

<u>Agenda Item/Subject</u>	<u>Information/Action/Presenter</u>
BOARD STUDY SESSION	Board Room (I-202) - 1:30 P.M.
1. FINANCIAL STATUS	
REGULAR MEETING	Culinaire Room (I-108) - 3:00 P.M.
1. CALL TO ORDER	
A. Notation of Quorum	
B. Flag Salute	
2. ADOPTION OF MINUTES	Action
A. January 16, 2019 Meeting	
3. COMMUNICATIONS	Information
A. General Information/Introductions	
B. Correspondence	
C. Comments from the Audience	
D. Student Leadership	
• All USA/Phi Theta Kappa Nominees	
E. Renton Federation of Teachers	
F. Written Communication Reports	
4. ACTION ITEMS	Action
A.	
5. DISCUSSION/REPORTS	
A. Operationalizing the DEI Plan	Vice President Reyna
B. President	Dr. McCarthy
Goals: Equity Advocacy Trust Finance	
C. Administration/Finance	
1. Monthly Finance Reports	Vice President Rodriguez
6. BOARD OF TRUSTEES	
A. ACT Winter Conference Report	
B. Board Liaison Reports	
1. RTC Foundation	Trustee Palmer
2. RTC Advisory Board	Trustee Palmer

7. MEETINGS

Information

- A. March 15, 2019 – Special Meeting
- B. March 20, 2019 – Special Session and Regular Meeting

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

- Legislative Meetings | Olympia | March 4, 2019
- Student Success Breakfast (Rescheduled) | March 15, 2019

2018-2019 BOARD PRIORITIES
Budget Engagement · Tenure Process · Diversity & Inclusion

Renton Technical College
Board of Trustees Meeting
February 20, 2019

AGENDA ITEM: **1. BOARD STUDY SESSION**

SUBJECT:

BOARD CONSIDERATION	
X	Information
	Action

BACKGROUND:

The Board Study Session will look at the College's current financial position.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
February 20, 2019

AGENDA ITEM: 1. CALL TO ORDER

SUBJECT:

BOARD CONSIDERATION	
X	Information
	Action

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
February 20, 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 January 16, 2019 are attached for approval by the Board of Trustees.

RECOMMENDATION:

Approval as presented.

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 Trustee Page 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:

December 12, 2018 regular meeting

*Trustee Page introduced a motion to approve the meeting minutes for the regular meeting held on December 12, 2018 as presented. Trustee Palmer seconded, and the **motion carried**.*

3. COMMUNICATIONS

- A. General Information/Introductions** Dr. McCarthy noted that several cabinet members were absent from this meeting. Vice President Reyna, Vice President Gilmore English, CIO Corigliano along with ten faculty and staff are attending a Guided Pathways Student Success Institute in Vancouver, WA.
- B. Correspondence** All news stories and correspondence were shared with Board members electronically.
- C. Comments from the Audience** A student voiced his concerns and dissatisfaction with an Instructor at the college.
- D. Student Leadership** Director Supinski shared information about how the college is recognizing Dr. Martin Luther King, Jr. Day. The Diversity, Equity, and Inclusion Council (DEIC) and the RTC Associated Student Government (ASG) collaborated to host two events, and DEIC sent a comprehensive email to the campus community with additional online/print resources for regional events.

Michelle Iko, Student Leadership Program Manager, introduced several club leaders who highlighted their club activities. She said currently there are 15 clubs that have started this year at RTC and that a club fair is scheduled for next month.
- E. Renton Federation of Teachers** President Sheila May-Farley reflected about working on the new contract, and as faculty returned to campus from winter break, they were enlightened about the critical budget situation. There is huge concern about this; there is already a lot of finger pointing, and questions of how people get evaluated against each other. It is our duty as colleagues to make sure we are all involved in this process. The faculty look to leadership to assist and honor the three pillars of our mission: equity, advocacy and trust. She shared her concern about programs that will be targeted, and wants the board and administration to be very open and honest about the process. Students at RTC are bright and intelligent and need us.

They look to leadership to help us weather the storm. Trustee Takamura noted that the Board too is very concerned and looks to union leadership for their co-leadership with Administration as we all work through this.

F. Written Communication Reports There were no questions or comments.

4. ACTION ITEMS There were no items presented for action.

5. DISCUSSION/REPORTS

A. Accessibility Presentation Agnes Figueroa, Deputy CIO and Chair of the Accessibility Advisory Committee, and Marisa Hackett, Director Disability Resources, shared a presentation relative to Washington State Policy 188 that requires access to information technology to the public and Washington State employees, including those individuals with disabilities. The work of the accessibility committee has been proactive. Beyond WA State laws and compliance, these efforts work alongside our mission, vision, and values for all. The Advisory committee was developed out of the policy in May 2017. RTC received a \$5K Access360 grant last year, and we were one of two colleges chosen for a second year of funding. A lot more funding is needed to continue this work. We have developed a charter, policies are in the works, and work groups are in place. Accessibility in Canvas (using Ally for Canvas) highlights for the instructor what materials are not accessible and how to fix it. Ally has increased our accessible documents. Ally costs under \$2K per year to have on our Canvas website. As the State funding becomes sparser, additional funding will be needed in order to continue the work. Evyson Beasley, Web Content and New Media Manager has provided tremendous support in this work; he deserves huge kudos. Student representative(s) will be appointed to the Accessibility committee this next month. All of us are responsible for this continued work to ensure that content is accessible. Everyone on campus has to be in compliance. The Board commented about the very important work being done and asked how the work is shared with other colleges. The Access 360 grant funding group meets twice per year. Colleges share their work at these meetings. Trustee Unti thanked the committee for this added gift. Policy 188 puts a lot of burden on the IT department on the college. They are doing the best they can, but they are not trained for testing and evaluation. The push has been quite recent, even though the law has been in place for over twenty-five (25) years. Trustee Takamura noted that this fits our broad equity goals, and we are all part of our equity issue. Dr. McCarthy thanked Ms. Figueroa, Ms. Hackett and the committee, this has a large effect on our employees and students. We need to address accessibility and learn it as a matter of practice. There are a lot of layers that need to continue in teaching a different cultural competence. Going forward this is a part of everyone's work. It is on the privilege spectrum. Trustee Takamura inquired if this was incorporated in cultural competencies. Dr. McCarthy commented that once we do the upfront work it will continue in practice. It is included in job descriptions and job duties, as well as the faculty contract. We are embedding it as updates are made. People are genuinely interested in compliance. Trustee Unti again noted another unfunded piece of legislation in our system where there is little to no funding for time or the great work that is being done.

B. President

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

Equity – In honor of Dr. Martin Luther King, Jr. a screening of the movie, "I am not your Negro"

will be shared on January 23rd. **About the film:** In 1979, the renowned author James Baldwin wrote a letter to his literary agent describing his next project, "Remember This House." The book was to be a revolutionary, personal account of the lives and assassinations of three of his close friends: Medgar Evers, Malcolm X and Martin Luther King, Jr. At the time of Baldwin's death in 1987, he left behind only 30 completed pages of this manuscript. Filmmaker Raoul Peck envisions the book that James Baldwin never finished. The film's official trailer can be found here:

<https://www.youtube.com/watch?v=rNUYdglyPM>

The Faculty and Staff of Color (FSOC) Network has begun, with the first meeting held yesterday, and was created to provide a forum for networking, with plans to continue monthly meetings. It is good to see this get started.

Blue Origin employees came to speak to the Men of Merit on January 9th, in an effort to diversify their workforce. They will also try to connect with Women of Merit.

