



SHORELINE COMMUNITY COLLEGE

May 1, 1967

Mrs. Carol D. Doig
4712 33rd Avenue N.E.
Seattle, Washington 98105

Dear Mrs. Doig:

I am enclosing three copies of a Shoreline Community College teaching contract for the 1967-68 school year.

This contract is based upon your master's degree level of training and the tenth step of column B on our current 1966-67 salary schedule. The Shoreline Community College teachers' salary committee is currently working on a new schedule for next year but it will be some time before this new schedule is adopted by our Board. However, whatever improvement is made in the salary schedule would be reflected in an adjustment of your contract next year.

We would be very pleased if you would sign this contract and return the original and second copy to us by May 15. It would be our plan to assign you as a teacher and newspaper advisor in the Humanities Division. We certainly hope that you will decide to join our staff.

If you have any questions concerning this contract offer, please do not hesitate to write to me.

Sincerely yours,

Edgar M. Tronson
Administrative Assistant
for Business and Personnel

Enc.

EMT emh

cc-Dr. Richard White, President
Mr. George Douglas, Vice President
Mr. Wayne McGuire, Division Chairman, Humanities

16101 GREENWOOD AVENUE NORTH
SEATTLE, WASHINGTON 98133
TELEPHONE: Lincoln 6-4101

CERTIFICATED PERSONNEL
CONTRACT

Shoreline Public Schools

N.E. 158TH AND 20TH AVENUE N.E.
SEATTLE, WASHINGTON 98155

To Carol Dean DOIG Date May 1, 1967 Budget Account Number 02-02-131
HUMANITIES

You are hereby offered a position in the Shoreline Public Schools for the year stated below, subject to the signing and returning of this document to the Office of the Superintendent.

Your salary as shown is subject to verification from official transcripts and records which validate your training and experience.

Sincerely,

William G. Stevenson
Superintendent of Schools

It is hereby agreed by and between the Board of Directors of the Shoreline School District No. 412, King County, Washington, hereinafter called the District, and the above named, hereinafter called the Employee, the holder of a valid certificate to teach in the public schools of the State of Washington, that the above-named person (a) shall be appointed to a certificated position in the public schools of the District upon the terms stated below and subject to assignment or reassignment of duties by the Superintendent of Schools of the District (b) shall be subject to the statutes governing the public schools of the State of Washington and to all established policies, rules and regulations of the Board of Directors, for the school year which shall include the total number of days specified below exclusive of holidays and vacation periods, but including attendance at institutes, workshops and other professional meetings as scheduled, for the total annual salary set forth below which is payable in accordance with regulations and requirements of the District affecting the payment of employees. The terms of this contract are:

<u>1967-68</u>	School Year	\$ <u>9,000.00</u>	Base Salary
<u>180</u>	Length of Contract (Number of days)	\$ _____	Activity Payment
<u>9-5-67</u>	Effective Date of Contract	\$ _____	Extended Contract
_____	Training	_____	(days)
_____	Experience	\$ <u>9,000.00</u>	Total Annual Salary

Step B-10

It is also agreed that employment under this contract shall include the following specific provisions:

- (1) One-twelfth of the annual salary shall be paid on or before the 5th day of each month beginning with October.
- (2) In case of employment after the opening of school, the last three installments shall be in such amounts as will, when added to the amount previously received, be equal to that part of the annual contract salary which is represented by a fraction whose numerator is the number of days served, including days for which sick leave or other allowances had been granted, and whose denominator is the number of days of duty in the approved school calendar.
- (3) In case resignation shall be made after July 1st and prior to the payment of the 12th installment, only one-half of this installment shall be due and payable, the remainder being forfeited as liquidated damages.

This contract includes the assistance of the school district (pursuant to RCW 41. 04. 180, 41. 04. 190) in a group medical health care plan approved by the district and participated in by the employee to the extent of no more than fifty percent of the premium therefore, or five dollars per month, whichever is less.

This contract does not become effective until the Employee has filed with the Office of the Superintendent of Schools, the following documents: (a) a valid State of Washington teaching certificate; (b) official transcript(s) of credits from institution(s) of higher learning; and (c) a valid State of Washington X-ray certificate.

By signing the foregoing contract the Employee named herein and the Board of Directors of the District named herein agree to its terms.

IN WITNESS WHEREOF, we have hereunto subscribed our name this _____ day of _____, 19 _____.

By order of the Board of Directors of Shoreline School District No. 412, King County, Washington.

Signed _____ Signed Carol Dean Doig **EMPLOYEE SIGNATURE**

SECRETARY TO THE BOARD

CERTIFICATED EMPLOYEE

Approved and Registered _____, 19 _____.

