

Hybrid Study Session: Building I Boardroom

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Hybrid Regular Session: Culinaire Room (I-108)

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Agenda Items

Information/Action/Presenter

I. STUDY SESSION

12:30 P.M.

1. Call to Order Board Chair Bob Zappone
2. Board of Trustees Board Chair Bob Zappone
 - A. 2025-2026 Board Self Evaluation
 - B. 2026-2027 Board Goals
 - i. President's Draft Goals
 - ii. Establish Board Goals
 - C. 2026-2027 Board Budget
 - D. 2027 Board Meeting Schedule
 - i. 2026-2027 Board Retreat
3. Executive Session
 - A. An Executive Session will be called to review the performance of a public employee and to discuss with legal counsel representing the agency the potential of litigation, in accordance with the Open Public Meetings Act (RCW 42.30.110(1)(g) and (1)(i)).
 - B. Announcement of time Executive Session will conclude.
 - C. Return to open session.
4. Adjournment Action

II. REGULAR SESSION

Information/Action/Presenter

3:00 P.M.

1. Call to Order
 - A. Notation of Quorum
2. Adoption of Minutes
 - A. June 17, 2026 – Board of Trustees Meeting Action
3. Communications Information
 - A. General Information/Introductions
 - B. Correspondence
 - C. Public Comments from the Audience

Public comments are limited to three (3) minutes. Written public comments sent to president@rtc.edu will be read aloud at the meeting. Please e-mail president@rtc.edu before 3:00 P.M. on Wednesday, May 20, to sign up for virtual public comments.

- D. Associated Student Government
- E. Renton Federation of Teachers
- F. Written Communication Reports

- | | |
|---|------------------|
| 4. Action Items | Action |
| A. President's Contract Addendum | President Harden |
| 5. Discussion/Reports | Information |
| A. President's Report | President Harden |
| B. Financial/Budget Status | VP Jackson |
| 6. Meetings | |
| A. Regular Board Meeting – October 21, 2026 | |
| 7. Adjournment | Action |

Renton Technical College
Board of Trustees Meeting
September 16, 2026

AGENDA ITEM:

1. CALL TO ORDER

Information

SUBJECT:

BACKGROUND:

Board Chair Zappone will carry out the Notation of Quorum and call the meeting to order.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
September 16, 2026

AGENDA ITEM:

2. ADOPTION OF MINUTES

Information

SUBJECT:

BACKGROUND:

The following meeting minutes are attached for approval by the Board of Trustees.

A. June 17, 2026 Meeting

RECOMMENDATION:

Approval as presented.

Agenda Items

I. STUDY SESSION

1. Call to Order

Board Chair Tim Cooper called the Study Session to order at 1:11 P.M. and noted that a quorum was present.

2. Executive Session

At 1:15 P.M., Chair Cooper announced that the Board would convene an Executive Session to review the performance of a public employee and to discuss with legal counsel representing the agency the potential of litigation pursuant to RCW 42.30.110(1)(g) and (i). The Executive Session was scheduled for 45 minutes and extended by five minutes. The Board returned to Open Session at 2:05 P.M.

3. SEP Presentation

Executive Director Doris Martinez and Director Lia Homeister provided an update on implementation of the Strategic Equity Plan (SEP). The presentation included progress toward strategic indicators, establishment of five-year targets, development of a new Guided Pathways Equity Impact measure, and recommendations from the SEP Implementation Task Force. Discussion focused on integrating SEP priorities into college operations, improving employee engagement, promoting data-informed decision making, and aligning strategic work with student success outcomes.

4. Adjournment

Trustee Zappone moved to adjourn the Study Session. Trustee Norouzi seconded, and the motion carried unanimously. The Study Session adjourned at 2:52 P.M.

II. REGULAR BOARD MEETING

1. Call to Order

Chair Cooper called the Regular Meeting of the Board of Trustees to order at 3:06 P.M. and noted that a quorum was present.

2. Adoption of Minutes

Trustee Zappone moved to approve the minutes of the May 20, 2026 Board Meeting. Trustee Norouzi seconded, and the motion carried unanimously.

3. Communications

A. General Information/Introductions

There were no introductions.

B. Correspondence

There was no correspondence.

C. Public Comments from the Audience

There were no public comments.

D. Student Leadership

ASG Vice President Row provided updates on student leadership activities and preparations for commencement. Applications for student committee positions have been completed, and plans are underway for upcoming student events. Roe also informed the Board that several student leaders will graduate this year and shared commencement updates.

E. Renton Federation of Teachers

Dr. Huma Mohibullah reported on the successful completion of negotiations and implementation of high-demand funding provisions. She highlighted continued collaboration with instructional leadership through Instruction Strong meetings and discussed efforts to identify resources that support instruction and student success.

F. Written Communication Reports

Chair Cooper asked about scholarship application trends. Carrie Shaw reported that enrollment fluctuations and reduced contributions from a recurring donor contributed to lower scholarship funding availability this year.

4. Action Items

A. FY27 Budget Report

Vice President Jacob Jackson presented the proposed Fiscal Year 2027 operating budget. The proposal reflects increases in state allocation revenue, enrollment growth, compensation adjustments, and planned investments in programs and personnel. Trustees discussed long-term financial projections, reserve utilization, return on investment for new programs, and equipment replacement planning. Trustee Zappone moved to approve the FY27 Budget. Trustee Peschek seconded, and the motion carried unanimously.

B. Quid Pro Quo with RTC Foundation

VP Jackson presented an amendment to the agreement between Renton Technical College and the RTC Foundation. The amendment increases funding to support a Director of Development position and expanded legislative engagement activities. Trustee Norouzi moved to approve the Quid Pro Quo with RTC Foundation. Trustee Zappone seconded, and the motion carried unanimously.