The Second Monday potlucks continue to be well attended. The plan is intentional to bring people together across the campus, to break bread and learn about one-another.

WACTC presidents have had discussions with ACT leaders about not scheduling conferences on national holidays. Trustees should work amongst themselves to share that conversation with leadership. A further discussion for the Transforming Lives scholarship would lead the reframing on how the award nominations might look. In the public comments there can be a deficit mindset that drives the narrative. We feel people should be recognized for all of their accomplishments as subjects and what they bring. How do you get the same result but frame it in a way that is strength based versus deficit based. Both trustee and president support to bring this to a strength based application would be necessary. Trustee Takamura likes the shift of the discussion from students with problems to what strengths they bring. She shared researcher Belinda Williams's creation of the C.A.R.E. program (Culture, Abilities, Resilience, and Effort) which encourages teaching to students' assets rather than their perceived deficits. Trustee Page has served for several years on the Transforming Lives Scholarship committee and conveyed that it was never the intention to rescue lost dogs. The original idea is that the awards represent the accomplishments that occur. We should never turn this into a discussion that only focus' on one part of that. We should be recognizing that one of our abilities is to recognize at least one of their assets. We don't want to be defensive, but a positive step in the evolution of the award is strength based advocacy. The system has not been successful in helping all students in all ways. We do need to change how we look at what we do.

Advocacy – Dr. McCarthy has written to all 33 legislative representatives in our 11 districts with a message about our system ask. The large ask is for fully funding compensation/COLAs, more guided pathways funding, and more funding for high demand/high cost programs. Trustee Takamura heard that Representative Drew Hansen wants to do the right thing for education, but doesn't know much about two-year colleges. Every person in the legislature needs ongoing education of community and technical colleges.

Dr. McCarthy, and Vice Presidents Reyna and Gilmore English, along with Open Doors Coordinator Ali Cohen joined Representative Tina Orwall, to tour the IGrad School in the Kent School District. IGrad is an 'Open Doors' school, designed for students who have dropped out of high school or who are significantly behind on credits and are 16-21 years old. They were joined by Dr. Calvin Watts, Kent School District Superintendent, IGrad Principal Carol Cleveland, and

Chief School Operations & Academic Support Officer Israel Vela, along with Dale Bright of the King County Labor Council. RTC is looking at joining on a bill for engagement of youth apprenticeships.

The Governor was at the Puget Sound Skills Center for Career Connect WA. Dr. McCarthy and a few other presidents were asked to attend, but there was not too much advocacy. The Governor's budget is probably the best he has put out since he's been in office. We could always look for more but it is stronger than any before it.

February 11 and March 4 are advocacy days for RTC in Olympia. Trustee Unti noted that the most powerful voices in Olympia are those of students. Dr. McCarthy and Director Supinski working on getting students involved. He will ask one to two students to join him on these advocacy days.

Trust – Dr. McCarthy commented that trust is crucial and a challenge. When we have economic strains it makes it harder to maintain and develop. A lot of what trust depends on is that you are clear, and not hiding facts. These are the hard realities rather than covering it up. We need to work to have strong, respectful and collaborative efforts.

Finance – Dr. McCarthy noted that the process of revising the revenue projections involved working with budget managers across the campus to identify unbudgeted expenses. We looked at gapped salaries (savings in salaries from budget for a position vacated, to a hold or not to be replaced). We met with administrative leadership, leaders from all campus unions, and sent a campus-wide email to lay the bases on where we move from here. The communication was also shared with the Board.

First, we project revenues to be almost \$700,000 below what we budgeted in June 2018. A combination of factors played into this. The allocation from the state was lower than what they estimated for budget development. In addition, we budgeted tuition revenues to be the same as last year's, but last year's actuals ended up below their projection. Enrollments are also down this year, and some program revisions reduced the number of credits to help students move through them quicker at less cost—hence less tuition. We also lost significant revenue when the Pipefitter's apprenticeship decided to move to Bates Technical College after our budget was set. Fortunately, increased fee revenues from a contract with Amazon for Mechatronics instruction offset overall tuition losses.

Second, the budget office revised the budgeted expenses. In total, this comprises \$600,000 more expenses, including salary and benefits due to COLAs [beyond what the state supported], healthcare, VEBA, leave payouts, and contract changes. In addition, the business office identified Running Start (RS) expenses and equipment purchases. The significant costs associated with the Pipefitters contract proved to be a significant savings.

Third, the business office and budget managers across the college identified unbudgeted expenses of about \$550,000. The significant areas in this category are instructional costs, disability resources interpreter services, and state funds used to cover a grant-funded position experiencing changed funding.

Finally, we performed a gapped-salary analysis that reveals \$300,000 in savings for positions not filled or which had gaps in service between resignation/retirement and a new hire starting.

In total, reduced revenue and increased expenditures combine to create a \$1,500,000 budget deficit for this academic year. This is 4.9% of the FY19 budget. Vice President Rodrigues shared the presentation on the revenue forecast.

Resolving this budget deficit will require a coordinated and comprehensive effort in this and the next several years. It will require cost controls, revenue production, and dependence on our diminished budget reserves for another year. This will be difficult both practically and emotionally and we will need to support each other through the process. Immediate responses will include all of us making only mission-critical expenses and modifying budgets to reflect that, including restricting travel. This will also require that we assess open positions closely for need or reorganization. Finally, and what will be the most difficult, we will need to have position reductions in faculty and staff. This is an unfortunate reality when labor costs are eighty (80) percent of the college budget. Through conversation, we will consider all scenarios possible and will respect the timelines and processes of our various collective bargaining agreements. The next month will see the development of a comprehensive plan. A separate message will share more specific details of timeline and process. We can't just cut, we need to grow. Trustee Unti appreciates the heads up mid-year. The increase in student fees last year is significant in helping our overall financial position. As we told all of the groups we've met with; we cannot fix this in five (5) months, it will be a multi-year process. We need to have solutions in the next few months, in order to present suggested program reductions at the March Board meeting. We have parallel processes going on; FY19 adjustment and FY20 budget building. We are at a transition to grow our way into the future, and fulfill our strategic plan. We need to look at organization, modifications to be more efficient, technology, different skilling, programs that are not best serving our community, and are there others that we can add. Budget managers across the campus are bringing different budget scenarios. Instructional deans worked on a program viability matrix to look at programmatic health and future health. The matrix uses data to look at trends, equity, wages, cost to degree, degree average, relative to industry standards, advisory council involvement, typical level of education, and cost/revenue per FTE. Some of these were weighted; i.e., entry level wage/enrollment trends were weighted more than advisory board involvement. The results are Influential but not final. We need to explore – if the program is viable, what do we need to do and if not, where would resources be better spent. The Board becomes involved at reduction or closure of programs. Dr. McCarthy will make the determination that reductions might be necessary, inform faculty members, the union, and advisory boards. If after that exploration, the program should be restricted, reduced or closed Dr. McCarthy will then notify the Board in written form. We are looking for that final part to occur in March. We will begin alerting in early February and then begin the discussion. It is the faculty contract that drives the board participation. WFSE, AFT, Prof-Tech unions do not require Board participation. We are working timelines in cabinet so that personnel that will be affected will be notified by March 1, for any program or personnel that will be effected this year. Program closures will require teach-outs for students. Program development will be looked at. We will look at the following questions in our decision making process: 1) Does the decision affect our ability to fulfill our mission? 2) Does it hinder us on our path to equity? 3) Does the loss of position cause risk beyond what we currently have? 4) Do decisions have a disparate effect on groups? 5) What are we not going to do because of this decision? (6) Who are we not going to be serving? Given some of the factors shared, Dr. McCarthy asked what information the board feels they need when recommendations come to them. Trustee Page reflected back to program the reduction in Massage, and closure of the Certified Office Professional Program in

