

<u>Agenda Item/Subject</u>	<u>Information/Action/Presenter</u>
1. CALL TO ORDER	
A. Notation of Quorum	
B. Flag Salute	
2. ADOPTION OF MINUTES	Action
A. December 12, 2018 Meeting	
3. COMMUNICATIONS	Information
A. General Information/Introductions	
B. Correspondence	
C. Comments from the Audience	
D. Student Leadership	
E. Renton Federation of Teachers	
F. Written Communication Reports	
4. ACTION ITEMS	Action
5. DISCUSSION/REPORTS	
A. Accessibility Presentation	Agnes Figueroa/Marisa Hackett
B. President	Dr. McCarthy
Goals: Equity Advocacy Trust Finance	
C. Administration/Finance	
1. Monthly Finance Reports	Vice President Rodriguez
6. BOARD OF TRUSTEES	
A. Board Liaison Reports	
1. RTC Foundation	Trustee Page
2. RTC Advisory Board	
7. MEETINGS	Information
A. February 20, 2019	

8. EXECUTIVE SESSION

- A. An Executive Session may be called for any reason allowed under the Open Public Meetings Act. (RCW 42.30.110 or RCW 42.30.140).
- B. Announcement of time Executive Session will conclude.

9. ACTION

Action

- A. Action items, if any, that may be necessary to be taken as a result of matters considered in the Executive Session.

10. ADJOURNMENT

Action

Event Reminders:

- ACT Winter Legislative Conference | January 21-22, 2019
 - Transforming Lives Awards Dinner/Ceremony | January 21, 2019
 - Legislative Reception | Waterstreet Café | January 22, 2019
- Legislative Meetings | Olympia | February 11, 2019
- RTCF Student Success Breakfast | February 13, 2019
- Legislative Meetings | Olympia | March 4, 2019

2018-2019 BOARD PRIORITIES

Budget Engagement · Tenure Process · Diversity & Inclusion

Renton Technical College
Board of Trustees Meeting
January 16, 2019

AGENDA ITEM: 1. CALL TO ORDER

SUBJECT:

<p>BOARD CONSIDERATION</p>
<p>X Information</p>
<p> Action</p>

BACKGROUND:

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

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
January 16, 2019

AGENDA ITEM: **2. ADOPTION OF MINUTES**

SUBJECT: A.

<p>BOARD CONSIDERATION</p> <p>Information</p> <p>X Action</p>
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BACKGROUND:

A. The meeting minutes from December 12, 2018 are attached for approval by the Board of Trustees.

RECOMMENDATION:

Approval as presented.

**Board of Trustees – Regular Board Meeting
Board Room (I-202)**

**December 12, 2018
2:15 P.M.**

MINUTES

SPECIAL MEETING:

2:15 P.M.

1. EXECUTIVE SESSION

At 2:15 p.m. Board Chair Entenman called for an executive session for thirty-five (35) minutes, to review the performance of a public employee. The executive session was extended fifteen (15) minutes at 2:50 p.m. The Board returned to open session at 3:05 p.m.

REGULAR MEETING:

3:00 P.M.

1. CALL TO ORDER

The meeting was called to order at 3:10 p.m. by Board Chair Entenman. A notation was made that a quorum was established, and Trustee Page led the flag salute.

2. ADOPTION OF MINUTES

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

November 14, 2018 regular meeting

*Trustee Unti introduced a motion to approve the meeting minutes for the regular meeting held on November 14, 2018 as presented. Trustee Takamura seconded, and the **motion carried**.*

3. ACTION ITEMS

A. Comments from the Audience There were no comments from the audience.

B. Faculty Tenure

1) Tenure Advancements – Second to Third Year

*After giving reasonable consideration to the recommendation of the tenure review committee and all other recommendations, Trustee Unti moved that **Allison Shurtleff** be promoted from the second to the third year of probation, effective April 1, 2019. Trustee Takamura seconded, and the **motion carried**.*

2) Tenure Advancements – First to Second Year

*After giving reasonable consideration to the recommendation of the tenure review committee and all other recommendations, Trustee Page moved that **Zachary Ruben** be promoted from the first to the second year of probation, effective April 1, 2019. Trustee Unti seconded, and the **motion carried**.*

*After giving reasonable consideration to the recommendation of the tenure review committee and all other recommendations, Trustee Takamura moved that **Jessica Koshi-Lum** be promoted from the first to the second year of probation, effective April 1, 2019. Trustee Page seconded, and the **motion carried**.*

*Trustee Unti introduced a modification to the prior motions to include only the advancement; the effective date no longer needs to be included. Trustee Takamura seconded, and the **motion carried**.*

4. COMMUNICATIONS

- A. **General Information/Introductions** Dr. McCarthy introduced Mike Potter, Dean at LWTech and guest here today. Mr. Potter is a member of this year's WELA cohort, and Dr. McCarthy is providing mentorship. He joined us at yesterday's Executive Cabinet meeting, and is here today to observe the Board of Trustees meeting.
- B. **Correspondence** All news stories and correspondence were shared with Board members electronically.
- C. **Student Leadership** Director Supinski noted that students are on winter break and will be in attendance in January. We are in the process of new student orientations for winter quarter; almost 200 students have participated thus far. Three students have been selected for the Phi Theta Kappa Fall Scholarship applications, and the All Washington Scholar program.
- D. **Renton Federation of Teachers** President Sheila May Farley shared information about the current program viability process to look at all programs. This can take on a negative connotation but some have used it positively to showcase their programs. Programs will be evaluated over the break. Administration and RFT held a contract implementation training yesterday; not all faculty are pleased with the outcome of the contract. RFT is looking at changes when we reopen in March; this is a work in process. Faculty participated with orientation for new students on campus yesterday.

5. DISCUSSION/REPORTS

- A. **Construction Center of Excellence** Vice President Reyna introduced Director Shana Peschek, of the Construction Center of Excellence (CCE). Last week she coordinated the PNW Apprenticeship Conference, and is always happy to share the work of the CCE at RTC, one of ten serving the State of Washington. Centers are designed to be mobile and flexible with industry, including emerging trends and technologies that might need changes. They look at opportunities to diversify workforce with women and persons of color. While they do that work, it is critical that the worksite is a respected culture. Often retired individuals are hired from industry and CCE is there to assist industry and faculty that teach, about implicit bias, equity & inclusion. Two workshops were held during the year, one on each side of the state, utilizing some experts from the system. This is a long-term commitment. Director Peschek shared a Construction Data dashboard – the focus included state labor data. It gathers future openings for different trades, and serves as a tool for exploration, and to expand or reduce capacity. The tool is a new opportunity for people to use. Apprenticeship expansion requires tools, resources and work. People don't understand apprenticeship and sometimes need more guidance, and assistance. The Empower Conference (held on International Women's Day) – is a leadership conference for women in the trades; it provides help and support to each other, showing how men and women can work together to grow opportunities. The Center provides workshops and professional development opportunities, externships, webinars, communication, and provides tools to help bring people along. Her son, Hunter, is a youth apprentice; working on Core Plus+ Construction in Aerospace (provides high school math credit). Under this framework, they want to find ways to provide dual credit, for a degree pathway. Director Peschek further shared a Tableau demonstration. The funding source is from SBCTC: \$204K, grants, and relationships/sponsorships with industry. These funds are

earmarked from part of the allocation; colleges that host the centers are the sponsors. The more CCE can build relationships, the more it will help the system colleges. Relationship building is very time consuming, yet powerful. They are very active in the K-12 system. Trustee Takamura noted her appreciation for tackling of the implicit bias in the industry. Developing critical mass is important; the relationship helps the connection.

B. President

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

Equity – Vice President Reyna has teams looking at these priorities, and will have a more thorough report in January. Several staff, including Vice President Reyna are planning to attend the “Advancing Racial Equity” conference this Friday, presented by Governing for Regional Equity and Inclusion (GREI). We are members of the Puget Sound Coalition that meets six times per year, which includes K-12 Superintendents and CTC presidents. The meeting last week centered on Equity Leadership. Following that meeting, I joined Dr. Sheila Edwards Lange (Seattle Central), Dr. Rosie Rimando-Chareunsap (S. Seattle), Dr. John Mosby (Highline) and Dr. John Welch, Superintendent PSESD and Ms. Kyla Lackie, PSESD Director of Post-Secondary Readiness for a deeper discussion. The PSESD underwent a design process – to become an anti-racist, multi-cultural organization. This generated two big questions for the agency: 1) What does it look like to be accountable to communities of color? 2) What does it look like to be accountable as a leader? These two questions were the basis of four other questions to the four attending presidents: 1) When have you seen organizations be successful being accountable for racial equity work and what does it look like? 2) Who are you accountable to and how do you know? 3) When do you know it is happening and what does it feel like when you’re accountable? 4) What is accountability for implementing a racial equity plan? Dr. McCarthy shared these questions with the cabinet team as good questions for us to consider.

