

<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. September 18, 2019 Regular Meeting/Board Retreat	
3. COMMUNICATIONS	Information
A. General Information/Introductions	
B. Correspondence	
C. Public Comments from the Audience	
D. Student Leadership	
E. Renton Federation of Teachers	
F. Written Communication Reports	
4. ACTION ITEMS	Action
A. ACT Transforming Lives – Student Award Selection	
B. 2019 SBCTC System Vision Statement	
5. DISCUSSION/REPORTS	Information
A. Business Management Presentation	
B. Veterans Services	
C. President	Dr. McCarthy
Goals: Collaborative Relationships Equity Finance & Growth Accreditation	
D. Administration/Finance	Eduardo Rodriguez
1) Monthly Finance Report	
6. BOARD OF TRUSTEES	
A. Board of Trustees Scholarships	
B. RTC Liaison Reports	Action
1) RTC Advisory Council	
2) RTC Foundation	
7. MEETINGS	Information
A. November 13, 2019 – 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

- ACCT Leadership Congress | October 16-19, 2019 | San Francisco, CA
- Andee Jorgensen Student Success Center Dedication Ceremony | November 5, 2019 | 4:00 p.m.
- ACT Legislative Action Committee Retreat | November 7, 2019 | Double Tree by Hilton SeaTac
- ACT Fall Conference | November 8, 2019 | Double Tree by Hilton SeaTac
- Celebrity Chef Dinner & Auction | January 28, 2020 | RTC Demonstration Kitchen
- ACT Winter Legislative Conference | February 17-18, 2020 | Olympia Hotel RL
- Student Success Breakfast | March 6, 2020 | RTC Cafeteria
- Scholar and Donor Reception | May 7, 2020 | RTC Library
- RTC Career Fair | May 13, 2020 | Renton Technical College | 3 to 6:00 p.m.
- RTC Commencement | June 24, 2020 | ShoWare Center, Kent, WA | 6:30 PM

2019-2020 BOARD GOALS

Equity Lens · Board Orientation · Campus Awareness

Renton Technical College
Board of Trustees Meeting
October 16, 2019

AGENDA ITEM: **1. CALL TO ORDER**

SUBJECT:

BOARD CONSIDERATION	
X	Information
	Action

BACKGROUND:

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

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
October 16, 2019

AGENDA ITEM: 2. ADOPTION OF MINUTES

SUBJECT: A.

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

BACKGROUND:

- A.** The meeting minutes from September 18, 2019 regular meeting/retreat are attached for approval by the Board of Trustees.

RECOMMENDATION:

Approval as presented.



**Board of Trustees – Regular Board Meeting and Board Retreat
Technology Resource Center, Room C-111**

**September 18, 2019
9:00 a.m.**

MEETING MINUTES

I. REGULAR BOARD MEETING

1. CALL TO ORDER

The meeting was called to order at 9:00 a.m. by Board Chair Frieda Takamura. A notation of quorum was made, and Trustee Page led the flag salute.

2. ADOPTION OF MINUTES

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

June 12, 2019 - Regular Meeting

Trustee Page introduced a motion to approve the meeting minutes for the regular meeting held on June 12, 2019 as presented. Trustee Unti seconded, and the motion carried.

3. COMMUNICATIONS

A. General Information/Introductions

Dr. McCarthy began by welcoming and introducing Dr. Stephanie Delaney, Vice President of Instruction. Further introductions included Tyrone Somerville, LRCC Director; Rahel Weldu, Financial Aid Director; Soha Qassis, Human Resources Benefits Manager; Dennis Chin, Deputy Chief Information Officer; Marzena Sasin, Website and Online Services Administrator; Mark Daniels, Director of Facilities and Grounds Services; Taqwo Mohamoud, ABAWD Navigator; and Sofia Marshak, Associate Dean of College and Career Pathways. The Board and members of the president's cabinet also took the opportunity to introduce themselves to those present at the meeting.

B. Correspondence Summer correspondence and the WA Monthly Press release were shared electronically with the Board prior to the meeting.

C. Public Comments from the Audience There were no public comments shared.

D. Renton Federation of Teachers RFT President Sheila May-Farley noted that this time of year and Fall Kick-Off is inspiring, and having Dr. Delaney here has really brought a new excitement and inclusiveness to the campus. New Student Orientations began yesterday; most programs had a 100 percent turn-out, which is unprecedented. Orientations will continue tomorrow. There was a lot of activity over the summer. Faculty on campus during the summer did some exciting things, which included some bumps in the road due to the way summer contracts are compensated. We will learn as we grow and look for mitigation in the future. The Welding shop got some new equipment, Culinary Arts is getting a new kitchen, and there are new faculty in Automotive, and Nursing. She thanked the administration and the board for their support.