2015. What information would the Board be able to receive in advance? There is certainly an idea that what is being done is by the president's judgement. Could it be part of a study session prior to the meeting? A February study session to talk about progress to include savings, growth, and a broader range of scenarios to be narrowed may be possible. We will also need to have external communication. Our first priority was getting clear messaging to employees, balancing length and details, with the offer to request further details if interested. An additional communication will be shared following this meeting. RFT president May-Farley asked if there was an audit from external parties. Vice President Rodriguez responded that there was no external audit. Basic processes were completed. The state does not audit budgets. Trustee Page inquired to the role of the Board (after adhering to policy governance) and if there was a different way for the board to be engaged that would give everyone an earlier opportunity to support. Would it be useful to have a board liaison to meet with the president and vice presidents to be able to provide additional commentary? If so, Trustee Page would volunteer. What could the board do now to help? Do we have the adequate resources to do this, and what won't you be able to do because of this? Dr. McCarthy responded that yes, we will be asking people to do a lot of parallel things. We are also looking to meet with ASG leadership. We will look for student voice in resolution. Pointing at others is not productive.

C. Administration/Finance

- 1) **Monthly Finance Report** Vice President Rodriguez reported that expenditure budgets are on track through November. However, as we went through the mid-year budgeting process and added additional unbudgeted expenditures, our budget increased by \$853,551. Budgetary adjustments included the new payroll schedule and back pay for the new RFT contract, VEBA payments, personnel buyouts at retirements and other, the pipe fitters apprenticeship program moving, and disability accommodations. We also made a mid-year revenue forecast. We expect revenues to do down by \$686,257 from our initial forecast for a total deficit of \$1,503,442 (including our initial surplus of \$36,367). Monthly reports will start reflecting the deficit in December and throughout the rest of the year.

6. BOARD OF TRUSTEES

A. Board Liaison Reports

1. RTC Foundation Trustee Page noted the upcoming Student Success Breakfast scheduled on February 13th. Director Shaw's report was very positive. He will not be in attendance at the Foundation Board meeting next week, and asked Trustee Palmer to report next month on his behalf.
2. RTC Advisory Board The next meeting will be held February 6, 2019.

7. **MEETINGS** The next regular meeting of the Board of Trustees is scheduled on February 20, 2019. Dr. McCarthy reviewed Board Policy, indicating that Board Committees are created to assist the Board in Board deliberations. Board participation in a committee of the whole would be best done in a study session. We could also meet individually or in pairs for detail clarification if needed. We will schedule a study session for 90 minutes prior to February 20 meeting; beginning at 1:30pm. Dr. McCarthy also noted that we will want to schedule an additional executive session for tenure candidates the week prior to the March board meeting, to accommodate meeting with all probationary faculty. We have been looking at March 12 or 13. Trustees Unti, Page and Takamura

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

**January 16, 2019
3:00 P.M.**

are good on either date, and Trustee Palmer is only available on March 13, if we are able to finish before 2:00 p.m. Trustee Unti noted that he will not be available for the February Board meeting.

8. EXECUTIVE SESSION No executive session was held.

9. EXECUTIVE SESSION ACTION No action was taken.

10. ADJOURNMENT

There being no further business, *it was moved by Board Vice Chair Takamura to adjourn the Board of Trustees' meeting at 5:55 pm. **Motion carried.***

FRIEDA TAKAMURA, Board Vice Chair
Board of Trustees

KEVIN D. MCCARTHY, President
Renton Technical College

Renton Technical College
Board of Trustees Meeting
February 20, 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
 - All USA/Phi Theta Kappa Nominees
- E.** Renton Federation of Teachers
- F.** Written Communication Reports

RECOMMENDATION:

None.

Administration and Finance Report
Renton Technical College Board of Trustees
February 20, 2019

Business Office

1098-T's and W2's have been sent out to employees.

Our FY18 financial statement audit is scheduled to begin on Feb. 11th. Auditors will be on site starting February 19th. The projected completion date is March 15th.

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 required to restrooms, parking stalls, pathways, and some campus furnishings. The college has 1-year to complete the necessary modifications. **Update:** All ADA related items have been completed. Documentation to the Office of Civil Rights has been completed and reporting to the WA state OFM is in progress.

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. Project close-out including warranties, as-built, and operations and maintenance manuals are being finalized.
- **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 expected this month or early February depending on the Fire Marshall's schedule for testing/certification.

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. A project to replace the Campus Center chiller has been added to work and will be done in the fall/winter of this year.

Food Service

An application to the WSLCB for obtaining a retail beer/wine license is being reconsidered at this time.

The Evergreen Vending contract has been extended for another six months. Efforts towards looking at additional revenue and evening food offerings is being currently reviewed for the future.

OSPI and DES rental agreements for the Annex unused rooms have been initiated. Minor room updates are being completed at this time.

American Home Inspectors Training (AHIT) recently had their 14-day winter training at the Annex. That long-term agreement continues through the 2019 calendar.

The campus hosted a preliminary RenCon event for potential sponsors. This was a very successful Saturday rental event. The cafeteria was open to the public on a Saturday which generated additional revenue.

The Catering department is drafting a new policy on room fee waived events (i.e. state government, industry partners and campus-sponsored events). This has the potential of adding revenue.

Bookstore

Follett has been operating our bookstore since November 19th. The store now has a permanent manager who also manages the Lake Washington Institute of Technology's bookstore.

The following personnel actions occurred during January 2019 and are presented for the Board of Trustees' information.

AFT	Effective Date	Position	Department
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- Hires

None

-Separations

None

-Retired

None

WFSE	Effective Date	Position	Department
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- Hires

Marcano Calderon, Sasha L	1/10/2019	Enrollment Services Generalist	Enrollment Services
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-Separations

Marcano Calderon, Sasha L	1/28/2019	Enrollment Services Generalist	Enrollment Services
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-Retired

None

Prof Tech	Effective Date	Position	Department
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- Hires

None

-Separations

None

-Retired

Culwell, Perry	1/18/2019	Purchasing Agent	Business Office
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Exempt / Administrative	Effective Date	Position	Department
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- Hires

Giakoumatos, Sophia	1/8/2019	BAS Recruitment Project Specialist / Part-time	BAS Program
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-Separations

None

-Retired

None

RFT	Effective Date	Position	Department
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- Hires

Al Kinani, Hussein	1/18/2019	Contract Faculty	Mechatronics/Amazon
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Brown, Clarence	1/8/2019	Part Time Faculty	Custodial Apprenticeship
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Kaur, Rajveer	1/2/2019	Part Time Faculty	General Education
McKinnon, Steven	1/2/2019	Full Time Faculty	Contemporary Business Administration
Owens-Bailey, Imany	1/2/2019	Part Time Faculty	General Education
Sadrzadeh, Sepehr	1/9/2019	Part Time Faculty	Culinary Arts

-Separations

None

-Retired

None

	Monthly Total Hires	% of Diverse Hires YTD
Full time	3	48%
Part time	5	56%



College Technology Services - Information Technology Report
Renton Technical College Board of Trustees
February 20, 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. This month was spent getting the students and faculty settled with the beginning of winter quarter.