Advocacy – Dr. McCarthy continues working on the King County Promise Strategy group – making the rounds with different council members. Mayor Law will assist in setting up a meeting between Dr. McCarthy and Dr. Damien Pattenaupe to meet with King County Council Member Reagan Dunn. We are gearing up for the upcoming legislative session. Dr. McCarthy partnered with Dr. Johnson from Green River and Dr. Mosby from Highline on a presentation at the South Sound Chambers of Commerce Legislative Breakfast yesterday. There was a small legislative crowd and newly elected Representative (and Board Chair) Entenman introduced Sarah Servin - her replacement as District Director to Congressman Adam Smith. The Presidents made a pitch for the system request and emphasized fully-funding compensation. The program also included a presentation on road construction.

Trust – Dr. McCarthy noted that the roll-out of the program viability process was a little rough (following the Thanksgiving break). There is no good time and his message may have been a bit short. The majority of feedback was that it was not well received. Some heard it as retaliatory. We need to make some hard budget decisions, and messaging could not have occurred before the contract vote. The first message was short, so he tried again at the end of last week with a second message that was greater in length to discuss contract implementation; some thought this message was too long. The focus was on administrative support of the new contract and faculty salary improvements. This is not retaliatory, but realistic: “RTC cannot make some significant changes to its operations without other necessary changes . . . Part of this will come from looking at our programs and our classes through conversation and data, and analyzing how we will be best

serving our community in the future. And frankly, that will mean we will not be serving them just as we have in the past. We teach our students that they need to learn how to adapt for the future or be left behind. This is true for us as an institution as well.” There were some positive comments from this. We continue to work on communications. RFT and Administration held a joint training on contract changes yesterday. There is also an active labor-management group that is meeting. Dr. McCarthy also held an end of quarter forum this morning for everyone on campus – about fifty (50) people attended, and some good questions were raised. The issues of a college are too complex to solve in a vacuum, and we need all voices.

Finance – For the first time that Dr. McCarthy is aware of, we are doing a formal mid-year budget realignment process. We are updating revenue projections, expense projections, and looking for items that were not originally budgeted for or have changed. This then becomes the plan; enrollments are down, with revenue implications. The allocation model changes from a projection. What are the realities of expenses, the faculty contract, and theoretical sense of benefits to actuals? There are big money implications for the loss of the Pipefitter contract, but then we don’t have the additional \$600K in expenses. We also need to go through the process of developing the 2019-20 budget. We expect to finalize and share with the College in early January and will inform dual processes of adjusting the FY19 budget, and developing the FY20 budget. Our Budget, Accounting and Financial Services Manager Ms. Raevel Chea will take the lead on financial literacy. We will need to make some major adjustments. Trustee Page asked about the sense of our capital project. Dr. McCarthy senses we are too low on the list, unless the Governor’s budget comes out in support of all capital projects; it is supposed to be out today or tomorrow. The system has a large ask this year. The overall deltas are increased expenses and decreased revenues.

C. Administration/Finance

- 1) **Monthly Finance Report** Vice President Rodriguez reported that we are starting to see the effects of lower enrollment and higher operating costs. Cash is approximately \$300,000 less than in was at the same point in time the previous fiscal year. Tuition revenue had been higher than in the previous year through September due to efficiencies in processing financial aid. In October, tuition revenue is below the previous year, more accurately reflecting the lower enrollment numbers. Higher salary and benefits costs have been offset by less spending in goods and services, which places us only approximately \$50,000 higher in total expenditures than the previous year. As we progress through the year and the new RFT salary schedule takes effect, we will see expenditure rates rising, creating a bigger gap between revenue and expenditures.

D. Board of Trustees

1) Board Liaison Reports

- a) **RTC Foundation** Trustee Page reported on the Celebrity Chef event, which went very well, and will likely exceed fundraising expectations. There has been considerable discussion about the expansion of these types of events. The Cugini family appreciates the small and intimate event. The next event is the Student Success breakfast in February. Will be doing thank you calls again this year; an effective way of helping people feel appreciated in their donations. There have been lot of great ideas generated, and hope to expand on them in the future.
- b) **RTC Advisory Board** The next meeting will be held February 6, 2019.

6. **MEETINGS** The next regular meeting of the Board of Trustees is scheduled on January 16, 2019. Board Chair Entenman will not be able to attend in person, but may be able to participate via conference call.
7. **EXECUTIVE SESSION** No executive session was held.
8. **EXECUTIVE SESSION ACTION** No action was taken.
9. **ADJOURNMENT**

There being no further business, *it was moved by Board Chair Entenman to adjourn the Board of Trustees' meeting at 4:52 pm. **Motion carried.***

DEBRA ENTENMAN, Board Chair
Board of Trustees

KEVIN D. MCCARTHY, President
Renton Technical College

Renton Technical College
Board of Trustees Meeting
January 16, 2019

AGENDA ITEM: 3. COMMUNICATIONS

SUBJECT:

BOARD CONSIDERATION

X Information

Action

BACKGROUND:

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

RECOMMENDATION:

None.



RTC Honors the Legacy of Dr. King

Student Leadership and the Diversity, Equity and Inclusion Council are collaborating to engage the campus community in recognizing Dr. Martin Luther King, Jr. Day. The ASG is creating a community message wall in the RTC Cafeteria from January 14-22. The project is titled, "How Do I Demonstrate Love in My Community?" inspired by one of Dr. King's famous quotes: *"Darkness cannot drive out darkness, only light can do that. Hate cannot drive out hate, only love can do that"*. All students, staff, and faculty are invited to add visual art and/or writing to the display and this could be a word, a quote, a paragraph, a poem, and/or a drawing.

Phi Theta Kappa Chapter Makes Membership More Accessible

Student Leaders who are members of the RTC Phi Theta Kappa Chapter have voted to amend our college's chapter bylaws to make membership available to more RTC Students. For the first 100 years of the honor society, membership requirements were set by the national organization and all students needed to earn a 3.5 GPA to be eligible for membership. Last spring at the Phi Theta Kappa International Convention, the society membership voted to give local chapters more power to determine membership eligibility. RTC student leaders had an inspiring and meaningful conversation about how they define honor, and recognized that many factors of student success support the mission of Phi Theta Kappa. They changed the membership requirement to a 3.0 GPA and invitations were sent last week to 1089 eligible members! Plans are also underway to send special invitations to eligible RTC students currently incarcerated at the Kent Regional Justice Center in the Custodial Training Program.

RTC Clubs and Student Organizations Support Student Success

So far this academic year, RTC student leaders have formed 14 clubs and student organizations that support their training program, and celebrate their identities and interests. To start a club or student organization, at least eight students must submit an application that includes a mission statement and the signed support of a faculty or staff advisor. Some highlights of club life at RTC include:

- The Student Veterans Organization meets weekly and works closely with RTC Veterans Services to provide quarterly outreach luncheons and community-building activities.
- Members of the Horn Health Club will travel to Atlanta, GA in April to attend the annual National Association of Professional Band Instrument Repair Technicians to network with colleagues and secure employment post-graduation.
- The Massage Therapy Club is working on plans to attend the Seattle Self-Care Fair, as well as regional field trips to learn more about alternative treatments to enhance their curriculum. They are also starting an indoor herb garden in their classroom to learn more about the healing properties of the plants.

- The Latino Club hosts monthly outreach meetings in Alma Meza's classroom to share food together and support each other. They meet late in the afternoon so that both daytime and evening students are better able to attend.
- The LGBTQ+ Club organized the Transgender Day of Remembrance in November. They created a display in the cafeteria honoring the memory of those around the world whose lives were lost in acts of anti-transgender violence and had a moment of silence in the RTC Courtyard.
- Other clubs that have formed include: Accounting Club, Coffee in J Building Club, Engineering Design Club, Mechatronics Club, Nursing Club, Surveying Club, Welding Club, and the WASDev Club.

BUSINESS OFFICE

We had a very successful audit exit conference. Our financial statements were posted to the WA State Auditor's website with a clean report.

We are currently working on budget revisions for FY19, and planning for FY20.

We are working on the FY18 financial statements.

Interviews for the Accounts Receivable Specialist are scheduled January 10 and 11.

FACILITIES & CAPITAL

Campus ADA Review – Required modifications and accommodations resulting from the campus wide review of ADA accommodations by the Office of Civil Rights: Modifications were required to restrooms, parking stalls, pathways, and some campus furnishings. The college has 1-year to complete the necessary modifications. All work has been completed except that which was dependent on the legislature appropriation of capital funding. **Update:** All ADA related items have been completed. The contractor is completing the last of the restroom upgrades - remodeling of restrooms in Bldg. J and adding baby changing station in the restroom on the 1st floor of I-building, across from the Bakery.

Burnett Ave. South Lease for new WorkSource Renton Center – **Update:** Remodel is completed and the college has been granted occupancy. The classrooms and offices have been set-up and are being used for instruction at this time.

Current Capital Repair Projects – All projects for the current biennium are underway and expected to be finished by July of 2019. Projects include:

- **Bldg. J Roof Replacement** – Installation of a new metal standing-seam roof. **Update:** Completed in December of 2018.
- **Bldgs. B HVAC controller replacement project** – Bldg. B is receiving heating system replacement of controllers. **Update:** Completed in November of 2018.
- **Fire Alarm Upgrade to South Campus Buildings** – Upgrade the fire alarm systems for buildings A, D, E, F, and G. The current systems have reached the end of their useful life and require replacement. This is the first part of a two part project continuing onto the other campus buildings next biennium. **Update:** Completion is expected this month.