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- E. Written Communication Reports** Trustees noted their thanks for the written reports, and specifically called out the Marketing outreach, growing enrollments, and congratulations to Evyson Beasley for receiving the Exemplary Staff Award from Staff Training for Technical and Community Colleges (STTACC). Additionally, the YouTube link for instruction report was enjoyable and unique to see visual reporting from Culinary Arts and the BIRT programs.

4. ACTION

- A. Revision of November, 2019 Board Meeting Date** Dr. McCarthy requested that due to a scheduling conflict, he would like to revise the November Board meeting from November 20 to November 13 (one week earlier). Board members had previously been polled for their availability.

Trustee Palmer introduced a motion to approve the modification of the November 2019 monthly meeting date from November 20 to November 13, 2019. Trustee Page seconded, and the motion carried.

- B. AFT Classified Contract Renewal** Vice President Hogan informed the Board that this bargaining team finished bargaining in mid-June, just one day following the June Board meeting. The contract was bargained expediently thanks to these two very committed teams. Vice President Hogan thanked the group of people who participated. From AFT, Justin Monteith, Nona May, Vincent Garcia, Robert Coggin, Sy Cross, and Ray Carrillo from AFT Washington. RTC leadership participation included Sally Allen, Lindsay Tanzi, Mark Daniels, Eduardo Rodriguez, and Lesley Hogan. Thanks to Jamie McGinnis, the document is now fully accessible. The summary of changes was reviewed. Mr. Carrillo agreed that the contract was expeditiously bargained, and was pleased with the alignments of other agreements and changes in the law. Trustee Palmer added that the inclusion of a Union Management Communication committee goes a long way in relationship building. On behalf of the Board, Trustee Unti thanked everyone for their spirit and trust to accomplish this work.

Trustee Palmer introduced a motion to approve the RTC/AFT Classified contract as presented for July 1, 2019 through June 30, 2022. Trustee Entenman seconded, and the motion carried.

- C. Transforming Lives Committee Selection** Trustees Unti and Palmer volunteered to comprise the application review committee for this year's student applications. The application deadline will be October 9, and will be forwarded to the selection committee by October 11. The selection committee will provide recommendations to the Board for action at the October 16 Board meeting.

Trustee Page introduced a motion to approve the selection committee of Trustees Unti and Palmer for the ACT Transforming Lives Scholarship award from RTC, and the RTC Board Scholarship. Trustee Entenman seconded, and the motion carried.

- D. Approval of 2020 Board Meeting Calendar**

Trustee Unti introduced a motion to approve the 2020 Board Meeting Calendar as presented. Trustee Palmer seconded, and the motion carried.

5. DISCUSSION/REPORTS

A. President

Dr. McCarthy noted his enthusiasm for Dr. Delaney's arrival at the college. She received her BS degree from Georgetown University School of Foreign Service, JD from the University of San Diego, Master's in Environmental Law at Vermont Law School, and her Ph. D. in Higher Ed Administration and Distance Learning from the University of Nebraska-Lincoln. She has worked in the system at Highline, Cascadia, Seattle Central and South Seattle. We are pleased to have Dr. Delaney at RTC! Dr. McCarthy added his thanks to Vice President Gilmore-English for her role as a Super VP during the absence of an active VPI. This was not just in maintenance, but she kept us moving forward, dealing with many complex instructional matters. Executive Director Katherine Hansen has now been added to the cabinet table. Her role as the campus PIO provides another great perspective for this team. Dr. McCarthy's favorite times of the year are fall, as we welcome students to a fresh new beginning, and Commencement, as we see them achieve their goals and walk (or dance) across the stage. It was great to learn of the WA Monthly College Rankings [2019 College Guide and Rankings](#); RTC was named the best two-year college in the country for adult learners. We have tried to get the editor to campus, since his son is starting at Evergreen State this month, so far no response but we'll keep trying! Part of opening week is the faculty in-service which was held on Monday. Dr. McCarthy asked Dr. Liz Falconer to share what "Teaching with Intent" looked like this year. Dr. Falconer informed the Board that this year's theme is Shoshin: Beginner's Mind ~ Embrace Learning. Shoshin is a concept in Zen Buddhism meaning "beginner's mind", referring to having an attitude of openness, eagerness, and lack of preconceptions. Beginner's mind embodies the highest emotional qualities such as enthusiasm, creativity, zeal and optimism. The in-service focused in part on accreditation which will be an important part of faculty work this year. A Canvas shell with program data, outcomes, etc. is readily available for everyone, which includes how assessments work for learning. Dr. Falconer also shared about the "on my path" project which includes a fill-in template for writing a poem. This was an artful feel for the end of the day. Comments were positive, and feedback included great thanks for assistance in Canvas and the accreditation work, as well as time with the dean. Trustee Page was thrilled with the spiritual aspect of team building and bringing in all parts of the campus to the in-service is wonderful. Dr. McCarthy added that he thought the pacing was very good, and gave good focus. Regarding the poetry project, he felt the risk to take something new is an attitude for all of us to keep fresh, as we expect it from our students. Dr. McCarthy thanked Dr. Falconer for this inspiration.