INFRASTRUCTURE PROJECTS IN PROGRESS AND COMPLETED

- Service Desk Upgrade from 7.6 – 8.5 – Service Desk Ticketing System
- Altiris Upgrade from 8.1 – 8.5 – IT Systems Management/Assets/Imaging System

TECHNOLOGIES IMPLEMENTED AND COMPLETED PROJECTS – No new updates

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
February 20, 2019**

SOCIAL MEDIA GROWTH

Social media following increased significantly in the past month, likely due to people seeking information on weather-related schedule changes. Many students reached out through social media to ask questions, and we take care to provide prompt replies. This is further evidence of the role social media plays in communication. Key stats include:

- Facebook page likes up 530 % compared to the previous month; post engagements rose 110%.
- Facebook posts regarding weather closures reached nearly 2,000 people each time.

LEGISLATIVE OUTREACH

Communications and Marketing prepared handouts demonstrating student success, and compiled packets for visits with lawmakers. (These handouts are available in your board packet for review.)

NEWS AND WEB

Stories posted on the RTC website and shared include:

[Resilient student wins Transforming Lives Award](#)

[RTC Board Chair joins state Legislature](#)

INSTITUTIONAL RESEARCH

- The Institutional Research (IR) office completed and submitted the Student Financial Aid component of IPEDS on time for the College. The purpose of the survey is to collect information about financial aid provided to various groups of students and military/veteran educational benefits of all students at RTC. Results are used by our College Navigators, and other external websites that provide information to potential students.
- IR reorganized information in the IR SharePoint site and shared the information with College Council members for the preparation of the Year Seven Accreditation by NWCCU. The newly organized information will also help the College community to navigate the information in the site easily and meaningfully based on their needs and intentions. The information is organized by RTC Strategic Goals, Themes, Key Performance Indicators, NWCCU Standards, and key words.
- IR prepared the draft student engagement survey for replacing the Community College Survey of Student Engagement (CCSSE) and shared the purpose, contents and the benefits of using the RTC version of the student engagement survey with cabinet. The survey instrument will be finalized after additional feedback from faculty, staff and students in February, to be administered in spring 2019.

College and Career Pathways

College and Career Pathways (CCP) has been exploring program viability data to mirror the process that professional-technical programs underwent. The Institutional Research (IR) office created a data dashboard to capture financial and enrollment information. We annually review data around program outcomes, and know that RTC's CCP program excels in moving students to higher skill levels, better employability, secondary credentials, and transition to post-secondary education. In fact, RTC is a state leader in these measures.

Mission Fulfillment

- CCP is a crucial component in the college's work to support equity in workforce training.
- CCP students (about 3000 individuals) represent the largest percentage of students of color on the RTC campus. About 82% of CCP students identify as people of color compared to 48% of students outside of CCP. Transitioning students from CCP directly increases the college's service to communities of color and other underserved populations. Additionally, CCP's strong ties to the community are an important component of outreach for the college.
- In terms of retention and completion, CCP has a noticeable impact. The 2-year program completion rate for prior-CCP students is 78.1% compared to 61.6% non-CCP students (2015-16). CCP brings in a diverse population and prepares them for success in their workforce training and employment.

Culinary Arts and Professional Baking

Chef Robert Saia is assisting students with the first quarter curriculum this winter quarter. Chef Saia is an industry chef and culinary educator that is focused on assisting students, using a new Hybrid model learning platform called KP Compass, in successfully passing the National Restaurant Association Serv-Safe certification. Chef Tony Parker is using a similar Hybrid platform in teaching the advanced students in their Nutrition course. The students have been very receptive to this updated learning method.

The Culinary program is hosting the Western Regional Jeune Commis (Junior Chef) Chaine des Rotisseurs competition April 7, 2019. RTC has a Culinary Arts graduate that will be competing with students/young chefs at this International competition. The program receives a \$5,000 sponsorship for hosting this prestigious event!

The Professional Baking program was supported by the Carl Perkins mini-grant to purchase an industry current edible cake printer. This printer enables our students to take a digital picture and transfer the picture onto an edible sugar print that transfers onto a sheet cake.



Student Services Report
Renton Technical College Board of Trustees
February 20, 2019

A. EDUCATIONAL SUPPORT SERVICES

Veterans Services will be hosting their winter quarter luncheon this month with the theme “Recognizing Student Success.” Testing Services is actively working with College and Career Pathways to support proctoring of CASAS. Testing Services also recently held two open houses to reacquaint the campus with the services they offer, and will hold one open house per quarter moving forward. Our Director of Disability Resource Services, Marisa Hackett, serves an active role on the CTC statewide disability services council as president-elect. This year the council has done excellent work in promoting improved confidentiality in how students are code in our student management system. Additionally, DRS is working on defining more processes for students that will be added to website and given to students during access appointment/intake- aligning process with statewide best practices work currently happening. This quarter there are 121 active students utilizing disability service.

B. ENROLLMENT & ENROLLMENT SERVICES

The Enrollment Services office has reorganized its staff according to the areas of study in alignment with Guided Pathways. Spring quarter registration begins Feb. 19.

C. FINANCIAL AID

This month, office staff will attend the winter financial aid council meeting. Representatives from the Washington State Achievement Council and from the Department of Education attend, providing both state and federal updates. Financial Aid has received estimates for next year’s allocation of Supplemental Educational Opportunity Grant (SEOG) and Federal Work Study (FWS) from the Department of Ed. A 20% increase was requested in both, though we only received an increase in FWS. As regulations allow movement between the two sources, we intend to move the increase to SEOG which will result in more students receiving this grant to cover tuition. Staff will begin processing 2019-2020 FAFSA applications in mid-March.

D. CAMPUS SECURITY

Security will begin using our case management system for issuing parking citations, which will make the process much more efficient. Director Matt Vielbig is researching alternatives for RAVE mass notification, to meet Federal compliance needs and allocate money used for RAVE elsewhere. It is likely we will be able to use the Alertus system in its place to generate email and push notifications on mobile phones with the associated mobile application.

E. STUDENT SUCCESS SERVICES

There were three staff from Student Success Services who attended the winter Guided Pathways retreat, including faculty counselor Laura Knight who is serving as the Student Services Guided Pathways project coordinator. Participants returned with clarity on how the work will be structured moving forward.

F. STUDENT PROGRAMS & ENGAGEMENT – See Student Leadership Report



RTC Foundation Report
Renton Technical College Board of Trustees
February 20, 2019

Scholarships

The spring 2019 scholarship application cycle closed on January 25th with 127 qualified candidates – a strong number and down by 10 from winter applications. The Scholarship Committee meets Feb. 20th to make the awards and all students will be notified on Feb. 25th. Teresa and Carrie conducted 20 workshops and classroom visits and dozens of one-on-one meetings during the month of January to provide guidance and feedback to students.

Events

The Feb. 13th 2019 Student Success Breakfast was postponed until March 15th due to snow closure. To-date \$55,500.00 has been raised from sponsorships from 22 companies and organizations. In addition to the **2019 Lifetime of Giving** honoree Ellen-Marie Rystrom, the Board will recognize the leadership and support of Mayor Denis Law who is retiring from public service after 12 years as Renton's mayor. Both honorees will be present for the March 15th event. Keep inviting people! We will send out a reservation confirmations at the end of February.

Development

Charles Pigott was on campus to tour the mechatronics and welding programs with Kevin McCarthy and provided a \$125,000 to support RTC's welding program. Thank you President McCarthy!

Steve Haft, VP of Human Resources for Oberto, was on campus to tour the mechatronics program and have lunch with faculty member James Klein and Carrie. Oberto is looking to engage with the College and Foundation.

Leadership from Kaiser Permanente were on campus for a tour and lunch hosted by the Foundation and Allied Healthcare Dean Chris Carter. A stronger partnership is developing including clinical and HR efforts.