C. Prof Tech Contract

Vice President Lesley Hogan presented the negotiated collective bargaining agreement between Renton Technical College and the Renton Professional Technical Association. The agreement includes salary schedule changes, updates to contract language, and professional development enhancements. Trustee Zappone moved to approve the Renton Professional Technical Association 2026-2029 Contract. Trustee Norouzi seconded, and the motion carried unanimously.

D. RFT High Demand MOU

VP Hogan presented the High Demand Wage Provision Memorandum of Understanding for the Renton Federation of Teachers. The agreement provides compensation adjustments for designated high-demand instructional areas. Trustee Norouzi moved to approve the Renton Federation of Teachers High Demand Memorandum of Understanding. Trustee Zappone seconded, and the motion carried unanimously.

E. FY27 Student and Activities Budget

Director of Student Life Le'Onna Lee presented the proposed Student and Activities Budget for Fiscal Year 2027. The proposal includes increased support for student programs, clubs and organizations, student wages, and student engagement activities. Trustee Zappone moved to approve the Fiscal Year 2027 Student Leadership Budget. Trustee Norouzi seconded, and the motion carried unanimously.

F. Tenure Advancement

i. Advancement from Second to Third Year Status

After considering the recommendation of the tenure review committee and all other recommendations, Trustee Norouzi moved that Jingxia (Selinda) Shi be promoted from second to third year status. Trustee Zappone seconded, and the motion carried unanimously.

5. Discussion/Reports

A. President's Report

President Yoshiko Harden provided a year-end report highlighting successful tenure-track faculty hiring, enrollment growth of approximately eight percent over the previous year, progress on campus construction projects, and continued development of workforce and student support initiatives. She also provided updates regarding federal and state budget developments, trustee recruitment efforts, and accomplishments achieved during the academic year.

6. Board of Trustees

A. Foundation Liaison Report

Trustee Shana Peschek provided a brief update regarding Foundation activities and ongoing fundraising efforts supporting Renton Technical College students.

B. Legislative Action Liaison Report

Vice Chair Bob Zappone provided an update regarding state legislative activities and issues impacting community and technical colleges.

C. FY27 Election of Officers

Trustee Norouzi moved to nominate Trustee Zappone as Chair of the Renton Technical College Board of Trustees effective July 1, 2026, through June 30, 2027. Trustee Cooper seconded, and the motion carried unanimously. Trustee Norouzi thanked Chair Cooper for his leadership and guidance throughout the year.

Trustee Cooper moved to nominate Trustee Peschek as Vice Chair of the Renton Technical College Board of Trustees effective July 1, 2026, through June 30, 2027. Trustee Norouzi seconded, and the motion carried unanimously.

D. FY27 Appointment of RTC Liaisons

The Board appointed Trustee Zappone as the Representative to the Legislative Advocacy Committee, effective July 1, 2026, and extending through June 30, 2027.

The Board appointed Trustee Norouzi as Liaison to the Renton Technical College Foundation Board, effective July 1, 2026, and extending through June 30, 2027.

The Board appointed Trustee Cooper as Liaison to the Community Advisory Committee, effective July 1, 2026, and extending through June 30, 2027.

7. Meetings

The next regular Board meeting is scheduled for September 16, 2026.

8. Adjournment

Trustee Zappone moved to adjourn the meeting. Trustee Norouzi seconded, and the motion carried unanimously. The meeting adjourned at 5:26 P.M.

Renton Technical College
Board of Trustees Meeting
September 16, 2026

AGENDA ITEM:

3. COMMUNICATIONS

Information

SUBJECT:

BACKGROUND:

- A. General Information/Introductions
- B. Correspondence
- C. Public Comments from the Audience
- D. Associated Student Government
- E. Renton Federation of Teachers
- F. Written Communication Reports

RECOMMENDATION:

None.



Administration and Finance Report
Renton Technical College Board of Trustees
September 16, 2026

Financial Report

For month ending August, we are about 17 percent through the year. Revenue collection is about 21 percent. Tuition and fees are up by \$600k from August 2025. We have drawn down \$4M this year compared to \$4.8M in state allocation last year. This is due to the reduction in state allocation from the Legislature.

Expenses are about 13 percent. Expenses are about \$6.6M through August compared to this time last year of \$6.3M last year. Salary and benefits are about \$5.7M, which is about \$300k more than last year. Goods and Other Services are slightly down month ending August compared to last year.

Business Office

The Business Office successfully finished FY26 end of year closing as well as opening FY27.

We have had several staffing changes since our last update.

- Cristel England started as our General Ledger Accountant - Grants.
- Beverly Jensen has announced her retirement effective in October.
- Carol Estrada also retired from RTC after the last Board meeting.

Food Services & Rentals

- August 2025 total revenue \$48,838
- August 2026 total revenue \$62,311
Decreased in revenue \$13,473
percentage decrease 27.59%

Facilities & Grounds

Facilities were busy this past summer with getting the campus ready for this upcoming school year. Some of the project highlights include:

- Medical Assistant space in B124
- Relocating Central Service Technician to B120
- Clearing out Building J prior to construction commencing
- Hiring
 - Director – Facilities and Grounds Services

Capital

Minor Capital projects for Current Biennium (2023-2025):

- **2025-240 – Building J Second and Third Floor Remodel Study (SWL Architects)**
 - Demolition has started.
 - Estimated completion date is August 2027
- **2025-555 - Building L Conversion**
 - We passed final inspection on September 10
- **2025-551 - Bookstore Conversion**
 - Construction has started estimated completion date is end of November 2026
- **EV Expansion**
 - We are waiting for the notice to proceed.



College Technology Services

Fall Quarter

CTS is holding strong with an 88.47% customer satisfaction score (based on user surveys YTD). Nearly a dozen classrooms have had overhead projectors replaced by large TV screens across campus. CTS expects to have at least 25 classrooms upgrade by the end of the calendar year and is working closely with Instructional Support to prioritize spaces for technology upgrades.