DONALD L. KRUSNER
King County Superintendent of Schools

By _____ Deputy

EMPLOYEE FILE



SHORELINE COMMUNITY COLLEGE

July 12, 1967

Mrs. Carol D. Doig
4712 33rd Avenue N.E.
Seattle, Washington 98105

Dear Mrs. Doig:

This is to officially inform you that your contract with Shoreline Community College, District No. 7, which you signed for \$9,000 has been adjusted to \$9,250.

This adjustment is the result of the faculty salary proposal and the 1967-68 budget which was recently approved by our Board of Trustees. If you have any questions concerning your contract, please do not hesitate to write or call me.

We are looking forward to seeing you in September.

Sincerely yours,

Edgar M. Tronson
Vice President
for Business and Personnel

EMT emh

16101 GREENWOOD AVENUE NORTH
SEATTLE, WASHINGTON 98133
TELEPHONE: LINCOLN 6-4101

SHORELINE COMMUNITY COLLEGE PERSONNEL OFFICE

PERSONNEL ACTION FOR FULL-TIME FACULTY

1995-96

RECEIVED

SEP 14 1995

Payroll Office

SS#: 150 24 4523
Name: DOIG, CAROL D.
Division: Humanities

This Personnel Action Form is subject to applicable state laws and/or regulations and the negotiated agreement between the Board of Trustees and the SCCFT and any changes thereto. Salary may be modified to reflect any proposed legislated increases.

Job Class: 218000.
Work Period: 172 Days
% Full Time: 100.00
Salary Placement Level: 8
Payments Elected: 19
Salary: \$43,768.00
Budget(s)/%s : 011-1D01/100.00 / 0.00 / 0.00
AE05
Employee/Earnings Type: FTF
Semi-Monthly Payment: \$2,303.58
Paydates: September 25, 1995 through June 25, 1996

Laurie Douglas
Division/Department Chair

9-22-95
Date

Miriam Gould
Vice-President

9-22-95
Date

Joanne Harner
Director of Personnel/Human Resources

9-25-95
Date

Distribution:

White: Personnel
Yellow: Payroll
Pink: Division
Gold: Employee

PA19
PA Process Date: 9/19/95

So fine!

DGA
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A WOVEN TAPESTRY RICH IN DIFFERENCES

*Multicultural Week Celebration
May 6-10, 1996*

Monday, May 6

- 10:30 - 11:00 a.m. - Opening Event, *Main Dining Room, PUB*
- 11:00 - 12:00 - Student Panel - "Personal Experiences with Discrimination and Loss of Human Rights," *Main Dining Room, PUB*
- 12:00 - 12:30 p.m. - Lumpia Sale - *PUB Foyer*
- 12:30 - 1:30 p.m. - Student Literary Readings in Native Languages - *PUB Canteen*
- 1:45 - 4:00 p.m. - Film and Discussion "Baraka" - *Media Risers*

Tuesday, May 7

- 10:30 - 11:30 a.m. - Keynote Address - Roberto Reyes-Colón - *PUB Canteen*
"Who Are the Minorities and What Do They Contribute"
- 11:30 - 12:00 - Latino Consortium - *PUB Canteen*
- 12:00 - 1:30 p.m. - Latino Expression - *Main Dining Room*
- 1:00 - 1:50 p.m. - Economics of Discrimination - W.P. & D.S.S. - *PUB Canteen*
- 1:45 - 4:00 p.m. - Film and Discussion "Mi Familia" - *Media Risers*

Wednesday, May 8

- 10:30 a.m. - 12:30 p.m. - Michael Powers - *Main Dining Room*
- 11:30 a.m. - 12:30 p.m. - Panel Discussion - "Meeting Your Friends, Your Neighbors, and Your Family -- Again" - *PUB Canteen*
- 12:30 - 1:30 p.m. - Scenes from "Jeffrey" - Drama class - *PUB Canteen*
- 1:45 - 4:00 p.m. - Film and Discussion "Serving in Silence" - *Media Risers*
- 5:00 - 8:00 p.m. - Reception and Public Viewing of Photo Display, "Family, Friends & Neighbors" - *Administration Building*

Thursday, May 9

- 10:30 - 11:30 a.m. - Student Panel, "Spiritual Beliefs Throughout the World and Found Here at S.C.C." - *PUB Canteen*
- 11:30 a.m. - 1:30 p.m. - Student Presentations - *PUB Main Dining Room*
- 1:45 - 4:00 p.m. - Film and Discussion, "Bhaji on the Beach" - *Media Risers*

