

PROPOSED GUIDELINES FOR AN OFFICE OF VETERANS' AFFAIRS AT TESC

I. FUNCTION

The TESC Office of Veterans' Affairs is responsible for coordinating TESC Veterans' Services and administering some of those services. These include maintaining liaison with other offices within this institution (i.e., Financial Aid, Registrar, Counseling, Learning Resources Group, etc.) which serve Veterans, and maintaining liaison with those Federal and State agencies which are directly or indirectly involved with Veterans' affairs. It should initiate or supplement programs for Veterans within this institution, and to maintain an information service for Veterans (in such areas as Veterans' organizations, discharges, VA information and bulletins, bonuses, etc.).

The services listed below are either being rendered by the College at present, or are considered by the DTF as desirable for TESC Veterans in the future.

All funding "assistance" mentioned in the following outline of services refers to several fund sources: Public Law 92-318, both its funding for an OVA and OVA programs, and its work-study and tutoring funds under the G.I. Bill, Title 38. Depending upon the area of the Veterans' Affairs programs, one type of funding, or a combination of funding sources, may be appropriate.

A. VETERAN-RELATED SERVICES PERFORMED BY AN OFFICE OTHER THAN THE OVA, BUT INVOLVING OVA IN AN ASSISTING OR COORDINATING ROLE

Outreach and Recruitment: The TESC Office of Admissions is currently responsible for student recruitment, and should continue to carry out this function for Veterans. The OVA is to assist the Admissions Office by an active Veterans outreach and recruitment program, provide additional necessary staff (under the work-study portion of Public Law 92-318), and funding assistance.

Vocational Services and Financial Aid: The Office of Financial Aid & Placement currently provides placement services, as well as financial aid (other than G.I. Bill) and financial counseling, and will continue in these functions. The OVA should provide necessary information, additional staff if necessary (e.g., to assist with special mailings for Veterans' Job Fair, etc.), and funding assistance.

Title 38 Assistance: The Office of the Registrar remains responsible for certification of attendance (to the government), and for assisting Veterans in filing for G.I. Bill educational assistance payments. The OVA will provide Veterans with information from VA, and general information on the G.I. Bill (e.g., how a program change, or transfer to another college might affect payments).

Personal Counseling: Counseling Services currently provides personal counseling for students, and should continue to do so. The OVA is to assist in the planning of workshops, funded by the OVA, but staffed by Counseling Services staff, that are specifically geared to problems of Veterans (e.g., post-discharge adjustment, dealing with guilt, etc.), and to provide information and funding for counseling activities.

Educational Counseling: Counseling Services currently provides counseling concerned with both educational problems at TESC and career counseling, and should continue to provide these services. The OVA will provide educational counselors with materials relevant to Veterans' educational situations, and funding assistance for staff.

Special Education: The Learning Resources Group currently provides skills development assistance to TESC students, and will continue this service. The OVA should develop a specific plan for Veterans' tutoring, including development of a listing of available student tutors, arrangement for the Veteran to

obtain payment from the G.I. Bill for such tutoring, listing LRG services available, providing additional staff necessary to supplement current LRG materials, providing necessary funding assistance, and assisting in the development of special programs or equipment acquisition for disabled or handicapped Veterans.

B. SERVICES PERFORMED BY THE OVA:

Liaison with outside Financial Sources: The OVA will act as liaison with those agencies which are a source of funds, either directly to Veterans, or to this institution for Veterans in attendance: the Soldiers and Sailors Indigent Fund, the Regional Veterans Administration Office, the Veterans' Action Program, and the Veterans Affairs section of DSHS. The OVA will provide Veterans with information on these resources and with information these resources wish to provide (e.g., application forms, bulletins, pamphlets, etc.).

Liaison with Veterans Organizations: The OVA will act as liaison with off-campus Veterans' organizations (VFW, VVAW, American Legion, WSCVA, etc). The OVA will provide information to Veterans concerning these groups, and will assist campus Veterans interested in forming any chapter of these organizations on campus.

Veterans' Benefits Counseling: The OVA shall provide counseling on such matters as discharges, post-discharge benefits, VA information and bulletins, military-connected or selective service counseling, etc. (such as that offered at SEAVAC).

Liaison with Washington State Vietnam Veterans Bonus Division: The OVA will seek out eligible Veterans and assist them in applying for the state bonus. The TESC Office of Student Accounts remains responsible for applying this bonus to TESC tuition and fees. The OVA is to act as liaison with the VVB Division, providing information and applications, if possible.

Preparing the Disadvantaged Veteran for Postsecondary Education: The OVA will make application for, coordinate, and, when appropriate, administer the following: Subchapter 5 of Chapter 34 of Title 38 provides funds for Veterans pursuing preparatory courses to qualify for college admission, or who are enrolled 1/2 or more time in a college with a deficiency, if assistance is necessary to complete his program successfully. In addition to educational assistance under section 1682 (regular G.I. Bill payments), the Veteran can receive up to \$50 per month for tutoring, for not more than 9 months. The institution certifies that the tutoring is essential, the tutor qualified, and that the charges are not above normal tutoring fees. This applies directly to the proposed tutoring referral service mentioned under the previous section on "special education programs".

Subchapter 6 of Chapter 34 of Title 38 concerns the Predischarge Educational Program (PREP). Any person on active duty with the armed forces who has completed 180 consecutive days of service, is entitled to receive \$175 per month per active duty in courses required for a high school diploma, or deficient, remedial or reference courses required for or preparatory to pursuit of a course. This allowance shall be paid without charge to any period of entitlement earned under section 1661-a of Title 39 (i.e., regular G.I. Bill funds are not affected). Since TESC is close to Fort Lewis and other military installations, the OVA may establish a consortium with other nearby colleges, to both better perform services and to establish a Predischarge Education Program (PREP).

The U. S. Office of Education Special Student Services Programs (SSS) provide funds for identification, recruitment, skills development and instruction for educationally disadvantaged Veterans. Funding is through Title IV, Higher Education Act of 1965 for these programs: Talent Search, Upward Bound, and Special Services to Disadvantaged Students.

II. FUNDING

Public Law 92-318 provides \$300.00 per Veteran (currently in Voc Rehab or receiving G. I. Bill payments) per academic year to participating institutions, plus an additional \$150 per Veteran who was receiving payment under subchapters 5 or 6 of chapter 34 of Title 38 (disadvantaged or PREP), plus \$2.50 per hour for 100 hours of service, payment to a Veteran, for work-study (available in advance, totalling \$250 per Veteran).

Therefore, MINIMUM projected funds available, based upon current enrollment figures of 216 Veterans at TESC, excluding those funding areas lacking data (work study Vets)--that is, for 216 Veterans, at \$300 per Veteran per academic year and \$450 additional for 3 Veterans on Vocational Rehabilitation, TESC would currently qualify to receive a minimum of \$65,250.00.

III. REPORTING

The majority of services to Veterans seemed to fall in the general area of Student Development and the DTF agreed that it was appropriate that the director report to the Dean of Developmental Services.

IV. STAFFING AND FACILITIES

The DTF held that the staff of the OVA should consist of a Director, a full-time clerical position, and students interning in paraprofessional capacities, when feasible. A Director should be selected by means of a selection DTF. Office space should be a consideration immediately because of the pressing space requirement of the College in general. VA staffing for the Learning Resource Center should give preference to applicants trained in reading disabilities.

V. IMPLEMENTATION

The members of the DTF volunteered to aid in the task of setting up the office.