Technology News & Updates

CTS has deployed additional artificial intelligence (AI) resources for employees this Fall quarter. Gemeni and Gemini Notebook are now available with enterprise data protection using an RTC account. More details and resources can be found on the CTS SharePoint site.

CTS procured and deployed grant funded cyber security tools over the summer using The State and Local Cybersecurity Grant Program award.

Technology Improvements

CTS assisted with hardware and software enhancements for Events, Catering and Food Services to Payment Card Industry (PCI) standards in preparation for the Fall quarter.

The Cafeteria audio/video (AV) project is nearly complete. This will modernize the multi-use space with new displays, camera, microphone, and speaker equipment.

Multiple classrooms in the H building and A building have TV upgrades ready for the Fall quarter

Upcoming

Blencoe Auditorium technology updates

Classroom display updates (TVs)

Content Creator program hardware deployment

Communications and Marketing Report
Renton Technical College Board of Trustees
Sept. 16, 2026

ENROLLMENT MARKETING

Fall Quarter 26 enrollment campaigns will wrap up as the quarter begins. So far, marketing campaigns and follow-up emails have generated more than 150 enrollments for Summer and Fall quarters. Targeted email campaigns included Cloud Networking, Machining, and Adult High School Completion.

New creative assets are being created for Winter Quarter marketing, with campaigns planned to promote the new Social Media and Content Creator program and other programs starting in January.

COMMUNICATIONS and PROJECTS

Recent project completions include:

- [Commencement Video](#) and social media sharing.
- Planning for the 35th Anniversary of Technical Colleges joining the system.
- Ravens NEST signage and flier, branded with the new Ravens logo.
- Branded templates for Faculty Opening Day.
- Updated program fliers and templates.

NEWS and Web

Web enhancements included a customized Career Explorer section that aligns with Guided Pathways goals and allows students to search for programs by area of interest, program length, or program name. A new [Transfer landing page](#) and enhanced DTA pages were also developed. Kudos to Evyson Beasley and Matt Stephen for their work to refine these new assets.

News stories:

[RTC awarded nearly \\$1 million NSF grant](#)

[Class of 2026 celebrates Commencement](#)

SOCIAL MEDIA HIGHLIGHTS

1. Videos from Commencement drove huge increases year-over-year in June, with video views across platforms up a whopping 790%. Other metrics:



Communications and Marketing Report
Renton Technical College Board of Trustees
Sept. 16, 2026

- Clicks up 110%
- Engagement up 181.5%

2. July and August also saw increases in engagement and audience over last year, with posts about the Dental Clinic and the HS-21 program being the most popular.



Diversity, Equity, and Inclusion Report
Renton Technical College Board of Trustees
September 16, 2026

Diversity, Equity & Inclusion Council

The Diversity, Equity & Inclusion Council (DEIC) will resume its first meeting of the 2026-27 academic year on Monday, October 13, 2026. DEIC meetings are held the 2nd Monday of each month in FLEX format on Zoom and C-111 from 2:30-4pm.

2026-2027 DEIC Meeting Schedule

- Monday, October 12, 2026
- Monday, November 9, 2026
- Monday, January 11, 2027
- Monday, February 1, 2027
- Monday, April 12, 2027
- Monday, May 3, 2027

No meeting College Governance Meetings are held December, March and June.

Diversity, Equity & Inclusion (DEI) – Unit Updates

Associate Dean of Equity & Student Engagement Interviews beginning Sept. 22:

The Division will be hosting four, second round interviews for the Associate Dean of Equity & Student Engagement position. Reporting to the Executive Director of DEI, the Associate Dean is responsible for providing strategic vision and leadership for student engagement, programming, and retention services. This includes the supervision, development, direction and management of strategic engagement initiatives, as well as administrative oversight of the Office of Student Leadership & Programs, the Unity Center, and TRIO Student Support Services.

The interview process will include a campus wide forum. The schedule can be found below.

Candidate A	Candidate B	Candidate C	Candidate D
September 22nd, 2026 2:00pm - 2:50pm C-107	September 23rd, 2026 11:00am - 11:50am C-111	September 23rd, 2026 2:00pm - 2:50pm C-111	September 30th, 2026 11:00am - 11:50am C-111

Office of Student Leadership & Programs

- **Washington State Council of Unions and Student Programs (CUSP) Leadership Conference:** RTC's Associated Student Government (ASG) members, Unity Center Peer Navigators, TRIO and Outreach Student Ambassadors attended the CUSP Leadership Conference at Green River College, September 9-11, 2026. Led by Le'Onna Lee, Director of Student Life, RTC student leaders participated in various leadership workshops and networked with student leaders across the Washington State Community and Technical Colleges.

TRIO Student Support Services

- TRIO SSS welcomed Gerald Bradford as the new TRIO Navigator effective August 3, 2026. The Navigator support students academically persist, graduate, and transfer to four-year institutions. This includes assisting students with clarification of academic and life goals, creating individualized success planning, monitoring progress, and connecting students to college and community resources.
- September 24 marks one year of the TRIO program at RTC. Under Dr. Lisa Hahn's leadership, the TRIO program has met required enrollments for year 1 of the program and with over 700 student expressed interest.

Unity Center

- Thanks to the partnership and leadership of the Office of Student Life and Director Le'Onna Lee, the newly hired 26-27 Unity Center Peer Navigators participated in the Associated Student Government (ASG) Student Leadership Training and the Council of Unions and Student Programs (CUSP) Student Leadership Conference at Green River College.
 - Student Leadership Training kicked off on Sept. 1
 - Student Leadership Conference @ GRC kicked off on Sept. 9th – Sept. 11th, where students engaged with peers from the 34 community and technical colleges in Washington
- Our first event of the quarter will be during the first week of classes to Welcome Back students to the new academic year and quarter!