Friday, May 10

- All Day - Cultural Displays - *Fish Bowl*
- 1:45 - 4:00 p.m. - Film and Discussion "Eat Drink Man Woman" - *Media Risers*
- 6:00 p.m. - International Student Potluck - *Main Dining Room*

Tenure Purchase Committee members Shoubee Liaw, Joanne Warner and Keith LaBelle met on March 26, 1996 to review and consider changes to the purchase of tenure guidelines reported to the Board on March 15. (Diane Gould was not able to attend this meeting.) It was noted from comments at the Board meeting that the tenure purchase option in the faculty Agreement cannot be deleted at this time since it is part of the current negotiated faculty Agreement. Therefore, the committee members proceeded to review the March 15 preliminary guidelines for tenure purchase reported to the Board to incorporate Board input and other recommendations from staff and committee members. The Board may wish to reconsider the tenure purchase option in the faculty Agreement in future negotiations.

The committee recommends the following procedures and guidelines for use by the College President to evaluate and review requests for faculty tenure purchases prior to presentation to the Board of Trustees for approval:

Requests for faculty tenure purchases shall be submitted to the College President. The President shall request a written recommendation from the appropriate vice president to recommend or deny each tenure purchase request. A recommendation to purchase tenure shall include a proposal for full or partial replacement, non-replacement, or deferred replacement of the terminating faculty position.

ELIGIBILITY:

Generally, tenured faculty meeting the following criteria will be considered for tenure purchase if he/she:

1. is under sixty-two (62) years of age and will complete fifteen (15) years of service to Shoreline Community College prior to the effective date of his/her tenure purchase; and
2. would not be eligible for state retirement plan benefits for age and years of service (For TIAA/CREF retirement plan members, the eligibility criteria for the specific state retirement plan for which he/she would have been eligible at the date of hire shall be used.); and
3. has not received a sabbatical in excess of one full quarter in the past three (3) academic years.

CALCULATION OF PURCHASE AMOUNT:

The tenure purchase amount would normally range between ten (10) and thirty (30) percent of the faculty member's annual salary base but is not to exceed the calculated cost savings, including benefits, of a full-time faculty replacement over two fiscal years. However, this amount may be reduced by 20% each year beyond the academic contract year in which the faculty member turns sixty-two (62) years of age preceding the effective date of his/her tenure purchase.

The Board reserves the right to make exceptions to these guidelines according to individual circumstances related to, but not limited to, programmatic considerations, college and/or faculty financial matters, faculty member's age and health, service to the College, or any other considerations that give rise to mutually agreeable terms beneficial to the College and the faculty member.

c: Diane Gould
Joanne Warner
Committee File

FROM THE OFFICE OF THE PRESIDENT

MEMORANDUM

December 2, 1997

TO: Carol Doig
FROM: Gary Oertli *Gary*
SUBJ: Purchase of Tenure Request

I have received information from Keith LaBelle, Vice President for Business, and Joanne Warner, Interim Vice President for Human Resources & Employee Relations, regarding your request for tenure purchase at the end of Fall Quarter, 1997.

After careful review and evaluation of your request, I am prepared to offer you the maximum of 30 percent of your annual salary base as outlined in the current Tenure Purchase Guidelines, which calculates to \$13,600 for one year to be paid on or before January 31, 1998. Enclosed for your review and signature are two copies of a tenure purchase agreement, if you choose to accept this offer.

Carol, your commitment to Shoreline Community College and the many contributions you have made through your teaching and participation in all aspects of the College over the past 30 years has been outstanding. On behalf of the Board and all the students you have served, thank you. I wish you the very best in your future endeavors.

Attachment

c: Larry Reid
Keith LaBelle
Joanne Warner
Sara Hart

AGREEMENT BETWEEN CAROL DOIG AND
SHORELINE COMMUNITY COLLEGE DISTRICT NUMBER SEVEN

This Agreement is entered into by and between Carol Doig hereinafter referred to as "Doig," and Shoreline Community College District Number Seven, hereinafter referred to as "College," and sets forth this agreed resolution of all matters arising from Doig's entire relationship, employment or otherwise, with College.

