

**Board of Trustees – Regular Board Meeting  
Board Room (I-202)****October 17, 2018  
3:00 P.M.****MINUTES****1. CALL TO ORDER**

The meeting was called to order at 3:00 p.m. by Board Vice Chair Takamura. A notation was made that a quorum was established, and Vice Chair Takamura led the flag salute. Board Chair Entenman was absent from the meeting.

**2. ADOPTION OF MINUTES**

Board Vice Chair Takamura asked for corrections and/or additions to the following minutes:

**September 19, 2018 special and regular meeting/retreat**

*Trustee Unti introduced a motion to approve the meeting minutes for the special and regular meetings held on September 19, 2018 as presented. Trustee Palmer seconded, and the **motion carried.***

**3. COMMUNICATIONS**

- A. General Information/Introductions** Dr. McCarthy introduced Dr. Jichul Kim as the newest U.S. Citizen in attendance at the meeting! He had an interview last week and they fast tracked him through the process and swore him in on the same day. Congratulations to Dr. Kim.
- B. Correspondence** Correspondence was sent electronically to Board members.
- C. Comments from the Audience** Mr. Rick Geist, Welding Faculty member and RFT legislative representative, informed the Board of the Democratic Caucus fundraising party at 6:30 p.m. in H-102 tonight. Mr. Brian Thompson, Ford ASSET Faculty member, noted his concerns about budget constraints, which he called unprecedented in the history of the college. The history of the college is rich, and has always stayed resilient and funded by strong technical programs. Faculty are feeling the budget cuts in their programs. The ASSET Advisory committee will be meeting tomorrow, and will talk about the possibility of other locations that can better serve Ford ASSET in the future.
- D. Student Leadership** Director Supinski noted that there were no students at this meeting and she looked forward to the Transforming Lives action on student applications later in the agenda.
- E. Renton Federation of Teachers** President Sheila May Farley informed the Board that negotiations were completed yesterday. The Contract will be shared with membership next week and they are excited about that. Today is a happy day! The Federation and membership have been anticipating this; we hope they are as excited as the negotiation team. The RFT Negotiations team hopes the board will also appreciate the work. There are a lot of new students in select programs. The demographic mix, including age is positive; but, we could always have more.
- F. Written Communication Reports** Written reports included in the Board materials are well done and appreciated.

#### 4. ACTION

##### A. ACT Transforming Lives – Student Award Selection

Ten (10) student applications were sent to the Board for consideration for the ACT Transforming Lives Scholarship. Trustees Entenman and Page reviewed and submitted for Board consideration, essays number four (4) and five (5).

*Trustee Page introduced a motion to advance essay number five (5) from the ten (10) applications received onto the ACT Transforming Lives committee for competing at the state level, for the Transforming Lives Scholarship. Trustee Palmer seconded and the motion carried. Application Essay number five (5) is **Anna White**.*

#### 5. DISCUSSION/REPORTS

**A. President** Dr. McCarthy is now a courtesy faculty member at Oregon State University in order to serve on a Doctoral Committee for Cindy Lenhart. Ms. Lenhart worked at Achieving the Dream (AtD) and was actually the person who called Dr. McCarthy when RTC received the Adjunct Engagement grant.

**Goals** – This year, Dr. McCarthy’s goals are *Equity, Advocacy, Trust and Finance*.

**Equity** – Last week seven (7) faculty members participated in the Cross-Institutional Faculty of Color Mentorship Program. The first DEIC meeting of the year was held and included discussion on how to operationalize the plan that was presented to the Board last June. Five (5) Action Teams were developed: Instruction, Special Projects, Research and Development, Professional Development, and Fiscal Action. Vice President Reyna will work with the leads of each Action Team to develop processes and benchmarks in November. We are working with Marketing and Communications on a DEI Webpage and convening a group to assist in that configuration. We also continue our work to keep the website updated to support undocumented students, and are working on professional development to utilize HB1079 regarding resident tuition rates.

**Advocacy** – At the Federal level in our advocacy efforts, Congressman Smith’s Legislative Assistant, Connor Stubbs met with Dr. McCarthy. Our Workforce Team provided feedback on a proposed bill and a quotation for their press release on the Empowering Individuals to Succeed through Education and Workforce Training Act. This legislation would establish a new grant program under the Workforce Innovation and Opportunity Act (WIOA) dedicated exclusively to providing support services for individuals receiving workforce training and education. A meeting was also convened with Ms. Stasha Espinosa, Senator Murray’s King County Outreach Director. She is also coordinating a Round Table about the local efforts to provide supportive resources for financially needy students. Senator Murray sent a letter to Alma Meza congratulating her on the ACCT Regional Faculty Award.