David Snow, Executive Director for the Wesley Homes Foundation and Dr. Blair Evans, toured the allied healthcare programs and had lunch with Carrie. Wesley Homes is planning expansion in Renton for the assisted living operations and Dr. Evans is part of Mercer Island Rotary. They are looking to establish a scholarship for healthcare students, especially in ophthalmology.

Model A Club – Evergreen Chapter invited RTC automotive faculty member Brian Thompson, who is also a member of the Scholarship Committee, to present at their monthly meeting. Model A provides a \$1,000 annual donation to support automotive students. Carrie attended as well for donor cultivation.

Marine Corps Support Group leadership were on campus to meet the new Marine veterans and to talk about their partnership with RTC. They want to increase their annual grant, currently at \$4,000.

Operations

The 2018 Tax Letters were prepared and sent out prior to January 31st. The Foundation sent out 432 donor letters – all hand signed – representing a 17% increase from 2017. Another indication of the growing number of donors who support the Foundation.

We have wrapped up the 2017-18 independent audit and Michael Gintz, CPA from Brantley Janson presented the audit findings 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. We have a clean bill of financial health and additional best practices are being implemented.

Renton Technical College
Board of Trustees Meeting
February 20, 2019

AGENDA ITEM: **4. ACTION ITEMS**

SUBJECT:

BACKGROUND:

BOARD CONSIDERATION

Information

X Action

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
February 20, 2019

AGENDA ITEM: 5. DISCUSSION/REPORTS

SUBJECT:

BOARD CONSIDERATION

X Information

Action

BACKGROUND:

A. Operationalizing the DEI Plan

In an effort to operationalize the DEI plan, the Diversity, Equity and Inclusion Council is utilizing the five action teams to execute the work. Each Action Team has a specific role to promote the DEI work on campus, and they are as follows:

- ***The Fiscal Action Team*** is responsible for working on a budget that will support the work of the DEIC and operationalization of the plan (Eugene Shen is the lead).
- ***The Special Projects Action Team*** will work on short-term projects that are identified by the DEIC (Evyson Beasley is the lead).
- ***The Research and Development Action Team*** will work on reviewing data and recommending proven strategies that increase access and success to reduce opportunity gaps (Jess Gilmore English is the lead).
- ***The Professional Development Training Action Team*** will be responsible for expanding learning and shared understanding of diversity, equity, and inclusion (Jess Supinski is the lead).
- ***The Instruction Action Team*** will work to promote curriculum development and provide faculty support and training in the areas of diversity, equity, and inclusion (Angel Reyna is the lead).

B. President

President McCarthy will provide a report to the Board, subsequent to the January 16, 2019 Board meeting.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
February 20, 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 December, 2018.

RECOMMENDATION:

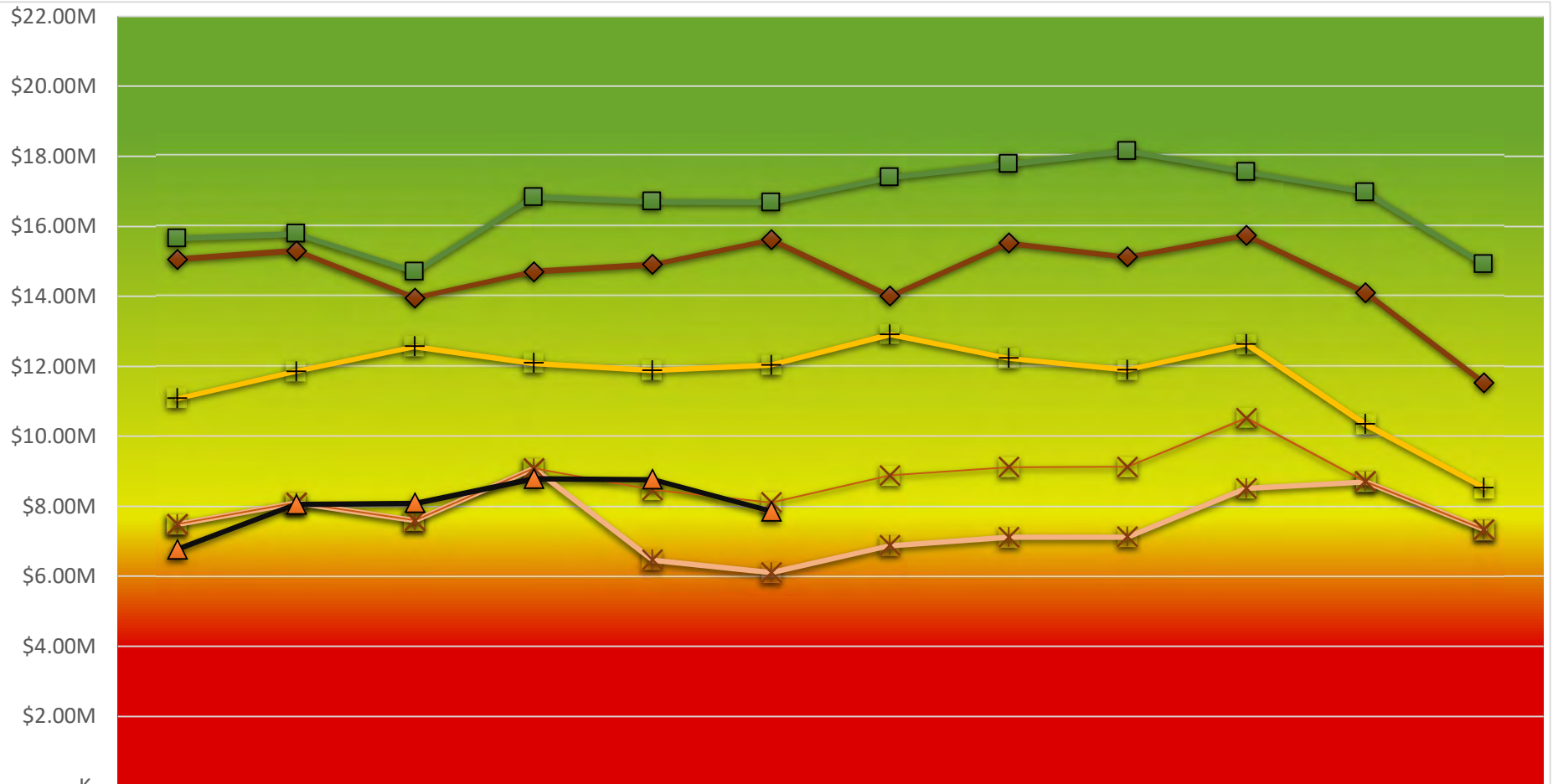
None.

