

## TSO COUNCIL MINUTES

March 24, 2021

Present: Ted Watts, President; Jerry Bunce, Steve Denison, Jerry Harkleroad, Tim Hay, Diane Kester, Chuck Kimbrough, Georgann Lennon, Paul Maffeo, Ray Mathis, Alexa Munoz, Donna Oberembt, Jan Reha

Absent: Sandi Medendorp, Paul Schmid

Staff: Al Lewis, Vice President, Continuing Education, Economics and Workforce Development  
Jennifer Sohonie, Continuing Education, Executive Director  
Chris Stoynov, Student Programs, Advisor

Guests: Ron Lebeiko, Rawlee Ridgeway, Chris Steele

Minutes: The Minutes of February 24, 2021 were unanimously approved

### **Report from Staff:**

Vice President of Continuing Education, Economic and Workforce Development.: Al Lewis  
Continuing Education Executive Director: Jennifer Sohonie

1. Several questions from the TSO Council on accreditation were answered by Al Lewis and Jennifer Sohonie:
  - a. All courses in Continuing Education are being accredited including TELOS to insure consistency and documentation of modality outcome, and increase the ability to use guidelines to develop courses consistent with accreditation
  - b. Instructors need only to complete one curriculum design document for each course unless a course is drastically revised
  - c. Only standards will change to maintain quality assurance. There is no change in questionnaires or in course proposals.
  - d. Jennifer indicated she was too busy collecting all of the documents necessary to satisfy the accreditation requirements, and didn't realize accreditation was relevant to TELOS
  - e. A review of the pricing structure will take place, and if tuition increases occur it will be because of the pandemic
  - f. When the accreditation documentation is completed, access will be available for review
2. Council discussion related to these issues:
  - a. The Curriculum Committee lead by Donna assisted by Jan will work with instructors to modify the curriculum design document to ensure ease of completion
  - b. Because of time constraints, it is very difficult to reach instructors who often have erratic time schedules

### **Reports from Officers**

President: Ted Watts

TELOS Student Organization (TSO) is a student organization of Bellevue College to enhance the reputation and programs offered by the Bellevue College. The TSO program provides support and guidance in selecting courses, encouraging diversity in recruiting students and instructors, and providing a sense of community through social and educational activities and supports the senior/retired adult.

Vice President: Chuck Kimbrough

1. Curriculum instructor contacts doing well
2. The Student and Activity fee although approved is, so far, unresolved

Secretary: Alexa Munoz

The Bylaws were received, signed, and filed in the Secretary's file

Treasurer: Jan Reha

Account Balance is \$18,127

### **Reports from Committees**

Curriculum Committee: Donna Oberembt

1. Eric Zocher will be at the Curriculum Committee at their next meeting, April 15, to discuss the website
2. Spring quarter enrollment is 31 certain courses; 7 courses with 3 or less enrolled; and 8 on the cusp  
Deadline to signup is March 25
3. Taste of TELOS was masterful as organized by Sandi Medendorp and Donna Oberembt
4. The June Seminar schedule is filled, and September Seminars are coming soon
5. There is no information about Summer quarter
6. There is no information on the deadline for Fall course proposals
7. Steve Denison will give a Zoom training for instructors on Sunday at 11am

Events: Steve Denison

Elections are coming soon so recruits are needed

### **Marketing**

Jerry Harkleroad is working with Paul Schmid to ensure a more appropriate cover illustration is on the next catalog

### **New Business**

Instructors are being notified that two computer based courses on classroom management are mandatory

**Adjournment:** The meeting adjourned at 4:50 pm

**Next Meeting:** The next meeting is **Wednesday, April 28, 2021 at 3:30 pm on Zoom**

Submitted by Alexa Munoz, Secretary