Minor Capital Program Projects for next biennium – Projects have been selected by the college and application to the state for funding has been submitted for the following projects to be constructed next biennium: Multi-Cultural Center in Building 'H', T.I.G. Welding shop Relocation and expansion (Bldg. A), 'H' 102/103/104/105 (Assembly Room) Upgrades, and Campus Irrigation System Repairs, Campus Fire Alarm Upgrades. Projects for the first year of the biennium (Summer 2019) have been selected: Welding shop Relocation and expansion (Bldg. A), and Food Service Utility Wall Replacement. **Update:** Design work for the T.I.G. Welding Room expansion and the Food Service Utility Wall Replacement are ongoing.

FOOD SERVICE

Food Trucks have cancelled operations at RTC due to low sales. Additional evening food vending services are being considered in Bldg. C.

Efforts towards revisiting the WSLCB license are being considered.

Christmas catering business had a large number of repeat guests book their company Christmas parties again this year.

MicroTek booked numerous dates (through February) in the new rental Computer lab in N-204.

Renton Community Center had RTC catering provide morning beverages at the Holiday Bazaar. Sales were very good - great community effort.

Our Professional Baking program sold 25 dozen cookies to the Seattle Milk Fund for the annual CookieFest in Seattle.

BOOKSTORE

Follett has been operating our bookstore since November 19th. We will be meeting with Follett and Library staff to discuss contractual obligations and possible low-cost solutions for students using online electronic resources.

The following personnel actions occurred during November 2018 and are presented for the Board of Trustees' information.

AFT	Effective Date	Position	Department
- Hires			
Sy Cross	11/13/2018	Facilities Specialist / Long Term Substitute	Facilities
-Separations			
None			
-Retired			
None			
WFSE	Effective Date	Position	Department
- Hires			
None			
-Separations			
None			
-Retired			
None			
Prof Tech	Effective Date	Position	Department
- Hires			
Lia Homeister	11/5/2018	Schedule & Curriculum Manager	Instruction / Administration
-Separations			
None			
-Retired			
None			
Exempt / Administrative	Effective Date	Position	Department
- Hires			
Erica Vieira	11/19/2018	Clinical Placement Coordinator	Allied Health
-Separations			
None			
-Retired			
Jose Perdomo	11/2/2018	Bookstore Director	Bookstore
RFT	Effective Date	Position	Department
- Hires			
Lina Luu	11/26/2018	Part-time faculty	Trades
Dimpy Gill	11/30/2018	Full-time faculty	Computer Science
-Separations			
None			
-Retired			
None			

	Monthly Total Hires	% of Diverse Hires YTD
Full time	4	48%
Part time	1	29%

The following personnel actions occurred during December 2018 and are presented for the Board of Trustees' information.

AFT	Effective Date	Position	Department
- Hires			
Floyd, John	12/17/2018	General Maintenance / Substitute	Facilities
-Separations			
None			
-Retired			
Bui, Hoang	12/31/2018	Custodian	Custodial
Phan, Cuong	12/31/2018	Grounds Worker	Facilities
WFSE	Effective Date	Position	Department
- Hires			
Bass, Jessie	12/3/2018	Workforce Services Specialist	Workforce Development
Xayamouangbo, Siliphone	12/10/2018	Research Assistant / Temporary	Communications & Marketing
-Separations			
Bass, Jessie	12/2/2018	Financial Aid Specialist / Transfer to new position	Financial Aid
-Retired			
None			
Prof Tech	Effective Date	Position	Department
- Hires			
None			
-Separations			
Simmons, Keshini	12/17/2018	Publications & Design Manager	Communications & Marketing
-Retired			
None			
Exempt / Administrative	Effective Date	Position	Department
- Hires			
None			
-Separations			
None			
-Retired			
None			
RFT	Effective Date	Position	Department
- Hires			
Bonshe, Victorien	12/20/2018	Full-time faculty	Anesthesia Technology
Good, Chelsea	12/17/2018	Academic/Career Counselor, Running Start	Academic / Career Counselor
-Separations			
Beadling, Beth	12/12/2018	Full-time faculty	Nursing
Jennings, Elizabeth	12/12/2018	Full-time faculty	Legal Assistant
Knox, Anthony	12/15/2018	Part-time faculty	Anesthesia Technology
West, Gary	12/12/2018	Full-time faculty	Anesthesia Technology
-Retired			
McBride, Michael	12/31/2018	Full-time faculty	Culinary Arts
Mellon, James	12/12/2018	Full-time faculty	Automotive Technology
Millare, Remedios	12/12/2018	Part-time faculty	College & Career Pathways

	Monthly Total Hires	% of Diverse Hires YTD
Full time	4	52%
Part time	1	38%



College Technology Services - Information Technology Report
Renton Technical College Board of Trustees
January 16, 2019

The Office of College Technology Services continues to provide secure, reliable, integrated and cost-effective technology solutions as we maintain and update our technology across campus. We are continually introducing new technologies and are creating standards and policies that are necessary to our success. We continue to build stronger relationships with all divisions and programs and are ensuring that each program and/or department is taking advantage of all of the services that we provide. The winter break was spent getting the CTS infrastructure and systems ready for the students return for winter quarter.

INFRASTRUCTURE PROJECTS IN PROGRESS AND COMPLETED

- Switch and service installed at Downtown Renton Location
- Wireless Access installed at Downtown Renton Location
- Installed new Remote Domain Controller Burnett Location

TECHNOLOGIES IMPLEMENTED AND COMPLETED PROJECTS

- Two new Computer Labs at Burnett – 28 Computers
- Updated Images for CS Computers
- LRCC Transitioned to STU domain – New Computers (36)
- Library Transitioned to STU domain
- Administrative Laptop Computer Replacements
- Dental Clinic Laptop Replacements (16)
- Nursing SimMan Observation Cameras

COST SAVINGS INITIATIVES IN PROGRESS

- Papercut- Next steps – Library Utilization – Replacing EnvisionWare
- Printer Consolidation – reducing the number of printers on campus - Ongoing

PROJECTS IN PROCESS

- Adobe eSign – In Progress –Travel Documents, Purchasing Documents
- New Badging System –Testing in Progress
- Microsoft Office 2016 – Installation across campus – In progress – 95% complete
- Winter System Replacement Cycle – Obtaining Quote
- Replacement of Guest Wireless – Internet Service Provider – Equipment Arriving – Circuits being installed
- Intranet/SharePoint Site – Working on Structure – Re-design and data migration in Progress
- Cafeteria Speaker Upgrade – New Quote – Scheduled for Fall quarter – Waiting on Budget Approval
- Campus Hardware/Software and security standards - Ongoing
- PCI/FERPA/HIPAA Compliance - Ongoing
- Network cabling upgrades - Ongoing
- Develop an IT webpage for the RTC website – In progress
- SKYPE for Business Instant Messaging – Developing a plan for roll-out

- VDI – Virtual Desktop cost reduction – Project plan development
- File Server – File Structure Rebuild – Planning in progress
- ctcLink – Statewide Enterprise Resource Planning (ERP) - Remediation in Progress – Workflow Workshops continue – Project Timeline Extended to 2021
- IP Sub-netting – Changing IP scheme to align with SBCTC assigned IP addresses – In Progress
- Website Phase III – Drupal Platform testing on the Development system
- Administrative Domain Remediation
- NUAF – New User Authorization Form – Redesigning new form – Add Change Terminate (ACT) form
- Single Sign on – CANVAS – Active Directory Integration – Developing Communication Plan
- Upgrade IT internal systems – Service Desk – Testing
- Server Room – Hardware Consolidation
- AIM – Disability Resources – Tracking System Replacement – ON HOLD
- Accessibility Document Remediation and Education

UPCOMING PROJECTS

- IT Written Policies
- Develop a catalog of services and Service Level Agreements
- Backup Infrastructure – Policy, Procedure, Offsite Backups
- Domain functional level upgrade – 2012
- Disk Encryption – Laptops/Workstations
- Projector Replacements – ON HOLD – Pending funding
- Wireless upgrades and remediation – Improve Coverage – ON HOLD – Pending funding
- TV and Other Rental Equipment Upgrades – ON HOLD - Pending funding
- RFID (Radio Frequency Identification) – ON HOLD – Pending funding
- Digital Signage Phase III – Offsite Locations – ON HOLD – Pending funding
- Auditorium Upgrades – ON HOLD – Pending funding
- Classroom Technology Standardization – ON HOLD – Pending funding

Communications and Marketing and Institutional Research
Renton Technical College Board of Trustees
January 16, 2019

SOCIAL MEDIA GROWTH

Our social media growth is booming under Web and New Media Manager Evyson Beasley. Following our strategy of fewer but more engaging posts and targeted posts on each platform has paid off. Stats show the following growth from 2018:

- Impressions across all platforms skyrocketed nearly 46 percent, including 100 percent on Instagram and 589 percent on LinkedIn!
- Engagement jumped 58.5 percent across all platforms.
- Total followers increased across all platforms by 17 percent, including 69 percent on Instagram.
- The Facebook post on [RTC Downtown](#) reached nearly 7,000 people – one of our most popular ever. Much of this can be attributed to the widespread sharing of the post, which is one of our goals to increase the number of people viewing our post.