Dr. McCarthy reviewed and summarized the 2019-21 Operating and Capital Budget Requests from the SBCTC One-Pagers. Instructor Geist and Dr. McCarthy have been meeting about how RTC and RFT can work together on legislative agendas. They plan to take Olympia by storm. Operating Budget Request: 1) Competitive compensation for student success (\$68M) - faculty and exempt positions (staff in most cases are negotiated in the Governor’s office), our staff is not a part of that; we negotiate separately, locally. We are discussing this with SBCTC to include our classified unions. 2) Pathways to jobs for all Washingtonians (\$86M). 3) High demand training locally and statewide (\$35M). We are advocating that these funds requests help address systemic funding inequities for the technical colleges and to give us as much flexibility as possible. For example, high-demand funds should be available to support and improve current

programs, not just support new enrollments. We also believe the technical colleges should get a specific slice of these funds to compensate for the Running Start bonus comprehensive colleges are receiving. Only two (2) percent of FTE in Running Start (RS) comes to technical colleges. Most RS students go to colleges with transfer degrees. Compensation is also tricky: The allocation model in 2015 originally gave RTC more funding because of weighted enrollments (1.3 modifier). After COLAs that year, WACTC voted to put the funds in safe-harbor, so these funds went to colleges in the old manner, diluting the purpose of the model. But, changing these systemic inequities will be difficult.

Our Capital Budget request originally ranked eighth (8) on the new project list, but went down to sixteenth (16) because of an error by the Architect. With the new requests added to those already in the queue, our project is thirty-fifth (35). We need to advocate for the full Capital request of \$623M to fund all 2019-21 system requests. This will be difficult. For example, the Infrastructure for Western State hospital needs to be addressed in the state. Dr. McCarthy would like to ask Mayor Law to testify with him, that this is more than just a need to the college, but also a community need.

Several weeks ago the Senate Democratic Caucus met on our campus; Dr. McCarthy took the opportunity to educate them about the unique role of and restrictions on technical colleges.

Last Friday Senators Wellman and Keiser met on our campus to discuss Career Connected Learning/Career Connect WA initiatives which focus on youth apprenticeships and work-based learning. This is one of the Governor's initiatives based on a Swiss model. Dr. McCarthy participated in their discussions. We want to be supportive where this could assist us, and it could be an avenue for better apprenticeship tuition waiver reimbursement, but we don't want the effort to take away from what the college system does well.

Dr. McCarthy is also involved in advocating for a portion of the Puget Sound Taxpayer Accountability Account (PSTAA) funds established in the transportation bill for ST3. \$518M is projected over an 18 year period (through 2035). The Puget Sound Coalition for College and Career Readiness is working on a King County Promise Scholarship. There is a King County Council meeting on October 29 where many college presidents, including Dr. McCarthy, plan to testify. He testified last year as well.

**Trust and Finance** – Dr. McCarthy wrote everyone at the college yesterday to say, please vote! The next all-college meeting is scheduled for October 22. Dr. McCarthy will talk about enrollment figures, where we are with the budget, and what we might do to collectively to work on outreach and retention. Our enrollments this year are coming in below the projections of when the budget was built. People are going to work instead of school, or they are jobbing-out. Initial projections for tuitions revenues will be about \$300K shy this year. Besides fewer students in some programs, we have also lowered credits in some programs (i.e., Computer Science from 21 to 15). We have lower IBEST enrollments this year as well. With fewer students enrolled, retention is all the more important. A five percent retention increase is equivalent to \$325K in additional revenue. In a class of twenty (20) that is just one student. Outreach is important as well. For example, we want to increase the number of Renton School District students coming directly to RTC. Currently, only seven (7) percent do, while thirty (30) percent go to Bellevue College. We are making some traction with the new CTE Director at Renton School District. Trustee Unti commented that within the system, the funding model is inequitable. The community doesn't really understand it. We need to continue to tell the story. We appreciate the numerous ways of chasing after revenue, yet are still deeply frustrated with the bottom line. Trustee Page noted that he will continue to push. Faculty and staff are leaving higher-ed to return to public education (K-12) due to these inequities.

## **B. Strategic Plan Monitoring Report**

Dr. McCarthy explained that much of this monitoring report was developed under Executive Director Campbell; now Dr. Kim is taking the reins and sees some different opportunities in looking at the content. The purpose of the monitoring report is to provide an overview of RTCs progress toward mission fulfillment, and prepare for the coming year's strategic plan and priority activities. Progress is gauged using twenty-two (22) KPIs (Key Performance Indicators), which show seventy-eight (78) percent implementation success. Overall key findings show one-year persistence rates increased slightly by 1.8 percent in 2015-16 for the first time after a continuous decrease since 2013-14. The gap between white students and students of color has narrowed from 1.6 percent in 2014-15 to 0.9 percent in 2015-16. Three-year completion rates and degree completion rates decreased by 1.5 percent in 2016 – 17 for the 2013-14 cohorts, while the certificate completion rate remained stable. Per the Annual Student Survey administered in fall 2017, the average rating of student satisfaction was 4.2 out of 5. Enrollment percentages for students of color in professional-technical programming increased by 8.2% from 2012-13 to 2016-17. The Employee Community Engagement Survey was administered in 2017-18. Survey results highlighted the large investment of time RTC employees commit to their communities and showcases the broad range of organizations where they volunteer. We need to focus on leading indicators, identifying areas for improvement, using the strategic indicators as a tool to assess the progress of priority activities and to guide cross-departmental collaboration, and improve continuously for mission fulfillment. Trustee Page questioned why the data was old, and not more recent. Dr. Kim responded that the data is shared consistently across the state from SBCTC. We are attempting to work with the Data Integrity Group (DIG) to explain errors. Completions had gone down two-percent but is a lagging indicator; hence the focus on the leading indicator. Dr. Kim indicated that the capacity survey shows a lot of neutral responses; clearly an opportunity here. Trustee Takamura wants to be sure this information is shared with everyone at the college.

