

## DRAFT TSO COUNCIL MINUTES

August 23, 2023

Present: Jerry Bunce, President;, Steve Denison, Tim Hay, Bryan Leyton, Sandi Medendorp, Alexa Munoz, Donna Oberembt, Jan Reha, Laura Stanley, Chris Steele, Barb Warburg, Ted Watts

Staff: Lisa Corcoran, Operations Manager; Michael Kaptik, Dean of Student Life; Joe Belcher, Marketing

Guests: Jerry Harkleroad, Arlene LaTurner, Rawlee Ridgeway

Minutes: The Minutes of July 26, 2023 were approved as corrected

### **Reports from Staff:**

Lisa Corcoran: Operations Manager

1. There is no ability to collect funds not related to classroom costs, but can transfer funds
2. The campus is closed if Friday is a holiday and does not open until Monday
3. Room 265 is the least scheduled lounge on the whole campus
4. Brad Huggins will attend the October meeting

Miscellaneous comments on Instructor Relations

1. There should be separate contracts with faculty
2. Osher considers instructors speakers and do not allow them to teach more than eight hours
  - a. Osher pays an honorarium about the 4<sup>th</sup> or 5<sup>th</sup> week
  - b. The classes are exactly presented
3. Instructors are not valued by Bellevue College, and some instructors were frustrated and left without teaching
  - a. A specific example is Steve Gersman who is currently leading student discussion with one free lecture class for \$75 through Osher
  - b. Instructors tend to make proposals at the last minute to meet the deadline for information. College are not user friendly for instructors, and there does need to be a more congenial process
4. Arlene LaTurner commented that these topics of discussion are exactly the same topics of concern during the several years she served on the Council—and nothing has ever been done to resolve the issues

Joe Belcher: Marketing

1. The September 12 TELOS Event was advertised on *Facebook*, and the advertising plus distribution of 10,000 TELOS Course Schedules generated considerable interest. During mid to late July. 900 hundred of the course schedules went to a targeted demographic which included 150 students. This activity produced a volume of customer service calls from people who never take courses, and were different than the typical person registering
2. There will be a print rum each quarter. TELOS will offer two in-person classes starting in the Fall.
3. Liz is isolating to determine where marketing is headed: where to register for events on the TELOS page in the Community Connect section of the catalog and on the web page
4. Ted Watts was frustrated by the inability to contact Registration by phone primarily because the hours were inconvenient

## **Report from Office**

Treasurer: Jan Reha  
Balance is \$8,000

## **Reports from Committees**

Events: Steve Denison  
Meeting proposal is \$1,000 for holiday event

Curriculum: Andrea Smith-Clarke  
1. Enrollment for Fall Quarter is 186  
2. Enrollment is down, and there is still not a lot of variety

Communications: Sandi Medendorp  
1. Seminar announcements have been sent  
2. Notifications sent for Open House September 12

## **New Business**

1. Deadline for course proposals for Winter Quarter are due on September 15
2. TELOS Course Schedules are available for distribution from Jerry Harkleroad

**Adjournment:** The meeting adjourned at 5:04 pm

**Next Meeting:** The next meeting is **September 27, 2023 at 3:30 pm on Zoom**

Submitted by Alexa Munoz, Secretary