



**Board of Trustees Regular Meeting  
Board Room I-202**

**March 18, 2014  
7:30 a.m.**

Minutes

**1. CALL TO ORDER**

The meeting was called to order at 7:32 a.m. by Trustee Unti. A quorum was established. Trustee Palmer led the flag salute.

**2. ADOPTION OF MINUTES**

A. Trustee McAbee asked for corrections and/or additions to the following minutes:

**February 18, 2014 Regular Meeting**

*Trustee Unti introduced a motion to approve the February 18, 2014 meeting minutes as presented. Trustee Palmer seconded, and the motion carried.*

**3. ACTION ITEMS**

A. *Faculty Advancement to Tenure*

*After giving reasonable consideration to the recommendation of the tenure review committee and all other recommendations, Trustee Palmer, introduced a motion that **Brian Thompson** be awarded tenure effective March 18, 2014. Trustee Unti seconded, and motion carried.*

B. *Faculty Advancements Second to Third Year*

*After giving reasonable consideration to the recommendations of the tenure review committee and all other recommendations, Trustee Unti, introduced a motion that **Elizabeth Hinkson, Robert Holland, and Holly Harris-Jackson** be promoted from the second to the third year of probation effective April 8, 2014. Trustee Palmer seconded, and the motion carried*

C. *Faculty Advancements First Year to Second Year*

*After giving reasonable consideration to the recommendations of the tenure review committees and all other recommendations, Trustee Palmer introduced a motion that **Jennifer Nyswonger, Trisha Foreman, Yasmin Ali, and Henry Hatem** be promoted from the first to the second year of probation effective April 8, 2014. Trustee Unti seconded, and the motion carried.*

*The Trustees thanked the faculty for their dedication and continued passion for our students.*

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**4. COMMUNICATIONS**

A. *Introductions*

- 1) President Hanson introduced Sherefedin Gatahun and Nicklaus Madison. Both students will represent Renton Technical College on the All USA Academic Team. The All WA USA Academic Team awards celebration will be held in Olympia, March 27, 2014.
- 2) President Hanson informed trustees that Mr. Madison was also awarded the honor of the *Coca-Cola New Century Scholar* award from Washington State. The New Century Scholars Program is sponsored by The Coca-Cola Foundation, Coca-Cola Scholars Foundation, Phi Theta Kappa, and the American Association of Community Colleges (AACC). Mr. Madison will receive a \$2,000 scholarship and be honored at the Phi Theta Kappa Presidents Breakfast during the AACC Conference in Washington, D.C. on April 8, 2014. Additionally, he will also attend the Phi Theta Kappa Annual Convention for a special recognition in Orlando, Florida on April 25, 2014.
- 3) President Hanson also introduced Jamie Diaz. Ms. Diaz is the 2014 Transforming Lives Award Nominee from RTC. The Transforming Lives award celebration took place in Olympia, January 19, 2014.

B. *Correspondence* Trustee Palmer referred to the media publications issued during the month.

C. *General Information* President Hanson discussed the fact that Seattle Community Colleges have dropped *Community* from their names. Green River and Highline have not yet followed suit.

D. *Comments from the Audience* There were no comments from the audience.

E. *Human Resources Report* The written report included personnel activity for the month of February 2014. There were no comments or questions.

F. *Foundation Report* The written report was submitted. Foundation Director, Heather Winfrey commented that the audit review would be concluded today. A report should be ready by next Tuesday. She also reminded everyone about the date change for the Foundation Dinner/Auction; June 6, 2014.

G. *Communications and Marketing* The written report was submitted. The King 5 coverage with the Secretary of Labor was mentioned. It was well done. The coverage on RTC's campus was previous footage from when Governor Gregoire had visited.

**5. DISCUSSION/REPORTS**

A. *Student Leadership* ASG President, Robert Taylor shared information regarding student activities on campus. Twenty-three (23) students attended the NW Student Leadership Conference in Portland. There they attended Leadership development seminars. He also reported on the combined effort between ASG and the Facilities Council to update

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common area furniture in the Technology Resource Center (building C). The furniture was recently installed and is being well used. Mr. Taylor also gave a recap of events on Campus during the month of March. Chapter chartering is underway for Phi Theta Kappa. The chartering process is being led by Nicklaus Madison and Instructor, Tim Culler who will serve as the chapter advisor. Members of the new Leadership team will have new sweatshirts that will make them more visible to students on campus. Vice President Merrell thanked the student leadership for reinvesting in the College by purchasing the sweatshirts through the RTC Bookstore.