## **C. Administration/Finance**

### **1) Monthly Finance Report**

Vice President Rodriguez reviewed the monthly operations report, cash and investment balances for the month of August, 2018. Some efficiencies may be part of the reason we are level with last year. Everything looks to be on track.

Dr. McCarthy noted that we are looking at FTE; it is expected that we will be down \$300K in tuition revenue. We are currently looking at the budget given those realities. We are holding on replacing the Institutional Advancement position, and will continue to reassess other positions and expenses ahead.

We continue to work with Follet to take over bookstore operations; we are in the negotiating phase and hope to transition in mid-November. They will need to begin bringing in their own systems. Our Bookstore Director Jose Perdomo submitted his retirement notice; his last day is this Friday. Two classified staff will remain as employees of the college (the college will be reimbursed by Follet).

## **D. Board of Trustees**

### **1) Equity Minded Leadership Follow-up Discussion**

Trustee Unti found it valuable; it provided him with an increased sensitivity for what it is like for others who are not in the same position. Trustee Palmer appreciated getting to know each other better, and focusing on how we frame our conversations. Trustee Page reported that he was glad they did it. Many of these things happen before we know they are there; understanding those who are in a historically disadvantaged group have a different experience than others. It is good to figure out ways to

internalize these and go through the same things we are asking of our faculty and staff. Trustee Unti noted there is a need to have the courage to help each other learn. Everyone has to do their own homework. Dr. McCarthy thought it was very helpful, but does not want this to be a one and only session. For the Board to take the leadership role is a necessary signal from the top that this is a true value of the college, and will lead to true value and fulfillment of our mission. Dr. McCarthy suggested that those who will be in New York for the ACCT Leadership Conference need to look at different relevant sessions, and collectively we need to not wait for our next Board Retreat. We may find articles as homework from Dr. Terrell-Powell and others. This should be an on-going discussion and pairs well with what is going on at the college. The next step may be for the Board to engage in the IDI (Intercultural Development Inventory). Trustee Takamura believes this is an ongoing journey for all of us. Trustees Entenman and Takamura live it every day, and feels eyes usually turn on them because they are of color. Those who have had experiences do sometimes have to take the lead. It's the ally-ship and growth all the way around. She looks forward to continuation of the Board's development. Culture, responsiveness and sensitivity are journeys that we are all on.

Trustee Takamura questioned the Carver Governance Model. Trustee Page explained that it is a structured theory of governance. We don't follow it specifically, but as a general rule the Board makes policy, the president runs the college. Dr. McCarthy suggested inviting Dr. Rich Cummins to come again, while he is at Bellevue College, to present again at a future study session.

2) **Board of Trustees Scholarships** Board members who have not yet contributed to the Board Scholarship Fund (\$500) and the Transforming Lives Scholarship (\$50) will be notified.

3) **ACCT Voting Delegate** Trustee Palmer volunteered to act as the RTC voting delegate at ACCT. Trustee Page will act as the secondary delegate.

4) **Board Liaison Reports**

a) **RTC Foundation** The Celebrity Chef event with Tom Douglas Dinner is the current event everyone is focused on. Foundation Board members were asked to donate auction items, which are intended to boost the net receipts. President Kawamoto is doing a good job in hustling new membership. Executive Director Shaw is doing a great job!

b) **RTC Advisory Board** The fall meeting of the RTC Advisory Board did not meet quorum. The following industry connection dinner, went well. Liz Nolan from Valley Medical (VP Marketing & Communications) did a fantastic job. Executive Dean Jackson did a great job to coordinate the presenters. Our partnership with Valley Medical has been strong. Overall, advisory board communication is good.

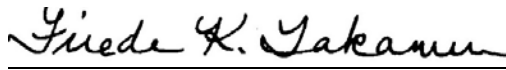
6. **MEETINGS** The next regular meeting of the Board of Trustees is scheduled on November 14, 2018

7. **EXECUTIVE SESSION** At 5:25 p.m. Board Vice Chair Takamura called for an Executive Session, for twenty (20) minutes to discuss collective bargaining issues and proposals. At 5:45 p.m. the session was extended ten (10) minutes. At 5:55 p.m. the session was extended and additional five (5) minutes. The Board returned to regular session at 6:00 p.m.

8. **ACTION** No action was taken as a result of the Executive Session.

9. **ADJOURNMENT**

There being no further business, *it was moved by Board Vice Chair Takamura to adjourn the Board of Trustees' meeting at 6:02pm. **Motion carried.***



FRIEDA TAKAMURA, Board Vice Chair  
Board of Trustees



Renton Technical College