PUBLICATIONS

The RTC Foundation's Annual Report and the seventh Area of Study brochure for College and Career Pathways were designed and printed.

ACCESSIBILITY

Communications and Marketing helped host a training on creating accessible Word documents. More than twenty (20) faculty and staff attended the training session. We continue to make posting only accessible documents on the web a priority and have conducted some small group and individual trainings as well.

NCMPR AWARD

Director of Communications Katherine Hedland Hansen was notified that she will receive an award for Excellence in Writing at the National NCMPR conference in March.

INSTITUTIONAL RESEARCH

- IR updated dashboards for annual enrollment, wages and placement, and completion and persistence. The dashboards are prepared by Tableau, visual analytics and shared with the College community to support communication, marketing, and external reports.
- IR completed a program viability analysis for the College. The analysis provides information on current labor market demand, tuition/FTE to cost ratio, and retention and completion rates by program.
- IR presented on Gap Analysis for 2018-19 Unit Strategic Operational Plans to College Council in December, 2018 and on NWCCU Standards and RTC Strategic Plan implementation process and strategy in January, 2019. IR engaged with the Council members during the two presentations to support the mission of College Council, preparing the NWCCU Year Seven Self-Evaluation in 2021.

Instruction Report
Renton Technical College Board of Trustees
January 16, 2019

Library

- **Liaison program:** The librarians rolled out a liaison program whereby each area of interest, and program residing therein, has been assigned to a specific librarian for outreach, collection development, and specialized instruction. The faculty librarians and library director have attended specific department and division meetings where we presented focused resources and suggested avenues for partnerships in instruction between program faculty and the faculty librarian. This approach has resulted in stronger instruction between librarians and English faculty as well as several of the allied health programs.
- **Information Literacy Instruction:** The librarians and director have been updating the information literacy instruction offerings and curriculum to be more responsive to our student's changing needs and those of their programs. We removed some older, outdated orientation/workshop selections while adding in new areas of instruction to empower students with the tools for discovery that would complement their programs. A big overhaul was the library section of College Success which now includes more hands-on practice, group work and a physical scavenger hunt throughout the library spaces and collections. Students now interact with each other and the library staff in order to self-discover what the library can do for them and to help them become life-long learners. The feedback from students and faculty to the instruction being more student-focused and inclusive has been especially helpful as we continuously adapt to make it stronger.
- **Library Planning Committee:** The library has reinstated a Library Planning Committee starting winter 2018 which includes a wide representation of faculty, staff, administrators, library professionals and an outside member from King County Library System (KCLS). This planning committee will act in an advising capacity to aid the library in future programming, collection building, and data collection. The other motivation for reinstating this committee is to be in compliance with accreditation standards for our next visit from NWCCU where they will be looking at this indicator:
 - *2.E.2 Planning for library and information resources is guided by data that include feedback from affected users and appropriate library and information resources faculty, staff, and administrators - Library planning committee and procedures for planning*
- **Survey and data collection:** The library is keen to start collecting and evaluating quantitative data to help us better understand our library populations and the resources they are accessing (or perhaps not able to access that we aren't aware of). The college employs Accutrac in several areas on campus and the library will be using this tool for students to check-in and identify the reason for their library visit. In addition to Accutrac, the library is working with the Library Planning Committee and Institutional Research to develop and administer a Library Satisfaction Survey to students in winter 2019. This survey will also provide valuable feedback as to what the library does well and where there is opportunity for growth. As with the previous bullet point, accreditors will be looking for library data and how we use the feedback for future planning of library resources, spaces and programming.

Workforce

Worker Retraining - FY 19 allocation: \$1,397,323

- Designed to prepare people who have lost their jobs due to economic changes (unemployment, displaced homemaker, recently separated veterans, and other vulnerable populations) for jobs in high-demand, high-wage occupations.
- On track to exceed FTE target of 268 (project 280)
- \$403,340 – direct student financial aid and Training Completion Aid
- Funds support a Counselor, Financial Aid staff member, Workforce Recruitment Specialist, and a .5 FTE Employment Security Co-Location, as well as 1 faculty/section of Commercial Building & Industrial Eng., Computer Network Technician, Computer Science, Medical Assistant, Medical Office Programs, and Accounting.

WorkFirst - FY 19 Award: \$600,122

- Funds help people in low-income families find jobs, keep their jobs, find better jobs and become self-sufficient. Students must have a referral from DSHS, and receive Temporary Assistance for Needy Families (TANF).
- \$100,500 designated to WorkFirst Work Study positions, to prepare students for employment, and provide the job experience to assist their transition to the workforce.
- Funds support a Counselor, Reporting Coordinator, Services Specialist (Work Study Coordination and Administrative support), and a Service Delivery Coordinator to provide orientation and recruitment support at DSHS offices and other off-site locations.

Perkins - FY 19 Award: \$297,616

- Funds support career and technical education that prepare students for both further education and the careers of their choice. Funds help ensure programs are challenging and integrate academic and technical education to meet the needs of business and industry.
- Focused support for non-traditional career paths, where individuals of one gender make-up less than 25% of the individuals employed in the occupation.
- \$126,000 directed for this FY to purchase program equipment and instructional aides. Funds also support a CCP faculty member, peer tutors, and faculty/administrator professional development.

BFET (Basic Food, Employment and Training) - FY 19 Award: \$192,035

- Provides education and skills training services to food stamp recipients in WA State. Program is offered through the WSDA, and is administered by DSHS.
- BFET is a 50/50 match program, which requires RTC to first expend local funds (WRT, OG, SNG) then bill for 50% of what is expended.
- Support services are available to Basic Food recipients not participating in the TANF program. Childcare assistance is available to students with a referral. Program supports a Counselor position.



Student Services Report
Renton Technical College Board of Trustees
January 16th, 2019

A. EDUCATIONAL SUPPORT SERVICES

Educational Support Services is undergoing conversation on enhancing the student experience for students accessing resources, including how they navigate to the Testing Center and get set up to test. The goal is to create an ever-more welcoming environment for students. The Testing Center has also implemented the Next-Generation ACCUPLACER assessment, which has been redesigned to better place students in courses that match their skill levels.

B. ENROLLMENT & ENROLLMENT SERVICES

As projected, enrollments remain down. Our general education enrollments have increased nicely from last year, however, the overall enrollment trend continues. The Enrollment Services department has been reaching out to students who did not show the first days of the quarter in an effort to encourage their attendance or dis-enroll them, if appropriate.

C. FINANCIAL AID

The office staff have done outstanding work in cutting in half the time to package a complete file. This resulted in students having their awards ready for the start of fall quarter. Due to better efficiencies, we are seeing positive impacts to disbursement of aid. Since fall quarter grades posted, staff have been diligently outreaching to students whose aid has been suspended to increase the number of appeals being submitted, in hopes we have students who can have their aid restored.

D. CAMPUS SECURITY

Campus Security is updating a number of policies to ensure compliance, and will be convening a Clery Compliance Committee to further this. The department hopes to issue access control cards to employees soon, as the badging station is almost completely set up. This will allow the College to issue fewer physical keys to employees and have greater control over physical campus security.

E. STUDENT SUCCESS SERVICES

Outreach and Entry Services is happy to be fully staffed again, welcoming the new College and Careers Pathway Student Success Specialist in late December, MarcusAntonio Gunn. In Outreach, there are number of on and off-campus events on the books. One of them is an event at Valley Medical Center where high school students will get to do a number of hands-on activities and see a presentation by RTC outreach staff. Also coming up is a visit from Renton School District students enrolled in health services classes who will come and tour our Allied Health programs. Advising & Counseling welcomed the new Running Start counselor, Chelsea Good. Plans for Running Start information sessions are in the works, along with auditing current processes and practices.

F. STUDENT PROGRAMS & ENGAGEMENT – See Student Leadership Report

Scholarships

Awarded 94 scholarships to students for the 2019 winter quarter. The scholars represent 29 RTC programs and over \$60,000 in support. These numbers are consistent with fall quarter with a slight decrease in the total amount of funds awarded (\$66,000 in fall). The **Spring 2019** scholarship cycle has opened and workshops are being conducted throughout the month of January.

New Scholarships

NW GTO Legends – established a new scholarship for automotive students	\$ 2,500.
Warren Secord Family – established a memorial scholarship for automotive students	\$10,000.
CHI Franciscan Foundation – plans to present a gift at the breakfast for endowment	\$10,000.

Events

Norma Cugini Celebrity Chef Dinner with Chef Tom Douglas

The event sold out and we exceeded our goals, raising \$28,000 for the culinary students and program – a 33% over last year's dinner. Just under half (46%) of the dinner guests were "new" donors – a top goal for this event. Chef Tom Douglas spent two days with the students and in his words, "had a ball!"