RTC Foundation Report Renton Technical College Board of Trustees September 16, 2026

Scholarships and Events

Fall 2026 Scholarship Cycle

Applications closed June 2nd with 96 completed applications. The Scholarship Committee met July 29th and awarded 104 scholarships representing **\$188,500**. This represents a 23% decrease in amount awarded from previous year (PY) and a **91% award** rate for the quarter.

FY2025-2026 Scholarship & Grant Report

The Foundation developed and provided various reports to donors and in preparation of the Annual Report. Here are highlights from FY2025-2026.

85% persistence rate for Scholarship recipients

98% persistence rate for Book & Equipment Support grant recipients

FY2025-2026 Connell Scholarship Report

As the Foundation's largest single scholarship for funds disbursed annually, here are highlights and outcomes from FY2025-2026 scholarship recipients. Top Area of Study: Healthcare (45%), skilled trades or Manufacturing (33%), Information Technology (22%). Overall recipient outcomes and demographics:

90% persistence rate

76% retention rate

60% female

76% students of color

McCarthy Bridge Grant Summer-Fall 2026

There have been 25 grant recipients for Summer-Fall with the highest enrollment in the Pre-Nursing program.

FY2025-2026 Report: 53 grants awarded totaling **\$212,000**. Recipient outcomes include:

92% persistence rate for recipients a 13% increase from previous year

90% students of color a 4% increase from previous year

80% female students

Top Area of Study: 56% Health & Human Services and 20% Business Management.

Book & Equipment Grant

The current budget for FY26-27 based on donations is \$194,598.23. There have been 58 of the larger \$1,000 grants awarded of 150 available, and 18 awarded of 89 available of the \$500 grants. The larger \$1,000 BES grant goes to students in high-cost and targeted programs. Students who received the larger BES grant had a 98% persistence rate FY25-26.

WABO Testing grants

The current budget for FY26-27 includes covering 25 testing grants. This test provides a certification that increases a welding graduates entry level salary. The grant has increased the number of students taking the test by 50%.

Fall Kick-Off and Payroll Giving Campaign

The Foundation hosted staff and faculty for the annual Fall Kick-Off breakfast, program, and payroll giving campaign, Tuesday, Sept. 15th. This is an opportunity to highlight how the Foundation supports the equity mission of the college and to foster a culture of giving. Payroll giving is an effective way for staff and faculty to engage with the work of the Foundation. Over \$44,000 was raised through payroll giving FY25-26 representing a 7% increase from the previous year.

2026 Celebrity Chef Dinner Nov. 12th

Renowned Pacific Northwest Chef John Howie will serve as the 2026 Celebrity Chef for the Nov. 12th event. Hobart Service, Sysco, Amazon, and Bargreen Ellingson are current sponsors with \$12,500 in support. This is a “hot ticket” event and the Chef’s Table has already been sold for \$7,000. Proceeds from the dinner go to support culinary student scholarships and program enhancements.

Development & Community Engagement:

The Foundation had its second-best July raising over \$411,000 for the month.

- A donor provided \$50,000 for computers to launch the college’s new digital marketing program.
- The Connell family donated \$200,000 to support their scholarship for the 2026-27 academic year. This is the fourth year the Connell’s have provided generous support for scholarships.
- An anonymous donor provided \$150,000 for the Book & Equipment Support (BES) grant. This is a 50% increase from PY from this donor and increases the number of student grants to 150 for the targeted and larger BES grant. This is the seventh year of support from this donor.
- Amazon increased their annual grant amount to \$35,000 up from \$10,000 PY. This includes support for scholarships, events, and seed funds for a new satellite manufacturing certificate.
- Board Recruitment: Renton City Councilmember Ruth Perez joins the Foundation Board starting in Sept. 2026. Councilmember Perez was first appointed in 2014 as the first Latina and immigrant to serve on the Council. She has since been reelected three times, serving as Council President and the first female Chair of the Renton Regional Fire Authority Board. She has an extensive background in public service and a successful private sector career as a broadcast journalist, editor-in-chief and founder of three magazines, serving in the Administration of former Washington Governor Gary Locke and at the Consulate of Mexico in Seattle.
- New scholarships – Sellen Foundation has restarted their named scholarship for construction management and business programs. The NW GTO Legends also restarted their club’s named scholarship in support of automotive students.
- Washinton Association of Foundation Leadership (WAFL)
The semi-annual gathering of Foundation Executive Directors occurred in August at Highline College. Carrie presented on the work of the Strategic Partnership Task Force and how partnership strength was incorporated into the Strategic Equity Plan. She was joined by Lindsey Woolsey, co-founder of the Next Gen Sector Partnership model who has been the chief facilitator for the Kent Valley Air & Space Roundtable. Grays Harbor College. Staff attended as part of their professional development.
- Grant Outreach: Proposals being prepared for Microsoft Philanthropies, WSECU, Norcliffe Foundation. Meetings occurred with various public officials around grants for a mobile radiology lab to support the launch of a new radiologic technician program. To date, \$50,000 of seed funds have been raised through private donors.

- Kent Valley Air & Space Roundtable: In June staff attended the Legislative Roundtable to discuss workforce development needs and expected growth in the air and space sectors over the next several years. Dr. Harden will be a panelist at the Aerospace Futures Alliance Summit to discuss the Workforce Pipeline.

Operations

Finance Committee Q2 review

The committee met to discuss Q2 performance with investment managers Bagley Phelps. This was the best quarter since Q2 2020. Despite concerns of higher oil prices, inflation, and ongoing geopolitical tensions, broad segments of the equity market performed strongly, including both growth and value, as well as small, mid, and international stocks. The technology sector led the rally, largely related to excitement around artificial intelligence (AI). The primary Foundation portfolio started the year around \$3.2M and ended Q2 close to \$3.4M, after \$265K in market gains and \$35K in total investment income.