WITNESSETH

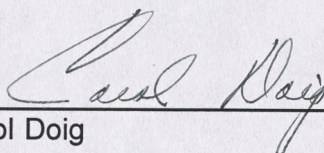
In consideration of the mutual covenants and remuneration set forth herein, Doig and College agree as follows:

1. By the execution of this Agreement and for the purpose of academic faculty tenure purchase under Appendix A, Section H.1.d. of the faculty Federation Agreement, Doig shall be deemed to have resigned her position as a tenured faculty member with College effective December 16, 1997, and a notation to that effect shall be made in Doig's personnel file.
2. The College agrees to pay Doig Thirteen Thousand Six Hundred Dollars (\$13,600) in consideration of this Agreement in one payment on or before January 31, 1998. Doig agrees that the total payment of \$13,600, paid as indicated above, is for the purchase of valuable tenure rights and other valuable consideration listed below. Both parties recognize that these payments are, according to recent IRS rulings, subject to withholding for Federal Insurance Contribution Act (FICA) and applicable Federal Income Tax and, therefore, College will withhold Doig's FICA contributions and appropriate income tax when making payments to her and will also contribute the appropriate amount itself for its share of FICA payments. Doig also specifically agrees to waive any and all rights to future payments or obligations that College has or may have relating to Doig's retirement program(s) beyond the effective date of her resignation which is December 16, 1997.
3. Doig further agrees that, with the execution of this Agreement and payment by College in the amount listed above, she does hereby fully, finally, and completely release and forever discharge and waive all rights, title, interest, existing and/or future claims, payments for fringe benefits, damages, or causes of action of any nature whatsoever arising from her entire relationship with College, employment or otherwise, except only as otherwise specified by monetary payment under this Agreement, which Doig may have against College, its Board of Trustees, and its employees, officers, students, agents, attorneys, or representatives in their representative as well as individual capacities.
4. Doig agrees that her execution of this Agreement is voluntary and that she has read, and fully understands, the Terms of this Agreement and its force and effect. She further releases and forever excuses employer and its employees and agents from any and all rights, claims, suits, damages and liabilities of any sort arising before the date of this Agreement for age discrimination under the Age Discrimination Employment Act, 29 U.S.C. § 621, as well as under RCW Chapter 49.60.
5. Doig is specifically being advised to consult with legal counsel or other advisors prior to the execution of this Agreement and, further, has had the right and opportunity to consult with said legal counsel or other advisors prior to execution. Upon execution, Doig has a seven (7) day grace period within which she may revoke this Agreement.

AGREEMENT BETWEEN DOIG AND
COMMUNITY COLLEGE DISTRICT NUMBER SEVEN
Page 2

6. This Agreement form has been available and subject to review by Doig for at least twenty-one (21) days. This Agreement was transmitted to Doig on October 27, 1997 in substantially its current form.

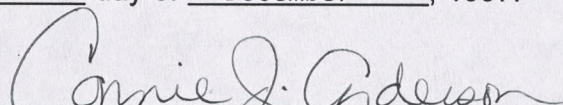
DATED THIS 12th day of December, 1997.



Carol Doig

SUBSCRIBED AND SWORN to before me this

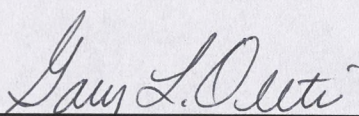
12th day of December, 1997.



NOTARY PUBLIC in and for the State of Washington,

residing at 1842 N. 150th Street, Seattle, WA 98133-6312

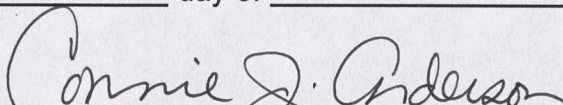
SHORELINE COMMUNITY COLLEGE
DISTRICT NUMBER SEVEN



Gary L. Oertli, President

SUBSCRIBED AND SWORN to before me this

16th day of December, 1997.



NOTARY PUBLIC in and for the State of Washington,

residing at 1842 N. 150th Street, Seattle, WA 98133-6312

Shoreline Community College

Prepare in Quadruplicate
Send Original and Two Copies
to Personnel Office

RECOMMENDATION FOR PERSONNEL ACTION

USE THIS FORM FOR
FACULTY AND STAFF
WHETHER SALARIED,
HOURLY, ETC.

SOCIAL SECURITY NO. <div style="background-color: black; width: 100px; height: 15px;"></div>	NAME OF EMPLOYEE—LAST, FIRST, INITIAL DOIG, Carol	CAMPUS TELEPHONE	DIVISION OR OFFICE Humanities
HOME ADDRESS —	STREET	CITY	ZIP CODE
		HOME TELEPHONE	POSITION OR TITLE Professor

REASON FOR THIS RECOMMENDATION	FACULTY (✓)
Return from leave of absence without pay (WTR QTR 96). Spring Quarter 1996 teaching assignment at 66.67% of full-time.	Full-time
	Full-time Overload
	Partial Contract
	Associate (P. T.)