Feb. 13th 2019 Student Success Breakfast

As of Jan. 8th, \$52,500.00 has been raised from sponsorships from 20 companies and organizations. Our goal is \$75,000 in sponsorship funds. Production of the student videos has begun and will feature Anna White, computer science scholar and Transforming Lives nominee, and Ronnie Larry, Foundation scholar and automotive student with a "second chances" story that is sure to inspire others.

The **2019 Lifetime of Giving** award will go to Ellen-Marie Rystrom and her late husband Ronald Fahey. Mr. Fahey setup an endowment at the time of his death in 1997 with a \$14,000 gift. Ellen-Marie has faithfully gifted the Foundation over the years and the endowment currently stands at \$136,426.00. This is one of our largest endowments. Many thanks to Trustees Susan Palmer and Frieda Takamura, and President Kevin McCarthy for sponsoring Tables at the breakfast.

Operations

The 2017-18 Annual Report was mailed to 2,500 donors in early December and resulted in \$12,400.00 in year-end donations.

We have wrapped up the 2017-18 independent audit and Michael Gintz, CPA from Brantley Janson, will be presenting to the Board at the January meeting. Shout out to Teresa Woods and Raevel Chea for all of their great work in compiling information for the auditors.

Renton Technical College
Board of Trustees Meeting
January 16, 2019

AGENDA ITEM: **4. ACTION ITEMS**

SUBJECT:

BACKGROUND:

BOARD CONSIDERATION

Information

X Action

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
January 16, 2019

AGENDA ITEM: 5. DISCUSSION/REPORTS

SUBJECT:

BOARD CONSIDERATION

X Information

Action

BACKGROUND:

A. Accessibility Presentation

Deputy Chief Information Officer Agnes Figueroa and Director of Disability Resource Services Marisa Hackett are members of the Accessibility Advisory Committee. They will share a presentation to raise awareness of the college efforts toward accessibility and how it furthers RTC's mission of equity and inclusion for information.

B. President

President McCarthy will provide a report to the Board, subsequent to the December 12, 2018 Board meeting.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
January 16, 2019

AGENDA ITEM: **5. DISCUSSION/REPORTS**

SUBJECT: **C. Administration/Finance**

BOARD CONSIDERATION

X Information

Action

BACKGROUND

1) Monthly Finance Report

Vice President Rodriguez will provide an update to Trustees on the monthly operating reports for November, 2018.

RECOMMENDATION:

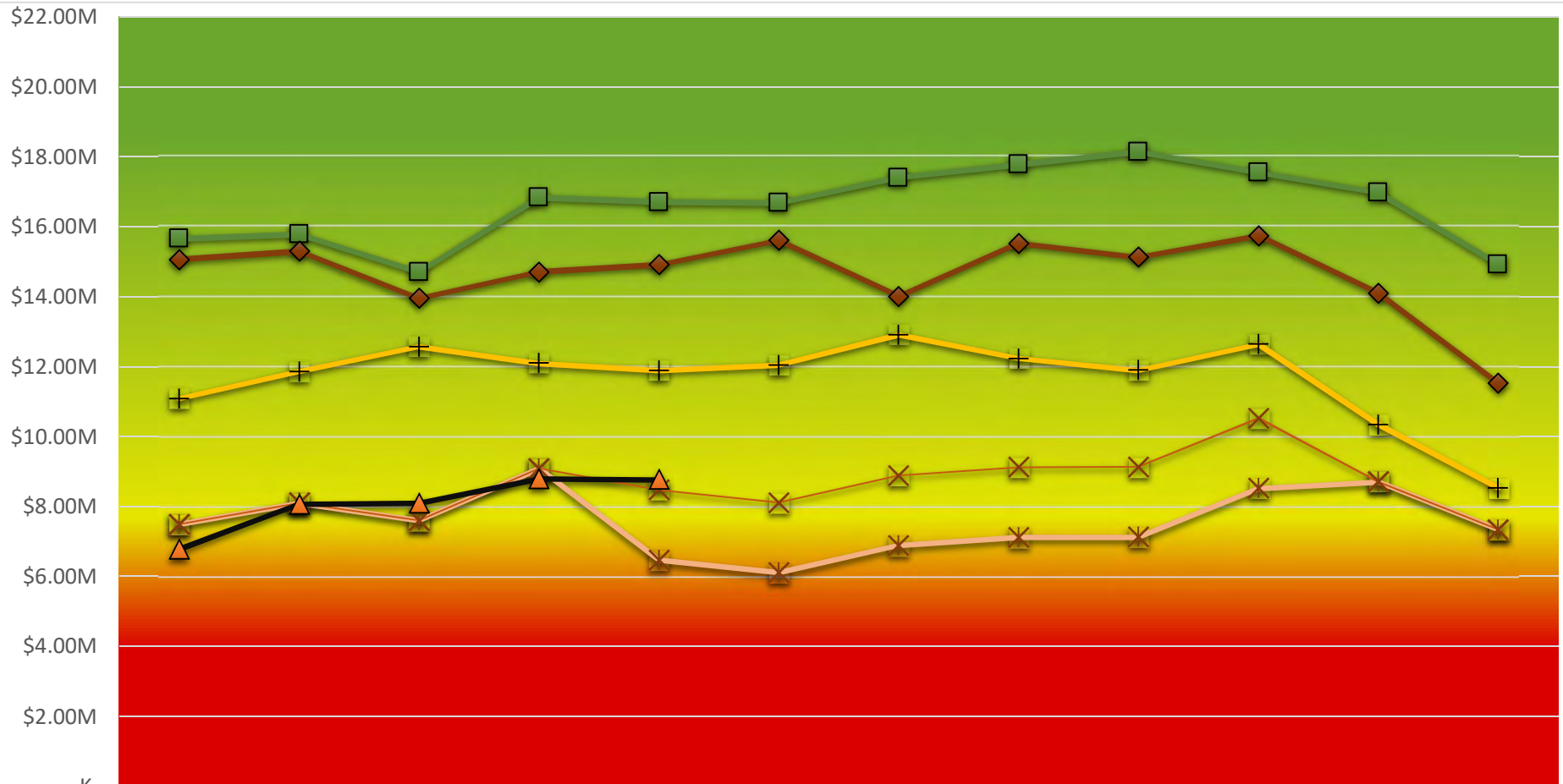
None.

RENTON TECHNICAL COLLEGE
MONTHLY OPERATIONS REPORT
FISCAL 2018-19
For the Month of November 2018

	November 2018 - Actual	Year to Date - November 2018 - Actual	Year to Date - November 2018 - Budgeted	Budget Variance - Favorable (Unfavorable)
Beginning Cash Balance	\$ 5,640,850	\$ 4,212,016		
Add - Revenues:				
Tuition & Fees - Funds 060 148 149 561	\$ 709,398	\$ 4,479,559	\$ 3,958,333	\$ 521,225
Grants and Contracts	\$ 38,448	\$ 922,255	\$ 1,100,715	\$ (178,461)
Student Government	\$ 56,626	\$ 315,868	\$ 236,810	\$ 79,058
Bookstore	\$ 18,571	\$ 223,536	\$ 336,303	\$ (112,767)
Security/Parking	\$ 48,168	\$ 267,255	\$ 2,500	\$ 264,755
Culinary Arts - Food Services	\$ 100,919	\$ 611,546	\$ 528,570	\$ 82,977
Interest Income	\$ 38,054	\$ 61,426	\$ -	\$ 61,426
Rental Income - Excluding Catering	\$ 12,895	\$ 89,509	\$ -	\$ 89,509
Scholarship and Student Loan Funds Received	\$ 714,658	\$ 3,520,561	\$ 188,941	\$ 3,331,619
Budgeted From Fund Balance/Reserves	\$ -	\$ -	\$ -	\$ -
Net Operating Revenues	\$ 1,737,737	\$ 10,491,514	\$ 6,352,172	\$ 4,139,342
Add - State Allocation - Payroll & Benefits	\$ 1,870,911	\$ 8,755,412	\$ -	
State Allocation - VPA Expenses	\$ 55,790	\$ 407,588	\$ -	
Capital Allocation	\$ 118,936	\$ 958,091	\$ -	
Total State Funding (1)	\$ 2,045,637	\$ 10,121,092	\$ 8,331,229	\$ 1,789,863
Total Revenues	\$ 3,783,374	\$ 20,612,605	\$ 14,683,400	\$ 5,929,205
Less - Expenses:				
Salaries - A	\$ 1,673,076	\$ 7,788,997	\$ 8,510,437	\$ 721,440
Benefits - B	\$ 619,987	\$ 2,769,054	\$ 2,876,185	\$ 107,131
Goods and Other Services- E	\$ 646,085	\$ 2,718,107	\$ 2,680,077	\$ (38,030)
Cost of Goods Sold - F	\$ 74,703	\$ 338,716	\$ 339,583	\$ 867
Travel - G	\$ 30,107	\$ 117,129	\$ 100,304	\$ (16,825)
Equipment - J	\$ 5,305	\$ 66,671	\$ 127,583	\$ 60,912
Computer Equipment - K	\$ 22,523	\$ 154,634	\$ 833	\$ (153,801)
Financial Aid - N	\$ 708,114	\$ 4,286,719	\$ -	\$ (4,286,719)
Debt Service Payment - P	\$ 55,825	\$ 55,825	\$ 150,000	\$ 94,175
Bad Debt - W	\$ (282)	\$ 7,452	\$ -	\$ (7,452)
Total Expenses	\$ 3,835,742	\$ 18,303,877	\$ 14,785,003	\$ (3,518,875)
Net Operating Surplus (Deficit)	\$ (52,368)	\$ 2,308,728	\$ (101,602)	\$ 2,410,330
Other Sources (Applications) of Cash:				
Changes in Petty Cash; Accts. Receivable & Accts. Payable; Inventory	\$ 274,907	\$ (454,097)		
Decrease/ (Increase) in Investments & Bond Amortization	\$ (42,773)	\$ (58,696)		
Payment of Bldg. & Innovation Fee to State	\$ (237,326)	\$ (424,661)		
Land Purchase	\$ -	\$ -		
Total Other Sources (Applications) of Cash	\$ (5,192)	\$ (937,454)		
Ending Cash Balance	\$ 5,583,290	\$ 5,583,290		
Add College Reserves:				
Local Government Investment Pool (LGIP)	\$ 953,823	\$ 953,823		
Investment Bonds held in trust by US Bank	\$ 2,230,995	\$ 2,230,995		
Total Reserves	\$ 3,184,818	\$ 3,184,818		
Total Cash and College Reserves	\$ 8,768,108	\$ 8,768,108		
	Actual %	Actual	Budgeted	Budget vs Actual %
Total Current State Allocation	100.0%	\$ 19,527,189	\$ 19,671,049	99.3%
Allocation Used - Year to Date	46.9%	\$ 9,163,001	\$ 6,557,016	139.7%
Remaining State Allocation	53.1%	\$ 10,364,188	\$ 13,114,033	79.0%