New Auditor

The Foundation issued a “by invitation only” request for auditing and 990 tax preparation services. The Finance Committee is reviewing proposals and interviews are scheduled for mid-September. The Board will finalize a selection on September 24th. It is a best practice to periodically go out to bid for services to ensure competitive costs and appropriate services.

New Foundation Position

Per approval of the Trustee’s and Foundation Board in the FY2026-2027 Quid Pro Quo agreement and budget, a Director of Development has been created and the position posted. The first-round interviews of candidates are scheduled to start in mid-September. This role will focus on developing the annual campaign in support of scholarships, direct student grants, and event sponsorships.

New Administrative Platforms

Summer projects have included the implementation of more robust event functions and auction support through the Foundation’s CRM and donor database platform Bloomerang. A new accounting platform (Bill.com) has also been implemented for automated bill paying that streamlines the invoice and documentation through QuickBooks.



Human Resources

Renton Technical College Board of Trustees

June 2026 Report

The following personnel actions occurred during June 2026 and are presented for the Board of Trustees' information

AFT	Effective Date	Position	Department
-Hires			
Justina Houston	6/1/2026	Custodian I	Custodial
Anselma Tubolino	6/1/2026	Custodian I	Custodial
WFSE	Effective Date	Position	Department
Prof Tech	Effective Date	Position	Department
-Hires			
Kevin Mercado	6/11/2026	Security Officer (Part-Time Weekend)	Campus Safety & Security
Exempt	Effective Date	Position	Department
-Hires			
Kieu Luong	6/1/2026	Senior Accountant (<i>title change</i>)	Business Office
Le'Onna Lee	6/16/2026	Director of Student Life (<i>title change</i>)	Diversity, Equity & Inclusion
-Separations			
Christina Rupp	6/30/2026	Construction Center of Excellence Director	Construction Center of Excellence
RFT	Effective Date	Position	Department
-Hires			
Lani Shelton	6/5/2026	Part-Time Faculty	Dental
Emily Kessler	6/24/2026	Part-Time Faculty	Surgical Technology
Alex Chapa	6/29/2026	Part-Time Faculty	Surgical Technology
Ying Jin	6/30/2026	Part-Time Faculty	College & Career Pathways
-Separations			
De Etta Burell	6/30/2026	Full-Time Faculty	College & Career Pathways
Connie Berrysmith	6/30/2026	Full-Time Faculty	Dental
Simone Jarzabek	6/30/2026	Part-Time Faculty	Cybersecurity

	Monthly Total Hires	% of Diverse Hires YTD
Full-Time	2	80%
Part-Time	5	61%



Human Resources

Renton Technical College Board of Trustees

July 2026 Report

The following personnel actions occurred during July 2026 and are presented for the Board of Trustees' information

AFT	Effective Date	Position	Department
WFSE	Effective Date	Position	Department
-Separations			
Nana Kopp	7/24/2026	Administrative Assistant V	Advanced Manufacturing
Prof Tech	Effective Date	Position	Department
-Hires			
Cristel England	7/1/2026	General Ledger Accountant	Business Office
Exempt	Effective Date	Position	Department
-Separations			
Nick Zier	7/14/2026	Facilities & Grounds Services Manager	Facilities
Soha Qassis	7/15/2026	Human Resources Benefits Manager	Human Resources
RFT	Effective Date	Position	Department
-Hires			
Hannah McConnell	7/1/2026	Part-Time Faculty	General Education
Kelly Serafini	7/22/2026	Part-Time Faculty	General Education
Ruby Fore	7/28/2026	Part-Time Faculty	General Education

	Monthly Total Hires	% of Diverse Hires YTD
Full-Time	1	0%
Part-Time	3	0%



Human Resources

Renton Technical College Board of Trustees

August 2026 Report

The following personnel actions occurred during August 2026 and are presented for the Board of Trustees' information

AFT	Effective Date	Position	Department
WFSE	Effective Date	Position	Department
-Separations			
Carol Lucero De Estratda	8/7/2026	Accounts Payable Specialist	Business Office
Phebe Pavelka	8/28/2026	WorkFirst Services Specialist	Workforce Education & Grants
Prof Tech	Effective Date	Position	Department
-Hires			
Gerald Bradford	8/3/2026	TRIO Student Support Services Navigator (<i>position change</i>)	Diversity, Equity, & Inclusion
Exempt	Effective Date	Position	Department
RFT	Effective Date	Position	Department
-Hires			
De Etta Burrell	8/1/2026	Part-Time Faculty (<i>rehire</i>)	College & Career Pathways
-Separations			
Jason Heitkamper	8/20/2026	Part-Time Faculty	Surgical Technology
Megan Graham	8/21/2025	Part-Time Faculty	Surgical Technology

	Monthly Total Hires	% of Diverse Hires YTD
Full-Time	0	0%
Part-Time	0	0%



Office of Innovation and Strategic Partnerships Report
Renton Technical College Board of Trustees
September 16th, 2026

Wade Parrott:
Executive Director of Innovation & Strategic Partnerships

Progress Over Summer 2026

Over the summer, OISP focused on advancing strategic partnerships, workforce initiatives, and revenue generating programs while working closely with colleagues across the College to develop new opportunities. OISP collaborated closely with RTC Workforce Development, the Grants Office, Instruction, the RTC Foundation, and external partners on several major initiatives, including the Ballmer Foundation opportunity and the Juma Ventures BlackRock Future Builders grant application. Additional progress included formalizing the RTC and Juma Ventures partnership, strengthening engagement with the regional aerospace and manufacturing sector, exceeding Continuing Education revenue expectations, and developing new opportunities in Artificial Intelligence workforce training and community-based programming. OISP also continued supporting the President's Community Advisory Committee and preparations for its fall convening. Additional details are provided in the sections below.