Dr. McCarthy briefly wrapped up on his goals from last year.

Equity: The Cross Institutional Faculty of Color Mentoring (FOCM) continues and RTC has eleven participants. We also have one participant in the Administrators of Color (AOC) Leadership program. The leadership of this program has transitioned to Aaron Reader, RTC Dean of Student Success, and Dr. Sachi Horback, VPI at Clark College. Jamie McGinnis has remained an important contact for this group, since its inception under VPI Angel Reyna. We also have a participant in the Social Justice Leadership Institution (SJLI) for the third straight year. RTC is a leader in diversifying its employee base, and analyzing opportunity gaps. We look forward to more thoroughly monitoring this going forward. Eliminating opportunity gaps is a comprehensive goal to unify all of our activities at the college.

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Advocacy: As we are all aware, last year was a banner year for higher education in the state legislature. Dr. McCarthy thanked Representative (Trustee) Debra Entenman of the 47th legislative district. Included were significant compensation increases for our faculty and staff, especially the King County premium. Looking forward we are excited about the more discretionary Guided Pathways funding which will be coming in during the second year of the biennium. Over the summer, the Puget Sound Taxpayers' Accountability Account (PSTAA) saw combined efforts pushing for a portion of those funds going to a joint K-12 and higher education proposal for college completion. The King County Promise will ultimately see \$112M of the PSTAA funds, which is especially good for South County families. Dr. McCarthy noted his enjoyment of working with King County Council members through his participation in this process. Dr. McCarthy has a meeting set with Mary Jean Ryan, Executive Director of Community Center for Education Results (CCER) to discuss next steps – implementation will be tricky. Our commitment to working with non-profits for student success is crucial. The trick is to align the resources.

Financial Stewardship: As Vice President Rodriguez will share shortly, we ended the year in the black for the first time since 2011/12! We are proud of the across the board collaboration it took to achieve this. It was a rewarding result for what was a very difficult year for all at RTC. That said, we are entering another fragile year. Revenue is crucial, with a key component being student retention, while developing growth opportunities. We are seeing some better enrollments at this point (some program enrollments have really improved), but keeping students and assisting in their success is crucial, morally and practically. We could see as much as a \$1.5M swing in revenues relative to retention. The two week period bracketing the first day of classes can include a lot of drops. We are working on growth opportunities, yet need to focus on the students that are here.

Trust: A key area of our collaborative work is Guided Pathways. The Summer Cohort retreat held this summer was vibrant, and tomorrow you'll be able to see those who are already involved wearing some special bling at the breakfast. There are good vibes here, with collaboration and ending silos. Everyone is in it together and the attitude is right. We are excited about this collaborative work. We've mentioned turnover in past meetings, and as great people leave for great opportunities for themselves, we see fresh motivated people come in, and we are excited about that.

A focus of the upcoming year is Accreditation. We were recently notified by NWCCU about a change to accreditation standards (from five to two), and an accelerated timeline (the first part now due March 15, 2020, and the final report in the spring of 2021). In the past year, accreditation has fallen to the charge of the College Council, co-led by Librarian Cheyenne Roduin and Institutional Research Director Dr. Jichul Kim. We will be migrating the Accreditation Liaison Officer (ALO) to Dr. Delaney. Dr. Stefanie McIrvine is now assuming the role of Associate Dean of Information Technology Programs, which frees up Dean Sarah Wakefield to be a lead writer for accreditation. Dr. McCarthy noted that accreditation is often used as an external motivator. But they are testing you against what you say you are going to do, and so the work is truly intrinsic. He also believes the new standards highlight what we already do. The standards really are student focused – is a student better off by attending the college? We have lots of work to do, but are more ahead of the game than many other colleges with our disaggregated data and strong completion. Reports are to be on-point, and identified

**Board of Trustees –Regular Board Meeting and Board Retreat
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in much fewer pages.

B. Budget Update

Vice President Rodriguez reported on the FY19 Final Report. We closed the year with \$484,869 more cash in the bank that we started with. This was the first time we've seen an increase in cash since fiscal year 2012. On our operating funds (including the State allocation, tuition, fees, Running Start, and enterprise accounts) we closed the year with a net surplus of \$157,282.

Vice President Rodriguez also reported on the FY20 July Report. Revenues in July were lower than they were last year in July. This is partially due to lower enrollment numbers and also due to additional revenues that we received last year through a one-time donation and Mechatronics program tuition. In July we are showing a net operating deficit, but this is typical for July due to the timing of enrollments. We will have a better picture of this year compared to previous years after the 10-day enrollment numbers for fall quarter are calculated.