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

	December 2018 - Actual	Year to Date - December 2018 - Actual	Year to Date - December 2018 - Budgeted	Budget Variance - Favorable (Unfavorable)
Beginning Cash Balance	\$ 5,583,290	\$ 4,212,016		
Add - Revenues:				
Tuition & Fees - Funds 060 148 149 561	\$ 938,797	\$ 5,418,355	\$ 4,750,000	\$ 668,355
Grants and Contracts	\$ 157,364	\$ 1,079,618	\$ 1,320,859	\$ (241,240)
Student Government	\$ 52,586	\$ 368,454	\$ 284,172	\$ 84,282
Bookstore	\$ 27,389	\$ 250,925	\$ 403,563	\$ (152,638)
Security/Parking	\$ 46,397	\$ 313,652	\$ 3,000	\$ 310,652
Culinary Arts - Food Services	\$ 107,904	\$ 719,450	\$ 634,284	\$ 85,166
Interest Income	\$ 4,647	\$ 66,073	\$ -	\$ 66,073
Rental Income - Excluding Catering	\$ 12,935	\$ 102,444	\$ -	\$ 102,444
Scholarship and Student Loan Funds Received	\$ 198,899	\$ 3,719,459	\$ -	\$ 3,719,459
Budgeted From Fund Balance/Reserves	\$ -	\$ -	\$ -	\$ -
Net Operating Revenues	\$ 1,546,917	\$ 12,038,431	\$ 7,395,877	\$ 4,642,554
Add - State Allocation - Payroll & Benefits	\$ 2,186,596	\$ 10,942,008	\$ -	
State Allocation - VPA Expenses	\$ 202,613	\$ 610,201	\$ -	
Capital Allocation	\$ 577,759	\$ 1,535,851	\$ -	
Total State Funding (1)	\$ 2,966,968	\$ 13,088,060	\$ 9,997,475	\$ 3,090,585
Total Revenues	\$ 4,513,885	\$ 25,126,490	\$ 17,393,351	\$ 7,733,139
Less - Expenses:				
Salaries - A	\$ 1,925,850	\$ 9,714,847	\$ 10,212,524	\$ 497,677
Benefits - B	\$ 606,886	\$ 3,375,939	\$ 3,451,422	\$ 75,482
Goods and Other Services- E	\$ 1,169,373	\$ 3,887,480	\$ 3,216,092	\$ (671,388)
Cost of Goods Sold - F	\$ 31,873	\$ 370,589	\$ 407,500	\$ 36,911
Travel - G	\$ 9,735	\$ 126,865	\$ 120,365	\$ (6,500)
Equipment - J	\$ 154,263	\$ 220,934	\$ 153,100	\$ (67,834)
Computer Equipment - K	\$ -	\$ 154,634	\$ 1,000	\$ (153,634)
Financial Aid - N	\$ 839,461	\$ 5,126,180	\$ -	\$ (5,126,180)
Debt Service Payment -P	\$ -	\$ 55,825	\$ 150,000	\$ 94,175
Bad Debt - W	\$ (276)	\$ 7,175	\$ -	\$ (7,175)
Total Expenses	\$ 4,736,865	\$ 23,040,743	\$ 17,712,003	\$ (5,328,740)
Net Operating Surplus (Deficit)	\$ (222,981)	\$ 2,085,748	\$ (318,652)	\$ 2,404,400
Other Sources (Applications) of Cash:				
Changes in Petty Cash; Accts. Receivable & Accts. Payable; Inventory	\$ (678,408)	\$ (1,132,505)		
Decrease/ (Increase) in Investments & Bond Amortization	\$ (596)	\$ (59,292)		
Payment of Bldg. & Innovation Fee to State	\$ (14,062)	\$ (438,723)		
Land Purchase	\$ -	\$ -		
Total Other Sources (Applications) of Cash	\$ (693,066)	\$ (1,630,520)		
Ending Cash Balance	\$ 4,667,244	\$ 4,667,244		
Add College Reserves:				
Local Government Investment Pool (LGIP)	\$ 955,746	\$ 955,746		
Investment Bonds held in trust by US Bank	\$ 2,229,668	\$ 2,229,668		
Total Reserves	\$ 3,185,414	\$ 3,185,414		
Total Cash and College Reserves	\$ 7,852,658	\$ 7,852,658		
	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	59.2%	\$ 11,552,209	\$ 9,835,525	117.5%
Remaining State Allocation	40.8%	\$ 7,974,980	\$ 9,835,525	81.1%

(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	\$7.85M						

FY1819 OPERATING FUNDS VARIANCE REPORT

December Month-End

% of Fiscal YR: 50.0%

2/7/2019

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>	48.77%	59.13%	82.47%
		EXP	\$11,547,274.45	<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>	62.75%	29.31%	214.07%
		EXP	\$506,148.69	<div><div></div></div>			
		REV	\$1,726,766.52	<div><div></div></div>			
Local Tuition	149	BDGT	\$6,696,162.00	<div><div></div></div>	36.02%	73.68%	48.89%
		EXP	\$2,412,141.09	<div><div></div></div>			
		REV	\$3,273,694.36	<div><div></div></div>			
Running Start	145	BDGT	\$202,520.00	<div><div></div></div>	25.99%	0.00%	0.00%
		EXP	\$52,630.87	<div><div></div></div>			
		REV	\$0.00	<div><div></div></div>			
TOTALS **		BDGT	\$31,383,219.00		46.26%	59.19%	78.16%
		EXP	\$14,518,195.10				
		REV	\$24,527,649.88				

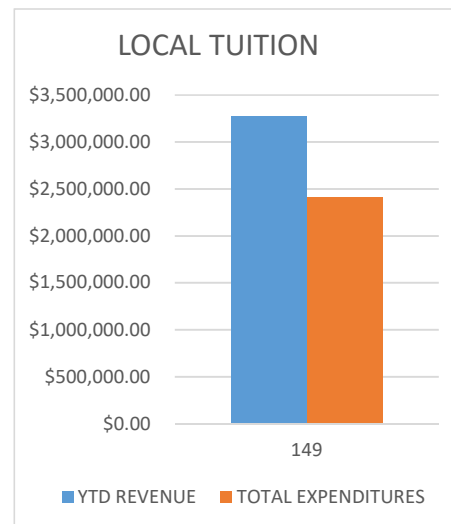
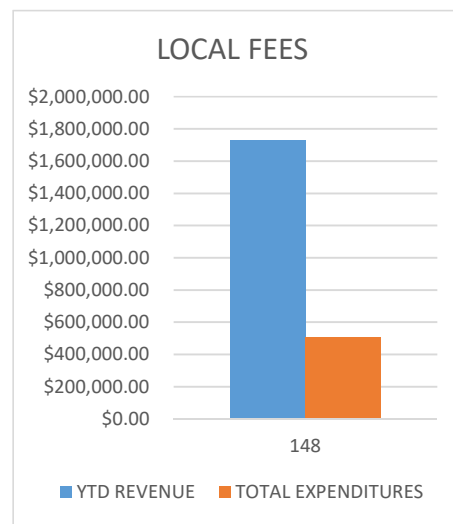
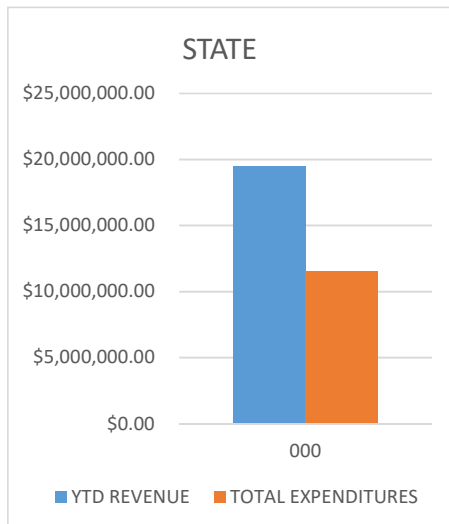
BY OBJ, ALL FUNDS COMBINED		BDGT	EXP	EXP/BDGT	NOTES
SALARIES	A	\$18,355,586.00	\$8,481,494.23	46.21%	* Per allocation #3
BENEFITS	B	\$6,141,751.00	\$2,992,018.57	48.72%	
PERSONAL SERVICES CONTRACTS	C	\$0.00	\$274.84	0.00%	** Includes entire state allocation amount.
GOODS & SERVICES	E	\$6,065,799.00	\$2,048,567.44	33.77%	
COST OF GOODS SOLD	F	\$65,000.00	\$0.00	0.00%	
TRAVEL	G	\$166,291.00	\$74,373.29	44.72%	
CAPITAL OUTLAYS & SOFTWARE	J,K	\$438,792.00	\$342,559.07	78.07%	
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	0.00%	
INTRAAGENCY REIMBURSEMENTS	T	Revenue Bdgt \$0.00	\$491,434.34	0.00%	
DEPRECIATION, AMORTIZATION, BAD DEBT	W	\$0.00	\$0.00	0.00%	
		\$31,383,219.00	\$14,518,195.10	46.26%	