I. Community Partnerships

Ballmer Foundation Aerospace and Manufacturing Initiative

Following an internal review of the original Ballmer Foundation proposal and subsequent discussions with Foundation representatives, including a June meeting with Laura, OISP worked closely with RTC Instruction, Workforce Development, the Grants Office, and the RTC Foundation to reassess the opportunity and better align the proposal with the Ballmer Foundation's mission and priorities.

Through this collaborative review process, the original concept was repurposed to focus on supporting RTC's Aerospace and Manufacturing priorities. The revised direction reflects the continued growth and importance of Washington's aerospace and manufacturing sectors, RTC's strong existing relationships with Boeing and the Aerospace Alliance, and the opportunity to build on existing institutional strengths and workforce infrastructure.

The revised focus provides an opportunity to support workforce development in a sector that is central to the regional economy while building on relationships that RTC has already established with industry partners. OISP will continue working with the RTC Foundation, Instruction, Workforce Development, Grants Office, and industry partners to further develop the proposal and identify opportunities to support workforce pathways connected to high demand aerospace and manufacturing occupations.

Juma Ventures Partnership and MOU

RTC and Juma Ventures have formally signed a three-year Memorandum of Understanding establishing a framework for collaboration around education, workforce development, pre apprenticeship, and career pathways for young people in the Seattle and King County region.

The partnership will connect Juma participants with RTC educational and workforce pathways while creating opportunities to strengthen access to apprenticeship, pre apprenticeship, career development, and student support services.

OISP also worked closely with RTC Workforce Development, the Grants Office, Instruction, the RTC Foundation, and the Machinists Institute in developing a \$1 million BlackRock Future Builders grant application with Juma Ventures. The proposed Launchpad initiative would expand access to skilled trades pathways and build on RTC's existing apprenticeship infrastructure and partnership with the Machinists Institute.

Family First Community Center Partnership

OISP is also in the process of developing a partnership with the Family First Community Center, founded and developed by former Seattle Seahawks player Doug Baldwin.

Given the Center's proximity to RTC and the overlap between the communities served by both organizations, the partnership represents a natural opportunity for collaboration.

Initial discussions are focused on opportunities including:

- Shared use of community and educational space.
- Program enrollment and outreach.
- Collaborative workforce and educational programming.
- Connecting RTC programs with community members and families served by the Center.
- Identifying opportunities to leverage the strengths and resources of both organizations.

OISP will continue developing this relationship with the goal of creating a mutually beneficial partnership that expands RTC's community presence and provides additional pathways into education, workforce training, and career development.

II. Continuing Education (CE)

OISP continues to oversee RTC's Continuing Education portfolio, with a focus on workforce responsive programming, sustainable revenue growth, and expanding access to education and training.

1. Revenue and Program Growth

RTC Continuing Education exceeded its annual revenue expectations and projections, generating slightly more than \$550,000 across 10 course offerings, as confirmed by the RTC Business Office. The results reflect strong demand for RTC's workforce aligned training and provide a strong foundation for continued program growth.

2. Boiler Training Demand and Expansion

The majority of Continuing Education revenue came from Boiler 3, Boiler 4, and refresher courses offered in both online and in person formats. Demand remains strong, heading into fall, with a growing waitlist for upcoming courses and additional requests for customized Boiler training from industry, local businesses, and other community and technical colleges in the region. OISP is exploring adding another Boiler course in the fall to expand capacity and meet demand.

3. Washington Business Week

For the first time in RTC's long history of hosting Washington Business Week, the program was operated through Continuing Education this summer. In July, RTC hosted more than 80 high school students on campus for the immersive business and leadership program focused on entrepreneurship, leadership, career exploration, and connections to business and higher education.

In another first for the program, participating students were eligible to receive Prior Learning Assessment (PLA) college credit for learning demonstrated through Washington Business Week. OISP worked closely with the RTC Enrollment Office to establish the process and make the credit opportunity possible. This represents a significant expansion of the program's value to participating high school students, as previous WBW participants who completed the program did not receive college credit.

4. Artificial Intelligence Workforce Development

OISP is collaborating with RTC Instruction on a \$1 million Advanced Technological Education - National Science Foundation (ATE-NSF) grant proposal focused on developing non-credit AI workforce training. The initiative is led by Instruction and managed by the RTC Instructional Design team, with OISP supporting strategic alignment and external partnerships. The proposal responds to growing industry demand for practical AI capabilities, including agentic AI, orchestration, and evaluation.

III. President's Community Advisory Committee (CAC)

The President's Community Advisory Committee (CAC) continues to provide a valuable forum for connecting RTC with leaders across education, government, philanthropy, workforce development, and the business community. The June 3 meeting brought together representatives from College Spark Washington, Juma Ventures, the City of Renton, Renton School District, and RTC to discuss regional workforce needs, economic development, youth workforce pathways, and opportunities for stronger collaboration.

The meeting established strong momentum and consensus around shared priorities, including connecting education more closely with regional workforce needs and expanding pathways for students and young adults. These discussions have continued to inform OISP's partnership development and workforce initiatives throughout the summer.

➤ Fall 2026 CAC Meeting

Planning is underway for the next CAC meeting, currently being finalized for the week of November 2–6, 2026. The fall convening will build on the relationships, synergy, and areas of consensus established during the June meeting, with a continued focus on regional workforce needs, emerging industry opportunities, economic mobility, and how RTC and its community partners can work together to strengthen education and career pathways.

Institutional Research and Effectiveness (IR&E)
Renton Technical College Board of Trustees
September 16, 2026

College Stats

- 1st Fall-to-Winter Retention Rate: **80%**
- 1st Fall-to-Spring Retention Rate: **71%**
- Year 3 Completion Rate: **36%**
- Year 4 Job Placement Rate: **78%**

Source: SBCTC First-Time Entering Cohort (FTEC) Dataset. Rates reflect the most recent reporting years available for each metric (2025, 2024, 2022, and 2020, respectively).