II. BOARD RETREAT

1. BOARD GOVERNANCE

Dr. McCarthy welcomed Facilitator Emily Yim, Executive Director of the Washington Alliance for Better Schools, Board Chair Edmonds Community College, and Board member and former Chair, ACCT. We are pleased that Ms. Yim was able to join us to lead Board members through a development session on Board Governance.

Ms. Yim shared a presentation and included information relative to equity across the state and nation wide (ACCT Equity Action Agenda <https://www.acct.org/equity-action-agenda>) and SBCTC's Equity/Inclusion Statement. She also engaged the Board in working as a highly effective board: representing the common good, acting as a unit, setting policy direction, hiring and evaluation of the CEO, educating and advocating for the college, roles and responsibilities, and relationships with Boards and presidents. Dr. McCarthy and the Board thanked Ms. Yim for her time and valuable presentation.

2. 2018-19 BOARD SELF-EVALUATION

The Board reviewed and identified areas within their self-evaluation that need to be refined.

3. 2019-20 BOARD GOALS

A. Activities/Priorities/Study Sessions The Board established the following goals for 2019-20:

1. Use an equity lens to review policies
2. Develop an orientation program for onboarding new trustees, and
3. Campus awareness - being more informed and having courageous conversations.

Dr. McCarthy suggested having Board monitoring reports as recommendations are developed by

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Tenure Steering committee rather than continuing Tenure as a Board goal. It may be good to develop a Standard Operating Procedure (SOP) sub-committee to develop parameters and best practices of structure for board meetings. Trustees Takamura and Unti agreed to work together on this. Trustees Entenman and Page agreed to work on development of orientation plan for new board members. These committees should plan to complete this work during the first quarter of the academic year. Di Beers will share a draft Trustee Orientation outline, and be happy to assist. It was also suggested that a report out be added to the end of each board meeting, on progress of the meetings outcomes toward established board goals.

4. BOARD MEETING FORMAT DISCUSSION

Dr. McCarthy explained that this is to ensure that the format of the board meeting supports Board goals. The Board agreed that they would like to continue study sessions at least once per quarter.

- 5. PRESIDENT’S FY20 DRAFT GOALS** This item was moved to be included with the president’s annual review, in executive session. Dr. McCarthy’s established goals are: Collaborative Relationships, Equity, Finance and Growth, and Accreditation.

6. EXECUTIVE SESSION

At 3:02pm, Board Chair Takamura called for an Executive Session for twenty (20) minutes, to review the performance of a public employee. At 3:22pm, the Executive Session was extended for twenty (20) minutes. At 3:42pm, the Executive Session was further extended fifteen (15) minutes. The Board returned to regular session at 3:57pm.

7. EXECUTIVE SESSION ACTION

Following the return to regular session, the Board took the following action:

Trustee Page introduced a motion to approve the contract addendum to President McCarthy’s contract, extending the term through June 30, 2022. Trustee Palmer seconded, and the motion carried.

8. MEETINGS

The next regular meeting is scheduled October 16, 2019. Trustee Unti indicated that he is unable to attend that meeting.

9. ADJOURNMENT

There being no further business, it was moved by Board Chair Takamura to adjourn the Board of Trustees’ meeting and retreat at 4:03 pm. Motion carried.

FRIEDA TAKAMURA, Board Chair
Board of Trustees

KEVIN D. MCCARTHY, President
Renton Technical College

AGENDA ITEM: 3. COMMUNICATIONS

SUBJECT:

BOARD CONSIDERATION

X Information

Action

BACKGROUND:

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

RECOMMENDATION:

None.

BUSINESS OFFICE

The Business Office continues to work on financial aid disbursements for fall quarter. We have begun preliminary work for the FY21 budget development process. We have also begun work on generating the FY19 financial statements.

FOOD SERVICES

The Catering department revised their Fall Seasonal menu and updated the Catering Menu. This is now available to our guests on the website <https://www.rtc.edu/catering-menus>.

The culinary kitchen remodel was successfully completed and ready for the first day of class. A new utility wall, flooring and all the kitchen equipment was placed on casters to provide better access in cleaning and maintaining the kitchen operations. In addition, the fire suppression system was updated with a code compliant industry current system.

We welcomed all our Food Services employees back from Summer Holiday. We had zero turnover and greeted all staff members back to their positions. We conducted an all employee staff meeting to review the department unit goals and college strategic planning for this upcoming year.

Food prices were increased across the food service areas with a 5% increase. All menus, signage and POS registers were updated prior to the first day of Fall quarter.

FACILITIES & CAPITAL

Previous biennium minor capital repair projects – All projects for the previous biennium have been completed as of this date. Projects include:

Building J roof replacement – Installation of a new metal standing-seam roof. Completed in December 2018. Repairs from the winter's storm and punch list items completed last month.
Update: Awaiting manufacturer's roof warranty before closing out.