FY 1819 OPERATING P&L REPORT

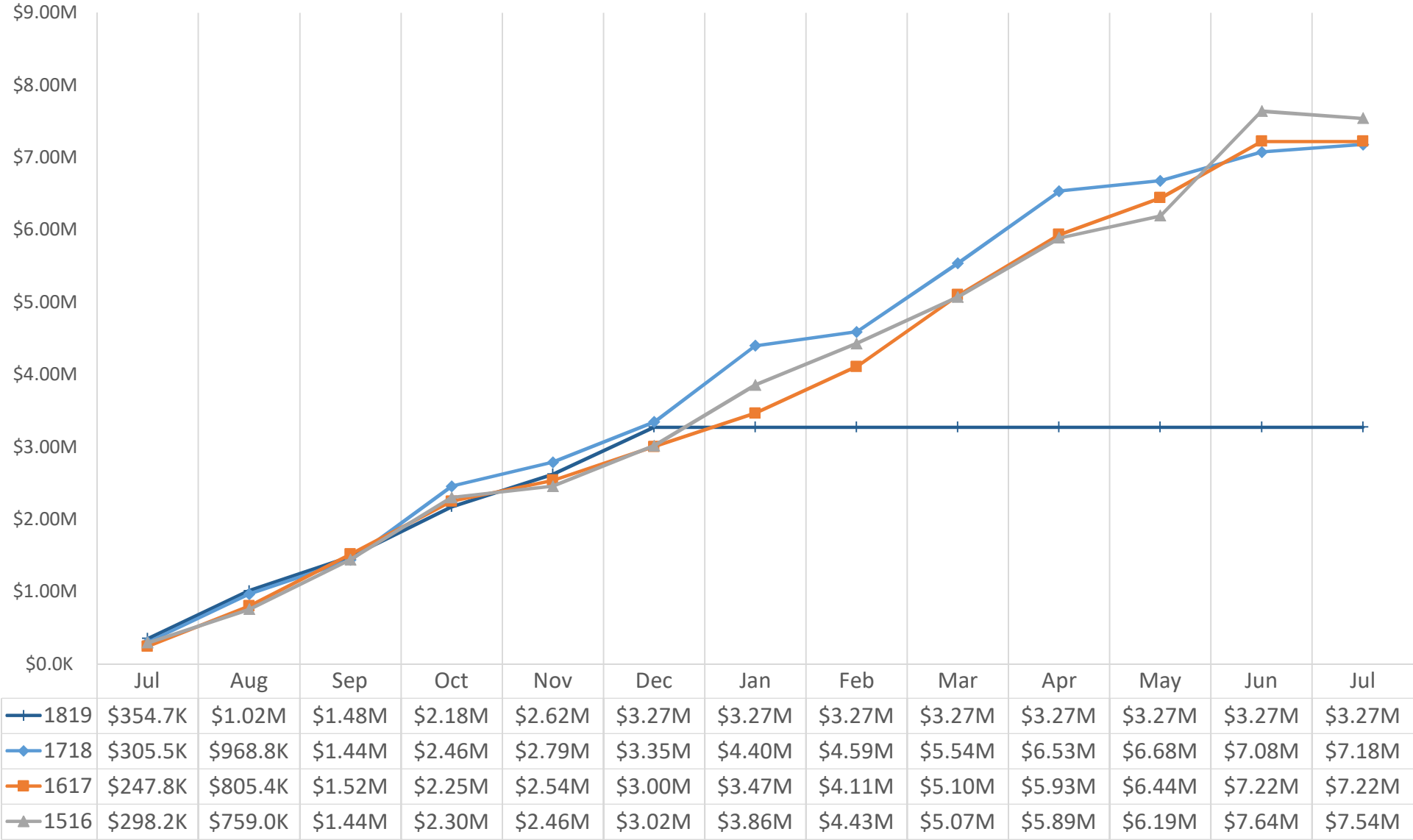
December Month-End

2/7/2019

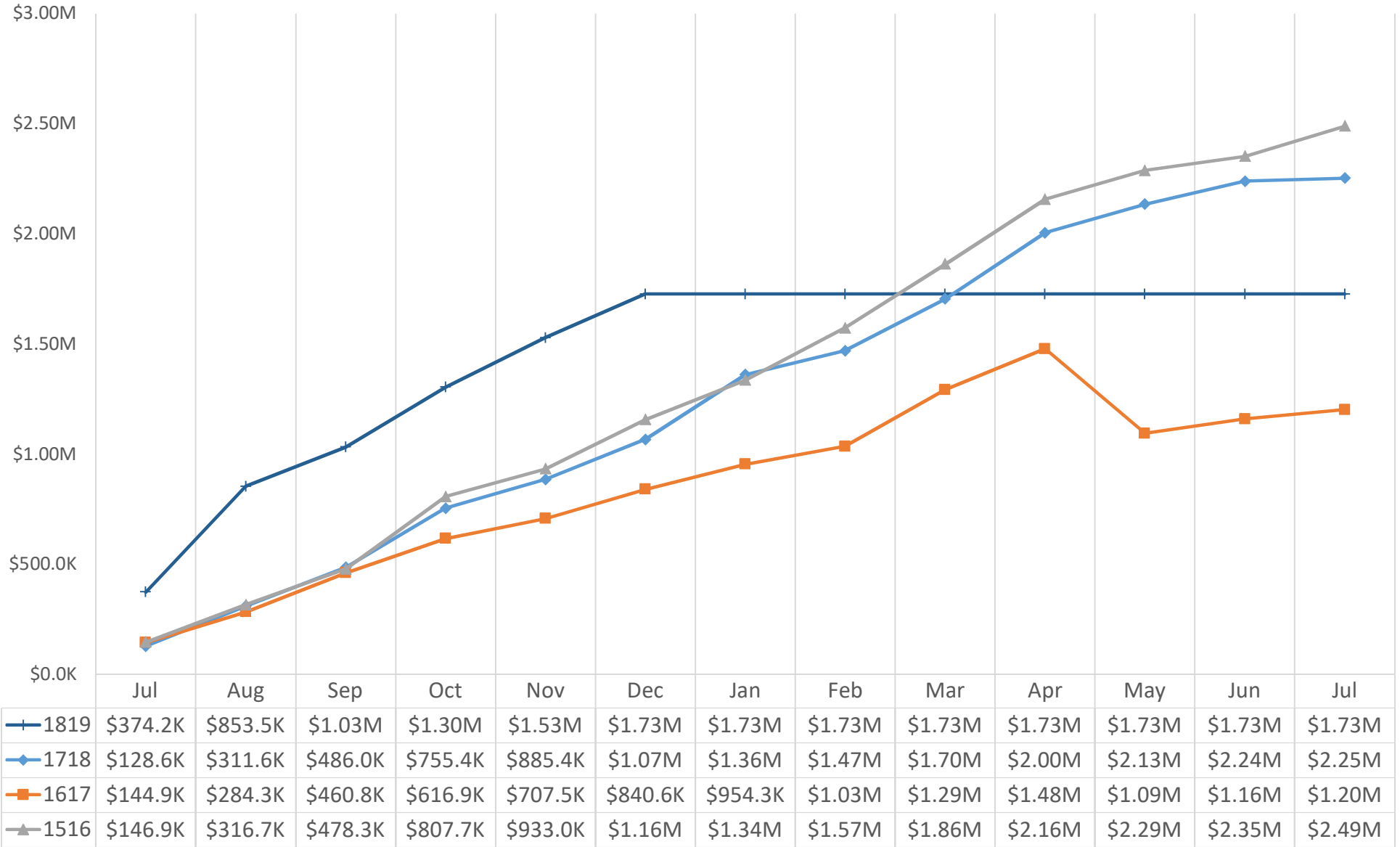
			STATE	LOCAL FEES	LOCAL TUITION	RUNNING START	
			101	148	149	145	TOTAL
YTD REVENUE			\$19,527,189.00	\$1,726,766.52	\$3,273,694.36	\$0.00	\$24,527,649.88
YTD EXPENDITURES	SALARIES & WAGES	A	\$8,125,980.67	\$137,875.79	\$179,553.58	\$38,084.19	\$8,443,410.04
	BENEFITS	B	\$2,682,394.82	\$40,886.46	\$257,967.43	\$10,769.86	\$2,981,248.71
	PERSONAL SERVICES CONTRACTS	C	\$0.00	\$0.00	\$274.84	\$0.00	\$274.84
	GOODS & SERVICES	E	\$97,167.21	\$192,780.79	\$1,755,840.59	\$2,778.85	\$2,045,788.59
	COST OF GOODS SOLD	F	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	TRAVEL	G	\$16,598.45	\$2,041.99	\$54,734.88	\$997.97	\$73,375.32
	CAPITAL OUTLAYS	J	\$133,698.96	\$9,714.06	\$44,830.63	\$0.00	\$188,243.65
	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	\$491,434.34	\$0.00	\$0.00	\$0.00	\$491,434.34
	DEPRECIATION, AMORTIZATION, BAD DEBT	W	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES			\$11,547,274.45	\$506,148.69	\$2,412,141.09	\$52,630.87	\$14,518,195.10
NET OPERATING RESOURCES			\$7,979,914.55	\$1,220,617.83	\$861,553.27	(\$52,630.87)	\$10,009,454.78