CURRENT STATUS OR TERMINATION						APPOINTMENT OR NEW STATUS					
EFFECTIVE DATE	BUDGET NO.	% F.T.	SERVICE PERIOD	SALARY	PER	EFFECTIVE DATE	BUDGET NO.	% F.T.	SERVICE PERIOD	SALARY	PER
						4-1-96	218000 011-1D01 AE05	66.67	dys 54	\$13,741.38	
						PAYMENTS:					
						4-10 thru 6-25-96			60	\$2,290.23	

Base salary: \$43,768 + 172 days = \$254.47 x 54 days = \$13,741.38

03/13/96

APPROVAL DATE DIVISION CHAIRPERSON	APPROVAL DATE ADMINISTRATION BY
SHC 3-7 (Rev. 1/78)	<div style="text-align: right; font-size: 1.5em;"> </div>

Prepare in Quadruplicate
Send Original and Two Copies
to Personnel Office

RECOMMENDATION FOR PERSONNEL ACTION

CURRENT STATUS OR TERMINATION						APPOINTMENT OR NEW STATUS					
EFFECTIVE DATE	BUDGET NO.	% F.T.	SERVICE PERIOD	SALARY	PER	EFFECTIVE DATE	BUDGET NO.	% F.T.	SERVICE PERIOD	SALARY	PER
9-23-96	218000 011-1D01 AE05	100.	dys 172	\$43,768	yr	9-23-96	218000 011-1D01 AE05	100.	dys 61	\$15,522.67	
						1-6-97	011-1D01 AE05	66.67	111	\$18,831.72	
						PAYMENTS:					
						9-25-96 thru 1-24-97			90	\$2,303.58	
						2-10-97 thru 6-25-97			100	\$1,362.22	

Jan

013
77

APPROVAL		APPROVAL	
DATE 2-3-97	DIVISION CHAIRPERSON <i>Sara Hart</i>	DATE 2-3-97	ADMINISTRATION BY <i>[Signature]</i>
SHC 3-7 (Rev. 1/78)			

SHORELINE COMMUNITY COLLEGE HUMAN RESOURCES OFFICE
PERSONNEL ACTION FOR FULL-TIME FACULTY

SS#: 150222523
Name: **DOIG, CAROL D.**
Division: **HUMANITIES**

This Personnel Action form is subject to applicable state laws and or regulations and the negotiated agreement between the Board of Trustees and the SCCFT and any changes thereto. Salary may be modified to reflect any proposed Legislated increases.

Job Class: 218000
Work Period: 172
% Full Time: 100.00%
Salary Placement Level: 08
Payments Elected: 19
Salary: \$ 45,332.00
Semi-Monthly Payment: \$ 2,385.89

Budget(s)/%'s:	011 1D05	AE 05	2,385.89	FTF	100.00%
		AE 05	-	FTF	
		AE 05	-	FTF	

Pay Dates: September 25, 1997 through June 25, 1998

Comments:

Nana Hart

Division/Department Chair

9-30-97
Date

Long

Vice-President

10-6-97
Date

Jeanne Starnes
Vice-President of Human Resources/Employee Relations

10/7/97
Date

Distribution:

White: Personnel
Yellow: Payroll
Pink: Division
Gold: Employee

Payroll Input:

By: *74*
Date: *10/7/97*

SHORELINE COMMUNITY COLLEGE PERSONNEL OFFICE

PERSONNEL ACTION FOR FULL-TIME FACULTY

1996-97

RECEIVED

SEP 16 1996

PERSONNEL OFFICE
Payroll Office

SEP 25 1996

SS#:
Name:
Division:DOIG, CAROL D.
Humanities

This Personnel Action Form is subject to applicable state laws and/or regulations and the negotiated agreement between the Board of Trustees and the SCCFT and any changes thereto. Salary may be modified to reflect any proposed legislated increases.

Job Class: 218000.
Work Period: 172 Days
% Full Time: 100.00
Salary Placement Level: 8
Payments Elected: 19
Salary: \$43,768.00
Budget(s)/%s : 011-1D01/100.00 / 0.00 / 0.00
AE05
Employee/Earnings Type: FTF
Semi-Monthly Payment: \$2,303.58
Paydates: September 25, 1996 through June 25, 1997

09A
14

Sara Hart
Division/Department Chair

9-24-96
Date

[Signature]
Vice-President

9-26-96
Date

[Signature]
Director of Personnel/Human Resources
VP

9/27/96
Date

Distribution:

White: Personnel
Yellow: Payroll
Pink: Division
Gold: Employee

PA19
PA Process Date: 9/19/96