Current capital unexpected repair funded (URF) projects:

Campus exterior lighting upgrade – The college is pursuing replacement of wireless lighting controls for exterior lights that were installed several years ago but proved to be unreliable and erratic. The manufacturer has pledged to supply upgraded equipment at no charge and the college will have these installed to improve the performance of the wireless system. Installation to be funded under the state RMI Capital budget allocation. Parts have gone into production.
Update: Final shipment of parts have just arrived and pre-installation meeting with an electrical contractor being scheduled.

Building I antennae mount – Cell phone repeater and associated antennae is being moved from Building J to Building I in order to improve connectivity. A building permit is required by City of Renton, including structural engineering calculations. An architect has been selected and is submitting a fee proposal. Electrical permit issued and received. **Update:** Permit issued and contractor has completed the installation.

Minor capital program projects for current biennium (2019-2021) – Projects have been selected by the college and application to the state for funding has been submitted for the following projects to be constructed this biennium:

- Building A T.I.G. welding room expansion - (Summer 2019) – Land use application has been granted and submitting for building permits shortly.
- Multi-Cultural Center in building H - (Summer 2020)
- Building H 102, 103, 104 assembly room upgrades - (Summer 2020)
- Campus irrigation system repairs - (Summer 2020)
- Campus fire alarm upgrades - (Summer 2020)

Minor capital repair projects for next biennium (2019-2021):

- Campus Center food service utility wall replacement – (Summer 2019) – Currently in construction with completion scheduled for September 20th.
- Campus Center building chiller replacement – (Winter 2019) **Update:** Due to a compressor failure, college had the compressor replaced as an emergency project, making replacement of the full chiller unnecessary. Chiller is running well at this time.
- Welding exhaust system replacement - (Summer 2020) – In planning
- Fire alarm upgrades campus wide (phase 2) – (Summer 2020)
- Repair hollow metal doors and window frames, campus - (Summer, 2020)

Minor capital repair projects for subsequent biennium (2021-2023):

The Facilities Condition Survey was completed with the SBCTC chief architect. A list of candidate repair projects was compiled for submission and consideration for funding through the state capital funding process. Projects include a new Roof for the Annex, Stucco repairs to various campus buildings, and replacement of failed windows in C building.

Maintenance/Grounds/Custodial staffing report - Maintenance, grounds, and custodial has three new hires, two resignations, and two open positions.

New hires: Facilities Specialist, Grounds Lead, Custodial Supervisor

Resignations: Grounds Worker, Facilities Specialist

Open positions: Facilities Specialist, Grounds Worker

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

AFT	Effective Date	Position	Department
- Hires			
Demaggio, Michael	9/3/2019	Facilities Specialist	Facilities
-Separations			
Finnerty, Robert	9/13/2019	Grounds Worker	Facilities / Grounds
Vikhnovskiy, Oleg	9/13/2019	Facilities Specialist	Facilities / Grounds
WFSE	Effective Date	Position	Department
- Hires			
DeWitt, Susan	9/23/2019	AA5 / WTED (Change in position)	WTED
-Separations			
Dewitt, Susan	9/22/2019	Enrollment Services Specialist	Enrollment Services
John, Kristina	9/13/2019	AA5 / WTED	WTED
Prof Tech	Effective Date	Position	Department
-Hires			
Steinke, Emily	9/16/2019	Library Coordinator	Library
-Separations			
None			
Exempt / Administrative	Effective Date	Position	Department
- Hires			
Marshak, Sofia	9/3/2019	Associate Dean of College & Career Pathways	College & Career Pathways
Weldu, Rahel	9/16/2019	Financial Aid Director	Financial Aid
-Separations			
Hackete, Marisa	9/5/2019	Director of Disability Resources	Student Services
RFT	Effective Date	Position	Department
- Hires			
Abbott, Gabrielle	9/13/2019	Anesthesia Technology / Full-time Faculty/ Tenure Track	Allied Health
Barquet, Aaron	9/13/2019	Basic Studies / Full-time Faculty / Tenure Track	College & Career Pathways
Brann, Sam	9/16/2019	ESL / Adjunct Faculty	College & Career Pathways
Burdick, Jean	9/13/2019	C N A / Adjunct Faculty	Allied Health

Burnham, Susan	9/17/2019	LPN / Adjunct Faculty	Allied Health
Holt, Matthew	9/23/2019	Basic Studies / Adjunct Faculty	College & Career Pathways
Hueffed, Joseph	9/16/2019	BAS Program / Adjunct Faculty	BAS
Lee, Bradley	9/13/2019	LPN / Full-time Faculty / Tenure Track	Allied Health
Lewark, Dan	9/9/2019	Culinary Arts / Full-time Faculty	Culinary Arts
McWiggins, Mark	9/1/2019	BAS Program / Adjunct Faculty	BAS
Ray, James	9/13/2019	Survey Engineering / Adjunct Faculty	WTED
Scharlau, TJ	9/23/2019	BAS Program / Adjunct Faculty	BAS
Smith, Shannon	9/23/2019	Basic Studies / Adjunct Faculty	College & Career Pathways
St. John, Michael	9/13/2019	BAS Program / Adjunct Faculty	BAS
Tran, Van	9/23/2019	General Education / Adjunct Faculty	General Education & Transfer
Uryash, David	9/13/2019	Automotive Technology / Full-time Faculty / Tenure Track	Automotive
Westling, Sarah	9/13/2019	Early Childhood / Adjunct Faculty	Early Childhood Careers
-Separations			
Johnson, Dane	9/10/2019	General Education	General Education & Transfer
Shurtleff, Alison	9/6/2019	LPN	Allied Health