- B. *Renton Federation of Teachers* RFT President, De Etta Burrell shared that RFT is currently working on two MOUs. One is for possible changes to the Academic Calendar and the other one is for the possible extension of the Retirement Opportunity. RFT is currently working with HR to make sure the union database is up-to-date. Vice President Kenney and RFT continue to work on the supplemental pay procedures. RFT is also considering adding a Vice President of Technology to their leadership, to assist with communications.

C. *Board of Trustees*

- 1) *Commencement Speaker Recommendations* President Hanson asked for recommendations from the trustees for a commencement speaker; Governor Gregoire has declined.
- 2) *TACTC Spring Conference* The TACTC Spring Conference will be held in Yakima, May 15-16, 2014. Trustees Unti, Palmer and McAbee are all unable to attend.

D. *President's Report*

- 1) *WACTC President's Report* The WACTC meeting was held February 20-21, 2014 in Olympia. The meeting included a joint meeting with the Association of Washington Business (AWB). Discussions included how colleges can assist business with developing new and incumbent employee talent and how business can assist the colleges and their students. Rich Cummins, president of Columbia Basin College gave a presentation on a need competency based degree, similar to WGU's degrees. There are currently four colleges involved with potential to expand. WACTC received an update on the system's efforts to prepare auditable financial statements for each college and have them audited. This was one of the recommendations in our Accreditation reaffirmation letter. We have to comply by February, 2016. The 2015-17 Capital Task Force members were announced; President Hanson is a Task Force member. These are the system representatives who will score major capital projects for possible inclusion on the 2015-17 budget request. The WACTC Critical Issues Committee gave an update on the 2013-14 WACTC salary study, and there was a brief update on the 2015-17 biennial budget development. Strategies for 2015-17 budget include targeted funding for high demand technical programs; Adult Basic Ed, Applied Baccalaureate Programs, IBEST/IDEA.
- 2) *Legislative Update* The supplemental operating budget was passed on Thursday, March 13. On Friday, March 14 we learned that the legislators had increased savings from LEAN management strategies from \$30M to \$40M. State Board staff project

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a reduction of .5 percent for community and technical colleges. We are asking the Governor to veto the increase in LEAN savings.

- 3) *League of Innovation Conference* President Hanson attended the League of Innovation Conference, March 2-5, 2014 in Anaheim, California. The conference was well attended and provided great opportunities. Dr. Rob Johnstone from the National Center for Inquiry and Improvement (NCII) presented findings on *Lessons from the 2013 Aspen Prize Finalists*. This was timely for our college and a condensed version of the presentation was shared with the executive cabinet and strategic planning team upon return to campus.

E. *Instruction*

- 1) *MART (Major Appliance Refrigeration Technology)* Instructors Paul Baeder and John Campbell provided a presentation about the MART Program. The program started in 1972. Mr. Baeder began instructing in 1976. There have been 86 cohorts. The RTC program is the only program in the Northwest and is one of the largest in the nation. The program has participated in the Skills USA competitions over the past several years, winning many bronze, silver and gold medals. There is now an ASG Skills USA Club. MART is also a 5-Star with Envirostar. Companies are coming to the program looking for graduates. There were questions in regards to the changing technology and the difference between low/high end products. Most diagnostics are now done by smartphones. Most brands are built the same; it is the matter of the bells and whistles. King and Bunnys Appliance store has been a huge supporter of the MART program.

F. *Student Services*

- 1) *Website Development* Vice President Pelkey reported that the process is going well. The company has come out and talked to students to get their perspective. Current web-page mock ups were shared. There will be some industry standards for verbiage to help students so they don't have to relearn our website. The anticipated launch date is July 1, 2014.

G. *Administrative/Finance*

- 1) *Operating Funds Budget Status Report* The January report was shared. As a regular report to the Board of Trustees, Vice President Merrell provided information on the revenues and expenditures for the periods ending January 31, 2014.

**6. MEETINGS**

The next regular meeting of the Board of Trustees will be held on April 15, 2014.

**7. EXECUTIVE SESSION**

At 9:07 a.m. Board Chair McAbee called for an executive session, for twenty (20) minutes to consider the selection of a site or the acquisition of real estate by lease or purchase, and to review the performance of a public employee. At 9:27 a.m. the executive session was extended for an additional ten (10) minutes. The Board returned to regular session at 9:37 a.m.

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**8. ACTION**

There was no action taken as a result of the executive session.

**9. ADJOURNMENT**

*It was moved by Trustee McAbee to adjourn the Board of Trustees' meeting at 9:37 a.m. Motion carried.*

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CATHY MCABEE, Chair  
Board of Trustees

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STEVEN J. HANSON, President  
Board of Trustees