(1) YTD spending should match budgeted - If greater than budgeted then spending too fast.

RTC Month End Cash and Reserves Balances - FYR 1415 to 1819



K

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
■ 2014-2015	\$15.66M	\$15.78M	\$14.70M	\$16.83M	\$16.70M	\$16.68M	\$17.39M	\$17.77M	\$18.14M	\$17.55M	\$16.97M	\$14.92M
◆ 2015-2016	\$15.06M	\$15.30M	\$13.95M	\$14.70M	\$14.91M	\$15.61M	\$14.00M	\$15.52M	\$15.13M	\$15.74M	\$14.10M	\$11.53M
+ 2016-2017	\$11.08M	\$11.86M	\$12.57M	\$12.09M	\$11.89M	\$12.04M	\$12.91M	\$12.23M	\$11.90M	\$12.64M	\$10.34M	\$8.53M
* 2017-2018	\$7.49M	\$8.10M	\$7.60M	\$9.08M	\$6.47M	\$6.11M	\$6.89M	\$7.12M	\$7.13M	\$8.52M	\$8.71M	\$7.34M
✕ 2017-18 w COP	\$7.49M	\$8.10M	\$7.60M	\$9.08M	\$8.47M	\$8.11M	\$8.89M	\$9.12M	\$9.13M	\$10.52M	\$8.71M	\$7.34M
▲ 2018-2019	\$6.77M	\$8.06M	\$8.10M	\$8.78M	\$8.77M							

FY1819 OPERATING FUNDS VARIANCE REPORT

November Month-End

% of Fiscal YR: 41.7%

1/7/2019

By FUND					EXP/BDGT	EXP/REV	REV/BDGT
State Allocation 101,PS0,3E0,BD1,BG1,BK1,CE1,123 *	101	BDGT	\$23,677,902.00	<div><div></div></div>	38.68%	46.90%	82.47%
		EXP	\$9,158,075.98	<div><div></div></div>			
		REV (Alloc)	\$19,527,189.00	<div><div></div></div>			
Local Fees	148	BDGT	\$806,635.00	<div><div></div></div>	54.84%	28.93%	189.57%
		EXP	\$442,324.26	<div><div></div></div>			
		REV	\$1,529,102.81	<div><div></div></div>			
Local Tuition	149	BDGT	\$6,696,162.00	<div><div></div></div>	27.97%	71.38%	39.18%
		EXP	\$1,872,761.67	<div><div></div></div>			
		REV	\$2,623,694.99	<div><div></div></div>			
Running Start	145	BDGT	\$202,520.00	<div><div></div></div>	20.54%	0.00%	0.00%
		EXP	\$41,606.07	<div><div></div></div>			
		REV	\$0.00	<div><div></div></div>			
TOTALS **		BDGT	\$31,383,219.00		36.69%	48.63%	75.45%
		EXP	\$11,514,767.98				
		REV	\$23,679,986.80				

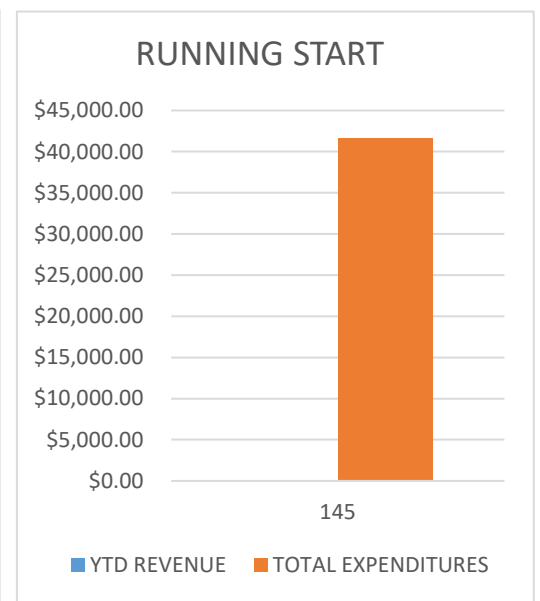
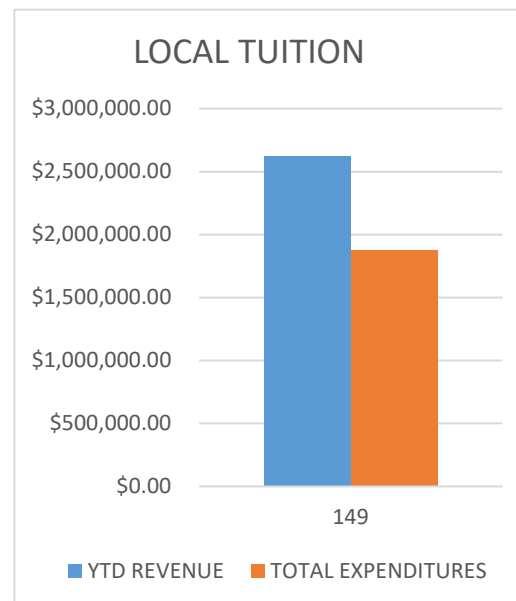
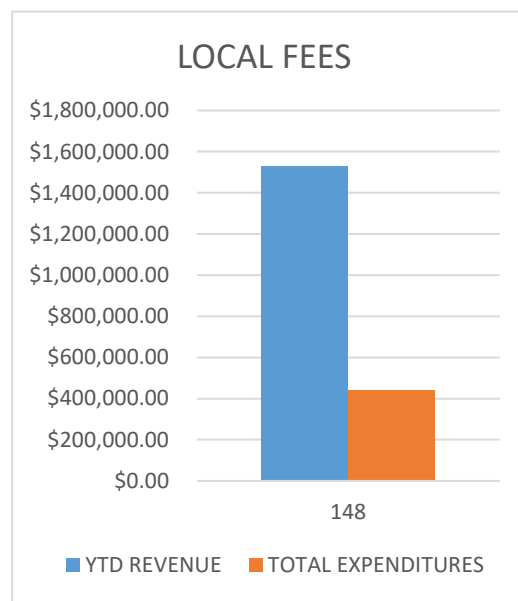
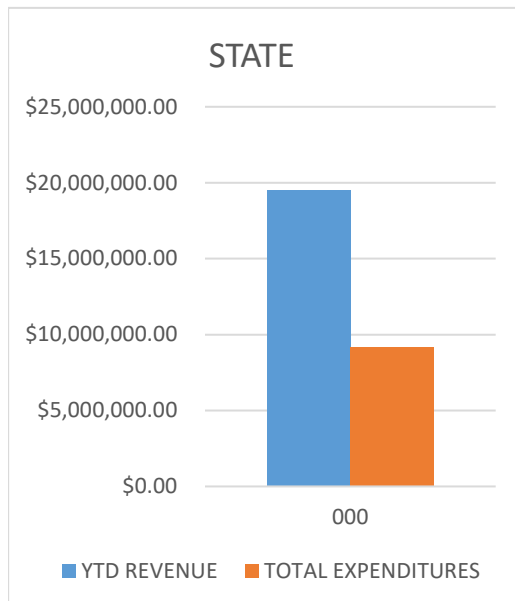
BY OBJ, ALL FUNDS COMBINED		BDGT	EXP	EXP/BDGT	NOTES
SALARIES	A	\$18,355,586.00	\$6,757,292.50	36.81%	* Per allocation #3
BENEFITS	B	\$6,141,751.00	\$2,446,908.17	39.84%	
PERSONAL SERVICES CONTRACTS	C	\$0.00	\$274.84	0.00%	** Includes entire state allocation amount.
GOODS & SERVICES	E	\$6,065,799.00	\$1,547,301.93	25.51%	
COST OF GOODS SOLD	F	\$65,000.00	\$0.00	0.00%	
TRAVEL	G	\$166,291.00	\$69,987.48	42.09%	
CAPITAL OUTLAYS & SOFTWARE	J,K	\$438,792.00	\$188,295.98	42.91%	
GRANTS BENEFITS & CLIENT SVCS	N	\$0.00	\$31,648.32	0.00%	
DEBT SERVICE	P	\$150,000.00	\$55,825.00	37.22%	
INTERAGENCY REIMBURSEMENTS	S	Revenue Bdgt	\$0.00	0.00%	
INTRAAGENCY REIMBURSEMENTS	T	Revenue Bdgt	\$417,233.76	0.00%	
DEPRECIATION, AMORTIZATION, BAD DEBT	W	\$0.00	\$0.00	0.00%	
		\$31,383,219.00	\$11,514,767.98	36.69%	