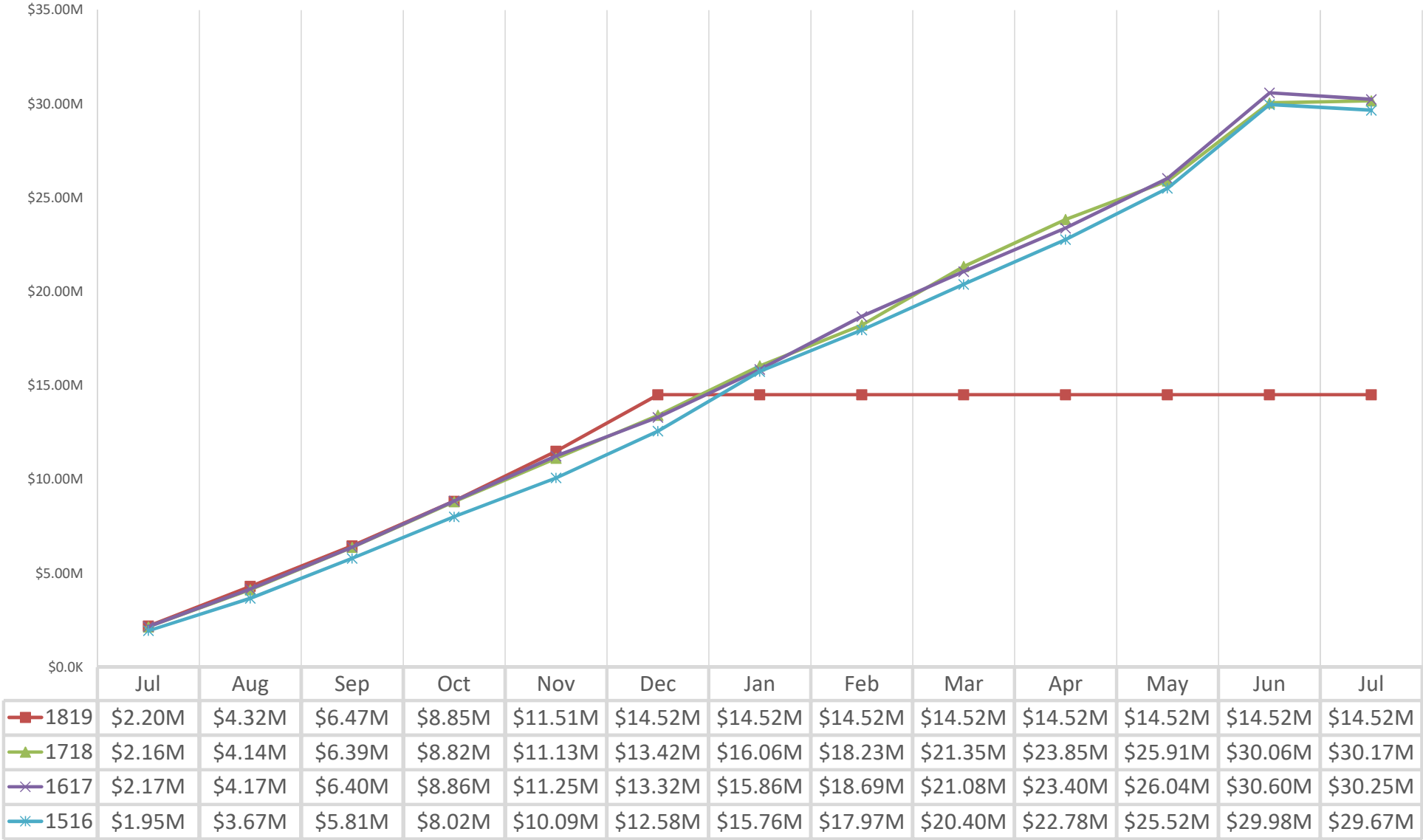
149 TUITION REVENUE RUNNING TOTALS (DECEMBER MONTH-END)



148 LOCAL FEE REVENUE RUNNING TOTALS (DECEMBER MONTH-END)



JULY-NOVEMBER OPERATING EXPENTITURE TREND GRAPH



Renton Technical College
Board of Trustees Meeting
February 20, 2019

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

SUBJECT: **A. Board of Trustees**

BOARD CONSIDERATION

X Information

Action

BACKGROUND

A. ACT Winter Conference Report

B. Board Liaison Reports

1. RTC Foundation – Trustee Page was unable to attend the RTC Foundation meeting held on January 23rd, and asked Trustee Palmer to report out on his behalf.
2. RTC Advisory Board – The meeting was held on February 6th. Trustee Palmer was unable to attend.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
February 20, 2019

AGENDA ITEM: **7. MEETINGS**

SUBJECT:

BOARD CONSIDERATION	
X	Information
	Action

BACKGROUND:

The Board of Trustees will hold a special meeting on March 15, 2019 at 1:15 p.m. A special meeting will also be held prior to the regular meeting on March 20, 2019 beginning at 1:15 p.m. with the regular meeting scheduled to begin at 3:00 p.m.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
February 20, 2019

AGENDA ITEM: 8. EXECUTIVE SESSION

SUBJECT:

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

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
Februray 20, 2019

AGENDA ITEM: 9. EXECUTIVE SESSION

SUBJECT: A. Action

BOARD CONSIDERATION

Information

X Action

BACKGROUND:

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
February 20, 2019

AGENDA ITEM: **10. ADJOURNMENT**

SUBJECT:

BOARD CONSIDERATION
Information
X Action

BACKGROUND:

RECOMMENDATION:

Motion required.