Strategic Planning & Accreditation

- The Strategic Equity Plan (SEP) has entered Year 3 implementation. Year 2 strategic indicator data is currently being collected and analyzed for annual reporting.
- Annual Unit Planning was launched in August during the All-Leadership Meeting.
- Feedback from campus climate listening sessions has been reviewed by Cabinet, with action plans developed to address key themes. A summary of findings has been published on the RTC website.
- Accreditation efforts continue in preparation for the Year 6 Policies, Regulations, and Financial Review (PRFR) and the upcoming spring ad hoc visit.
- Methods and data sources for student achievement and return-on-investment metrics have been established and documented to support accreditation requirements.
- Monthly Cabinet Data Sessions were launched in June to support the data culture at RTC.

Program Review & Assessment

- Academic Program Learning Outcomes (PLO) assessment mapping were completed during Fall Faculty In-Service.
- Annual Non-Academic Unit Assessment activities are underway.
- New academic program review dashboards have been developed to support planning, resource allocation, and continuous improvement efforts.

Data & Reporting

- IR&E is completing required state and federal reporting, including:
 - Financial Value Transparency/Gainful Employment (FVT/GE) reporting
 - Equity, Diversity, and Inclusion (EDI) legislative reporting
- A Limited English Proficiency (LEP) assessment has been developed to identify language communities within RTC's service area and support equitable access to services.

Systems & Process Improvements

- EAB Care Units are being expanded to additional departments, supported by new training resources to improve platform adoption and enhance recruitment and student success efforts.
- Cross-functional teams are developing an onboarding automation process to streamline hiring and onboarding activities for departments, Human Resources, and supervisors.
- Three data visualization platforms were evaluated to support institutional reporting and analytics. One platform has advanced to the testing phase.

Other Projects

- RTC is partnering with ITHAKA on a grant-funded research project focused on student basic needs.
- In collaboration with King County Metro, RTC is administering a year-long pilot program providing state-funded ORCA transit cards to eligible students.
- RTC continues its partnership with Renton School District (RSD) to share data and promote enrollment to RTC from RSD.
- During the summer, IR&E completed **27 ad hoc data and research requests**.

Instruction Report
Renton Technical College Board of Trustees
September 16, 2026

Board of Trustees Report — September 2026

Covering: Advanced Manufacturing department update and the State Board Wales Delegation study visit

Advanced Manufacturing Department Update

Tami Rable, Interim Dean, Advanced Manufacturing

Advanced Manufacturing is executing well on the strong foundation built by former dean Shannon Matson, and Interim Dean Tami Rable has kept that momentum going without interruption. The department's flagship facilities project — converting Building L into new instructional labs for Commercial Building Engineering (CBE) and HVAC — is on schedule for fall quarter, with equipment move-in beginning the week of September 7. This expansion directly reflects growing enrollment and strong employer demand across the department's programs.

The Boeing partnership continues to build: Boeing has invested \$200,000 (split with Clover Park) in new workbenches, toolkits, and electrical simulators now on campus, laying the groundwork for an aerospace assembly/tooling training program targeted for early 2027. The department is also strengthening its instructional bench, adding a new HVAC instructor and moving to fill additional teaching and support roles to keep pace with demand.

Funding momentum is strong: the department has secured three new federal and grant awards in recent weeks, including a multi-million-dollar Patty Murray congressionally directed grant funding new equipment such as welding robots and CNC machines, and NSF grants supporting mechatronics pathway development and prior-learning credit opportunities. Together, these wins position Advanced Manufacturing for continued growth, and the department's permanent dean search — closing the week of September 7 — has several strong candidates signaling intent to apply as the college looks to build on this momentum.

Wales Delegation Overview

Stephanie Delaney, VP of Instruction — June 2026 State Board study visit

Stephanie joined a multi-agency State Board delegation (SBCTC, Technology Alliance, Edmonds CC, and Clover Park staff) visiting CollegesWales, including Cardiff and Vale College, Gower College Swansea, and Coleg Cambria. During our time in Wales, we attended sessions hosted by CollegesWales, the Welsh regulator MEDR, and innovation

hub Tramshed Tech. Stephanie and the team learned a ton. Here are a few high level observations.

1. A well-funded system built on collaboration, not competition. Wales's tertiary sector is coordinated by MEDR, a single regulator/investor (~£1B (~\$1.27B USD) annual budget for 2026–27) covering FE, HE, research, and apprenticeships together. Colleges pool effort rather than duplicate it: a national digital-skills consortium gives employers one point of contact across multiple colleges, and a national "Wales AI Community" shares AI policy and practice sector-wide. A £3.45M (~\$4.38M USD) Cardiff Capital Region skills program pooled 21 delivery partners to reach 977 learners and 251 employers in two years — moving faster than comparable Washington efforts, which are split across many independently governed regional budgets. **Relevance:** reinforces the case for RTC pursuing shared, cross-institutional resources rather than building every capability alone.

2. AI workforce readiness treated as a coordinated national push. Coleg Cambria licenses Google Gemini across tiered staff access (156 "Pro" users including managers; 1,300 "Standard" users including all lecturers); a staff survey found 81–90% reported time savings, valued at roughly £500K (~\$635K USD)/year. AI agents built in Microsoft Copilot now draft Individualized Development Plans for learners with additional needs, saving an estimated 6,000 staff hours and £20,000 (~\$25,400 USD) in one term. MEDR commissioned a national AI-in-tertiary-education report and runs a sector-wide community of practice; Gower College Swansea pairs a lightweight AI-use policy with a graded AI-use scale students must log, similar to a citation. **Relevance:** directly informs partnerships with other colleges and industry partners as well as participation in projects like Microsoft's Elevate Grant.