FY 1819 OPERATING P&L REPORT

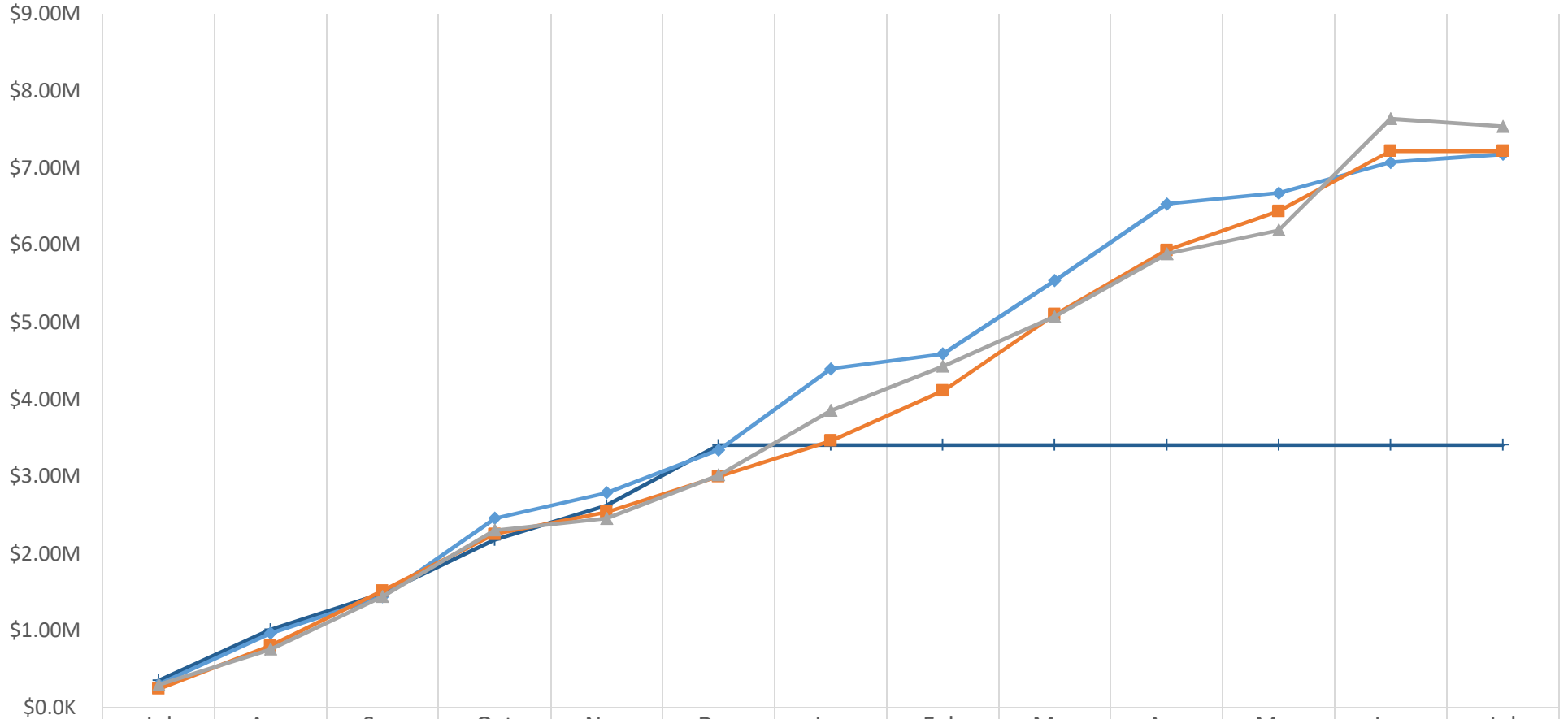
November Month-End

1/7/2019

			STATE	LOCAL FEES	LOCAL TUITION	RUNNING START	
			101	148	149	145	TOTAL
YTD REVENUE			\$19,527,189.00	\$1,529,102.81	\$2,623,694.99	\$0.00	\$23,679,986.80
YTD EXPENDITURES	SALARIES & WAGES	A	\$6,463,158.43	\$118,875.48	\$145,993.38	\$29,265.21	\$6,728,027.29
	BENEFITS	B	\$2,187,812.43	\$34,459.67	\$216,072.03	\$8,564.04	\$2,438,344.13
	PERSONAL SERVICES CONTRACTS	C	\$0.00	\$0.00	\$274.84	\$0.00	\$274.84
	GOODS & SERVICES	E	\$73,484.41	\$163,089.54	\$1,307,949.13	\$2,778.85	\$1,544,523.08
	COST OF GOODS SOLD	F	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	TRAVEL	G	\$16,124.53	\$2,006.89	\$50,858.09	\$997.97	\$68,989.51
	CAPITAL OUTLAYS	J	\$262.42	\$1,043.08	\$32,675.06	\$0.00	\$33,980.56
	SOFTWARE	K	\$0.00	\$91,201.28	\$63,114.14	\$0.00	\$154,315.42
	GRANTS BENEFITS & CLIENT SVCS	N	\$0.00	\$31,648.32	\$0.00	\$0.00	\$31,648.32
	DEBT SERVICES	P	\$0.00	\$0.00	\$55,825.00	\$0.00	\$55,825.00
	INTERAGENCY REIMBURSEMENTS	S	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	INTRAAGENCY REIMBURSEMENTS	T	\$417,233.76	\$0.00	\$0.00	\$0.00	\$417,233.76
	DEPRECIATION, AMORTIZATION, BAD DEBT	W	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES			\$9,158,075.98	\$442,324.26	\$1,872,761.67	\$41,606.07	\$11,514,767.98
NET OPERATING RESOURCES			\$10,369,113.02	\$1,086,778.55	\$750,933.32	(\$41,606.07)	\$12,165,218.82