	Monthly Total Hires	% of Diverse Hires YTD
Full time	10	43%
Part time	12	13%



College Technology Services – Information Technology Report
Renton Technical College Board of Trustees
October 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.

Focus over the last month has been placed on ensuring a successful start of the fall quarter as we welcome them to campus.

INFRASTRUCTURE PROJECTS IN PROGRESS AND COMPLETED

- System Security – Remediation continues
- IP Sub-netting – Changing IP scheme to align with SBCTC assigned IP addresses – In Progress

TECHNOLOGIES IMPLEMENTED AND COMPLETED PROJECTS

- Foundation Website Development -New Foundation Website Completed 09/14/2019 – foundation.rtc.edu
- New Badging System – Security is issuing badges with secure door access

COST SAVINGS INITIATIVES IN PROGRESS – No New Updates

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

PROJECTS IN PROCESS

- AIM – Disability Resources – Tracking System Replacement – In process
- Adobe eSign – In Progress –Travel Documents, Purchasing Documents
- ctcLink – Statewide (ERP) - Project Timeline 2021 – Steering Committee Selected
- Microsoft Office 2016 – Installation across campus – In progress – 95% complete
- Website Phase III – Drupal Platform Upgrade – Initiation Phase
- Intranet/SharePoint Site – Working on Structure – Re-design and data migration in Progress
- Network Penetration Scan – Scan for Security Vulnerabilities – obtaining quotes from vendors
- 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
- File Server – File Structure Rebuild – Planning in progress
- Administrative Domain Remediation – In progress
- NUAf – New User Authorization Form – Redesigning new form – Add Change Terminate (ACT) form
- Single Sign on – CANVAS – Active Directory Integration – Developing Communication Plan
- Server Room – Hardware Consolidation – Ongoing
- Accessibility Document Remediation and Education - ONGOING
- IT Written Policies – ON GOING
- Develop a catalog of services and Service Level Agreements
- Domain functional level upgrade – 2012
- Backup Infrastructure – Policy, Procedure, Offsite Backups
- Business Continuity / Disaster Recovery – Technology

- Wireless upgrades and remediation – Improve Coverage

UPCOMING PROJECTS

- IT Written Policies
- Develop a catalog of services and Service Level Agreements
- Domain functional level upgrade – 2012
- Disk Encryption – Laptops/Workstations
- Projector Replacements – ON HOLD – Pending funding
- Cafeteria Speaker Upgrade – 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
- VDI – Virtual Desktop cost reduction – Project plan development – On Hold

Communications and Marketing and Institutional Research
Renton Technical College Board of Trustees
October 8, 2019

MARKETING/OUTREACH

Executive Director Hedland Hansen has overseen the implementation of a Strategic Enrollment Action Team to strengthen collaboration between Marketing, Student Services, Outreach, and Instruction to set quarterly recruitment priorities and follow-up. This is designed to be a tactical team focused on immediate needs and processes, while Strategic Enrollment Management focuses on future goals. SEM Work groups around program areas will work this year to address issues such as strengths, weaknesses, and opportunities; how to remove barriers to reach and retain more students; and program options and scheduling so the college can meet its enrollment goals. A SEM Plan will be developed by the end of the academic year to guide the college through the next five years.

Campaigns are underway to spread the word about the Winter Cohort of the RN Program during the short application window and preparing to market other Winter enrollment opportunities in preparation for Registration.

Marketing campaigns over the last month generated 348 leads, including form submissions, emails, and phone calls.

SOCIAL MEDIA HIGHLIGHTS

September highlights:

- Total impressions increased by 27%, and engagement increased by more than 10 %.
- Total followers grew by 1 %, including a 5% increase on Instagram.
- The photo booth set by Evyson Beasley at the fall kickoff was a hit, with lots of RTC staff and faculty sharing their pictures on Facebook and Instagram. We hope to incorporate this type of self-serve photo fun at other big campus events.

NEWS AND WEB

As part of our ongoing effort to tell stories of student success and raise the profile of the college, stories posted on the RTC website and shared include:

[Lactation Room opens for students and employees](#)

[Students learn cutting-edge tech with robotic welder](#)

[CHIPS wins grant from RealNetworks Foundation](#)

PUBLICATIONS

Communications and Marketing created the 16-page Legacy Brochure for the Foundation and an updated business card template.