3. Deep employer co-investment in apprenticeships. Coleg Cambria's Airbus partnership includes 579 apprentices supported by 15 college staff based full-time on-site; a new Rolls-Royce apprenticeship pays accepted 16-year-olds £21,000/year (~\$26,670 USD/year) to start, with some graduates later out-earning their instructors. Apprenticeships are funded nationally through a UK employer payroll levy administered by MEDR — a structural contrast to Washington's college-by-college model. Cardiff and Vale College's supported-internship program for young people with additional learning needs lifted employment outcomes from a 4.8% baseline to 59.8%. **Relevance:** the clearest transferable benchmark from the trip — full-time embedded employer staff, joint curriculum design, and structured progress reviews — for deepening partnerships like RTC's existing Boeing relationship and extending apprenticeship models beyond traditional trades.



Student Services

Renton Technical College Board of Trustees

September 16th, 2026

Summer recap and plans for 2026-2027 from around the Division

- Academic Counseling
 - Summer academic SAP outcomes continued to improve, with a 15% reduction in the number of students on Academic SAP compared with the three-year summer average. This continued improvement is encouraging and reflects the impact of ongoing retention efforts.
 - Several faculty counselors used the summer to audit older program plans and teach-out pathways, helping ensure students remain on track toward completion and identifying potential barriers before they become obstacles to graduation.
 - The advising team is looking forward to several professional development opportunities this year and continuing to expand the tools, resources, and strategies available to better support students throughout their academic journey.
- Campus Security
 - This summer we tested our backup generator for Building N. We discovered we were able to power the entire building, including HVAC, water boilers etc. In addition to a fully functioning EOC, the second floor can support additional operations if needed.
 - We've procured additional mass notification system peripherals for the campus and will be deploying them fall quarter.
- Disability Resource Services
 - Partnered with the Division of DEI to provide training to student staff and leaders about accessibility and supporting students with disabilities.
 - Began planning for RTC's 4th annual Disability Justice Week. Programming will take place the week of October 19-23.
- Financial Aid
 - Passport to Careers (PTC): RTC has been approved to participate in the Student Support Program for the first time. This initiative provides funding and coordinated support for students who have experienced foster care and/or unaccompanied homelessness, while strengthening on-campus resources and community partnerships to promote student success and wellness.

- Ability to Benefit (ATB) ensure students without a high school diploma or foreign equivalent, or no secondary credential can access pathways leading to a high school diploma while pursuing an ATB eligible workforce credential or college degree.
- Student Federal Loans Change Implementation: Successfully adopted historic federal student loan changes under the Working Families Tax Cuts Act (OBBA), effective July 1, 2026.
- Renton Promise growth and retention data:
 - RP enrollment growth increased by 109% since AY 2023-24
 - About a 30% increase, from 189 students in AY 2024-25 to 245 students in AY 2025-26.
 - RP is demonstrating strong with 63% of the AY 2023-24 cohort and 71% of the AY 2024-25 cohort returning the following academic year.
- Enrollment Services
 - One change that began at the start of this academic year, during the Summer 2026 quarter, was implementing registration appointments for our CCP students. The goal is to help more of these students successfully transition into our professional-technical programs.
 - Another initiative that we will officially launch beginning Winter quarter is multi-level credentialing for all students. We have been piloting this approach with three programs, and the results have been very successful. Because of that success, we will be expanding it across all our programs.
 - Under this model, when a student applies for a certificate or degree program, they will automatically be activated for any lower-level certificates associated with that pathway. This will help ensure students receive recognition for milestones they achieve along the way and will also provide a more accurate picture of our completion rates.
- Entry Services
 - Starting this October 2027, we will be requiring all new students to complete entry advising. We have had a successful pilot, and we are ready to scale up! We will be offering more group advising sessions to serve students. The intent is to have all new students receive a consistent new student experience, and to better prepare our students for their time with us.
- Learning Resource & Career Center
 - The remodel of LRCC is complete, now including a formal clothing closet.
 - Raven's Nest has been formalized in shared space with Wellbriety and Career Services C104
 - LRCC received \$32k grant from Arcora foundation to purchase healthy food through December 2026.
 - Benefit Navigators have formalized a partnership with King County Metro to provide bus passes to current students starting this Fall, it is a 1-year pilot.
- Fall resource fair is scheduled October 14 in the Cafeteria

- Outreach & Recruitment

- Outreach has been busy this summer! We've been all around town—from the Northside to the Eastside, Westside, and Southside—connecting with members of our community and building meaningful relationships along the way.
- It has been wonderful to see so many familiar faces at events like Renton River Days (pictured right), as well as at our recent Cinematique Foster Youth event in Seattle, pictured left with Mayor Katie Wilson.
- This summer, we attended more than 20 community events throughout King County, creating opportunities to connect, listen, and share more about the work happening across our campus and in our communities.
- A special thank you to the many departments across campus who helped make this outreach possible.



Renton Technical College
Board of Trustees Meeting
September 16, 2026

AGENDA ITEM:

4. ACTION ITEMS

Action

SUBJECT:

BACKGROUND:

- A. President's Contract Addendum

RECOMMENDATION:

Approve as requested.

Renton Technical College
Board of Trustees Meeting
September 16, 2026

AGENDA ITEM:

5. DISCUSSION/REPORTS

Information

SUBJECT:

BACKGROUND:

A. President's Report

Dr. Harden will provide a report subsequent to the June 17, 2026 Board meeting

B. Financial/Budget Status

Vice President Jackson will provide a report of the budget

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
September 16, 2026

AGENDA ITEM:

6. MEETINGS

Information

SUBJECT:

BACKGROUND:

- A. The next regularly scheduled meeting of the Board of Trustees will be October 21, 2026.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
September 16, 2026

AGENDA ITEM:

7. ADJOURNMENT

Action

SUBJECT:

BACKGROUND:

RECOMMENDATION:

Motion required.