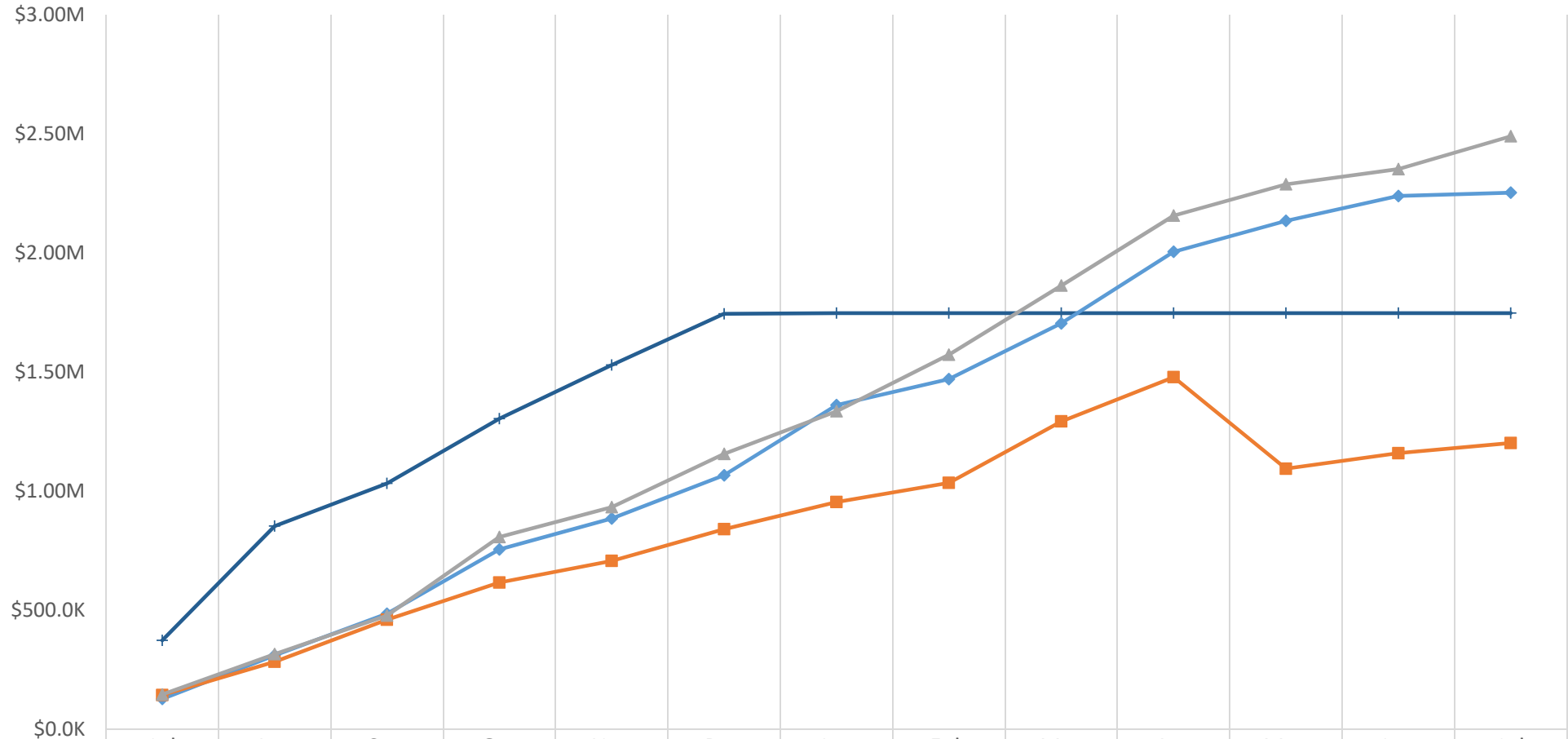


149 TUITION REVENUE RUNNING TOTALS



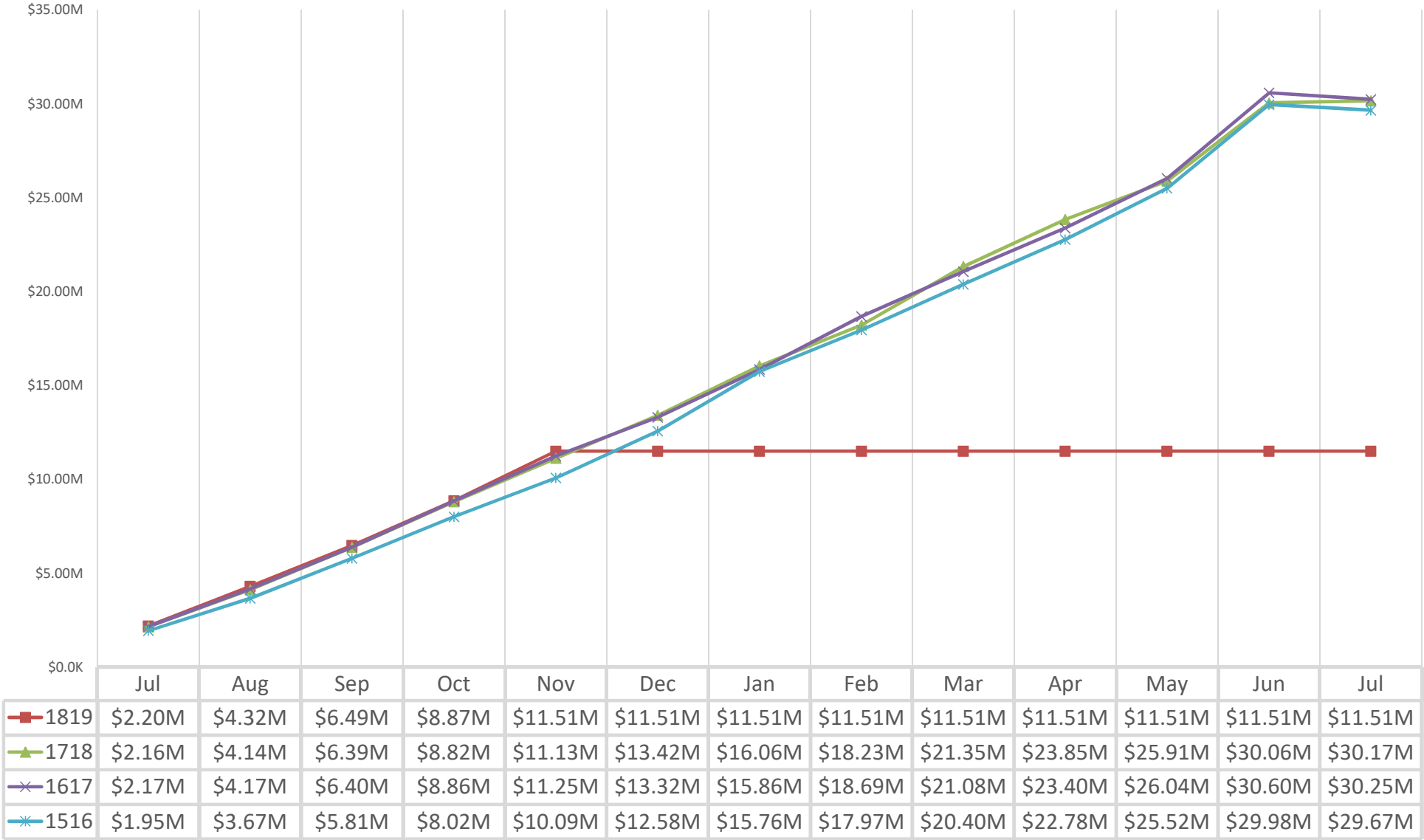
1819	\$354.7K	\$1.02M	\$1.48M	\$2.18M	\$2.62M	\$3.41M	\$3.41M	\$3.41M	\$3.41M	\$3.41M	\$3.41M	\$3.41M	\$3.41M
1718	\$305.5K	\$968.8K	\$1.44M	\$2.46M	\$2.79M	\$3.35M	\$4.40M	\$4.59M	\$5.54M	\$6.53M	\$6.68M	\$7.08M	\$7.18M
1617	\$247.8K	\$805.4K	\$1.52M	\$2.25M	\$2.54M	\$3.00M	\$3.47M	\$4.11M	\$5.10M	\$5.93M	\$6.44M	\$7.22M	\$7.22M
1516	\$298.2K	\$759.0K	\$1.44M	\$2.30M	\$2.46M	\$3.02M	\$3.86M	\$4.43M	\$5.07M	\$5.89M	\$6.19M	\$7.64M	\$7.54M

148 LOCAL FEE REVENUE RUNNING TOTALS



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1819	\$374.2K	\$853.5K	\$1.03M	\$1.30M	\$1.53M	\$1.74M	\$1.75M	\$1.75M	\$1.75M	\$1.75M	\$1.75M	\$1.75M	\$1.75M
1718	\$128.6K	\$311.6K	\$486.0K	\$755.4K	\$885.4K	\$1.07M	\$1.36M	\$1.47M	\$1.70M	\$2.00M	\$2.13M	\$2.24M	\$2.25M
1617	\$144.9K	\$284.3K	\$460.8K	\$616.9K	\$707.5K	\$840.6K	\$954.3K	\$1.03M	\$1.29M	\$1.48M	\$1.09M	\$1.16M	\$1.20M
1516	\$146.9K	\$316.7K	\$478.3K	\$807.7K	\$933.0K	\$1.16M	\$1.34M	\$1.57M	\$1.86M	\$2.16M	\$2.29M	\$2.35M	\$2.49M

JULY-NOVEMBER OPERATING EXPENTITURE TREND GRAPH



Renton Technical College
Board of Trustees Meeting
January 16, 2019

AGENDA ITEM: **6. DISCUSSION/REPORTS**

SUBJECT: **A. Board of Trustees**

BOARD CONSIDERATION
X Information
 Action

BACKGROUND

1) Board Liaison Reports

- a)** RTC Foundation – Trustee Page will provide an update from the RTC Foundation.
- b)** RTC Advisory Board – The next meeting is scheduled for February 6, 2019.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
January 16, 2019

AGENDA ITEM: **7. MEETINGS**

SUBJECT:

<p>BOARD CONSIDERATION</p> <p>X Information</p> <p> Action</p>
--

BACKGROUND:

The next regular meeting of the Board of Trustees will be held on February 20, 2019 at 3:00 p.m.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
January 16, 2018

AGENDA ITEM: 8. EXECUTIVE SESSION

SUBJECT:

BOARD CONSIDERATION

X Information

 Action

BACKGROUND:

- A.** An Executive Session may be held for any reason allowable under the Open Public Meetings Act; RCW 42.30.110 or RCW 42.30.140(4).
- B.** Announcement of time Executive Session will conclude.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
January 16, 2019

AGENDA ITEM: 9. EXECUTIVE SESSION

SUBJECT: A. Action

BACKGROUND:

<p>BOARD CONSIDERATION</p>
<p>Information</p>
<p>X Action</p>

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
January 16, 2019

AGENDA ITEM: **10. ADJOURNMENT**

SUBJECT:

<p>BOARD CONSIDERATION</p>
<p>Information</p>
<p>X Action</p>

BACKGROUND:

RECOMMENDATION:

Motion required.