All recruiting brochures are being updated for publication later this fall.

STAFF NEWS

Executive Director Hedland Hansen facilitated a session on developing Bias Incident Response Teams at the Fall meeting of the Public Information Commission.

INSTITUTIONAL RESEARCH

The Office of Institutional Research (IR) has continued its efforts in September to increase effectiveness and efficiency throughout the College by supporting programs, units, cabinet, and councils for their data informed decision making for student success.

- The Director of IR participated in the Faculty In-Service Day presentation on Teaching with Intent and supported faculty to complete their annual learning outcomes assessment/reflection report during the faculty activity session. In the presentation, the Director presented on assessment progress and preparation for NWCCU Year Seven Accreditation visit in 2021. With collaboration of the Instruction group and Assessment Committee, IR has supported faculty to create a built-in Canvas program shell which includes learning outcomes alignments among program/course/college level, student achievement outcomes including retention rate, persistence rate, transition rate, completion rate, and career placement/outcomes using Tableau dashboard by program and subgroup (i.e. students of color, veteran, and Pell-recipient). In the program shell, there are also communication platform and tools to communicate and share the outcomes with students. Now, once the faculty submit their learning outcomes reflection/assessment using Qualtrics through the program shell in Canvas, it completes the annual learning outcomes report and cycle.
- IR supported the Office of the President to submit an application for Achieving the Dream 2019 Leader College. RTC will compete with other colleges in the Achieving the Dream network to be recognized as one of the exemplary colleges for ensuring student success. In the application, RTC provided trends data of persistence rate overall and subgroups including persistence rate between veteran students vs. non-veteran students, first-generation students vs. non-first-generation students, and Pell status students vs. non-Pell recipient status students. One of the highlights in the application is that from fall 2014 cohort to fall 2017 cohort RTC has maintained its fall-to-fall persistence rate consistently above 72%. Ranging from 72% to 76%, the persistence rate has improved especially between Fall 2014 cohort and Fall 2016 cohort.
- To improve retention and enrollment services IR created two dashboards. One is on enhanced credit analytics and time series FTE and the other is on FAFSA application pipeline.

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

This month, we follow up on the culinary report from September in a clip featuring our two Chef instructors and a group of students. We also highlight the new intake process for our College and Career Pathways program. Finally, we share about a wonderful grant that the College received from Real Networks that supports our CHIPs (Computer Help & Information Protection Support) program.

Click this link to view the videos <http://bit.ly/32enJ4g>.



A. EDUCATIONAL SUPPORT SERVICES

The RTC Veterans policy manual and webpage has been revised to further streamline and improve all aspects of RTC's Veterans Services intake and retention processes. The manual will be continuously updated, along with our RTC Veterans webpage to increase administrative efficiencies, train existing and future work-study, full-time staff, and Veteran navigators during the hiring process. The Testing Center is hosting an ACCUPLACER mini-conference this month that will include a brief tour with Keith Henry, Senior Assessment Manager for ACCUPLACER, and cover topics regarding direct-self placement and multiple measures. Other CTC testing staff, as well as local school district counselors were invited. Additionally, the Testing Center is working towards certification with the National College Testing Association for national certification, which will support efforts for bringing on additional tests we can administer for in our center.

B. ENROLLMENT SERVICES

The office is working with Financial Aid to ensure better alignment with processes that affect each other's departments. This will have positive impact for improved inter-departmental communication, as well as communication with students. It has been an exciting start to fall quarter as new staff are steadily growing in their expertise, which has come along very well.

C. FINANCIAL AID

The Financial Aid office is undergoing review of their business processes, under the leadership of its new director, Rahel Weldu, in order to maximize efficiencies and create customer services improvements. This will include migrating from manual to automated processes, as well as working closely with other departments for alignment.

D. CAMPUS SECURITY

The RTC radio repeater has been relocated. This has resulted in a vast improvement in coverage and reception across campus and off-campus. The 2018 Annual Security Report has been disseminated and crime statistics have been submitted to the Department of Education, as is required. The security officers are participating in a 5-day training academy hosted by the University of Washington Police Department.

E. STUDENT SUCCESS SERVICES

Dean Aaron Reader facilitated workshops for faculty regarding the student conduct process, behavioral intervention, and bias response, with Lesley Hogan joining to discuss Title IX reporting. An enhanced webpage with reporting options and instructions will be released this quarter. Guided Pathways work continues, with shifts in College Success 101 aligned to Areas of Study, along with curricular revisions that Liz Falconer has been instrumental in making. We also anticipate selecting a new Guided Pathways Project Co-Coordinator from Student Services this quarter.

