothing further to report on Foundation funding
5. Internal discussions that include Michael Kaptic, Dean of Student Life, are being held on the student and activities fee

Treasurer: Jan Reha

Balance is \$18,527

Reports from Committees

Curriculum Committee: Chris Steele

1. Two to three Seminars per week are scheduled during the quarter-break in December
2. There has been no success in locating new instructors particularly in the academic oriented subjects of history and the sciences
3. BC staff needs encouragement to share survey information
4. The \$15 monthly fee for Zoom is still an issue
5. Spring deadline for course proposals is November 27, 2020

Marketing and Future Planning: Paul Schmid

1. Goals are to maintain and grow TELOS/tso: collaborate with BC, promote lifelong learning, prepare for the future, and standardize and streamline administrative process including course

- sign-ups with the goal of realizing at least 80% of enrollment opportunities
2. Strategy for marketing is a grassroots, word of mouth, “fireside” chat campaign designed to communicate with at least two friends. A key message document was emailed to Council members providing cut-and-paste TELOS comments that are easily snipped to include in emails to correspondents
 3. More information will be forthcoming on Zoom for teaching and for students

Events: Steve Denison

1. The By-laws were approved by a vote of 167 yes to 2 no, and are effective as of November 18, 2020
2. The Standing Rules are separate from the By-laws, and will be discussed at the next meeting

Website: Sandi Medendorp

1. Contributions for the newsletter are requested. There is no limit on article length
2. An exception was made for an obituary, but the policy generally is not to have an obituary section

Old Business: None

New Business: None

Comments from Guests

1. Rawlee Ridgeway: Zoom works for classes online. Continue suing Zoom for Winter Quarter
2. Ron Lebeiko: Does TSO have the ability to fund a phantom class seat if that class only has 11 enrollees, therefore not meeting the mandatory minimum of 12 enrollees?
Funding the 12th seat could prevent classes from cancellation
3. Jerry Bunce: Provide coordinators for TELOS registration during the first week of classes

Adjournment: The meeting adjourned at 5:15 pm

Next Meeting: The next meeting is **December 16, 2020 at 3:30 pm on Zoom**

Submitted by Alexa Munoz, Secretary