RTC Foundation Report
Renton Technical College Board of Trustees
October 16, 2019

NEW FOUNDATION WEBSITE

The new website www.foundation.rtc.edu went live on Sept. 13th! This will give the Foundation a stronger web presence and platform to highlight initiatives, events, and inspiring stories about the students we support.

EMERGENCY GRANTS

Teresa continues to do a stellar job with student intake for the emergency grants and the Book & Equipment Support grant. Fall quarter is historically the highest number of applicants for these grants.

WINTER AND SPRING SCHOLARSHIP CYCLE

The Foundation has moved to combine winter and spring quarters for scholarship applications. Teresa and Carrie worked with Financial Aid to make changes and with Award Spring, the software provider to update the application process. This will eliminate the January scholarship cycle.

DEVELOPMENT

Legacy Circle – The first Legacy Circle dinner occurred Sept. 20th as a dinner cruise from Southport. An 82' yacht was donated for the event. The new Legacy Circle brochure was completed and attendees to the dinner cruise have received follow up and an invitation to meet with Kevin McCarthy and Carrie to discuss Legacy giving options.

Grants – The Foundation is coordinating a proposal for the new State Emergency Assistance Grant. The proposal will focus on expanding the Foundation's emergency grants and support of Elijah's Pantry in the LRCC.

The YMCA is looking for an education partner to better serve their young adults. Carrie, Anthony Covington and Gerald Bradford met with CEO Jeff Rainey, and Executive Director Mark Putman to discuss collaboration. Carrie sees YMCA as a potential partner for the Kresge Boost grant which will come up in June 2020. The Gene Haas Foundation awarded the RTCF \$10,000 to support scholarships in machining and manufacturing programs. Bravo to Batholomew Kimani, and newest faculty Board member, who secured the donation.

EVENTS

Sponsorships development has begun for the 2020 Student Success Breakfast. SAVE the Date for the Jan. 28th Celebrity Chef Dinner with NYC Chef Angie Mar owner of the famed Beatrice Inn in Manhattan. This year will include a larger meet & greet event to commemorate Chef Mar's new cookbook Butcher + Beast.

Art work and a wall plaque are being developed for the Andee Jorgensen Dedication ceremony of the Student Success Center. Staff from the Foundation and Communications & Marketing have been collaborating on event planning:

- **Tuesday, Oct. 1** – Candidates Forum for Renton Mayor and City Council. 6:30 p.m. RTC Cafeteria. Sponsored by Renton Chamber of Commerce, Sound Publishing and RTC. 150 attended!
- **Wednesday, Oct. 16** – Nishiwaki Sister City reception and campus tour, 1:00 – 4:00 p.m. It is the 50th Anniversary of the City Sister relationship with Renton. Donor supported.
- **Tuesday, Nov. 5** – Dedication Ceremony for Andee Jorgensen Student Success Center, 4:00 p.m. refreshments in Culinaire Room after dedication ceremony.

AGENDA ITEM: 4. ACTION ITEMS

SUBJECT:

BOARD CONSIDERATION	
	Information
X	Action

BACKGROUND:

A. ACT Transforming Lives – Student Award Selection

Following review of five (5) student applications for this award, Board Chair Takamura will present recommendations by Trustees Palmer and Unti to fellow Trustees for a vote.

B. 2019 SCTCT System Vision Statement

The Board of Trustees will take action to affirm their commitment to the following Vision Statement.

RECOMMENDATION:

None.



2019 SBCTC SYSTEM VISION STATEMENT

September 25, 2019

On June 27, 2019, the governor-appointed Washington State Board for Community and Technical Colleges unanimously approved the following vision statement:

“Leading with racial equity, our colleges maximize student potential and transform lives within a culture of belonging that advances racial, social, and economic justice in service to our diverse communities.”

The vision statement is meant to inspire us, to challenge us, and to capture the heart of our mission so well that we are restless to improve. It also answers a fundamental question: What do we hope to achieve for our students and the world they create?

Statement of Intent

From 2006 to 2019: An Evolving Vision

Our college system’s last vision statement dates back to 2006, a time when our nation was on the brink of the Great Recession. The statement focused on raising the prosperity of individuals, communities and our economy. However, it was silent in recognizing that we can only achieve those goals by improving outcomes for our diverse student population.

This 2019 vision statement grew from months of data analysis and facilitated conversations among State Board members and with a system-wide Equity Vision Work Group. The work group was made up of representatives from the State Board, trustees, presidents, students, faculty and college diversity and equity officers. Also participating on the work group were State Board staff who serve on the agency’s Diversity, Equity and Inclusion Committee.

This document records the thought process behind the wording of the 2019 vision statement so the intent remains clear as leaders change and colleges create local plans to support the state-wide vision.

Words Matter: A Phrase-by-Phrase Analysis of This Vision Statement

Leading with racial equity...

This vision statement immediately focuses on racial equity, which raises an important question: Why start with race? The answer: To provide an excellent education for all our students, we must remove the institutional barriers that weigh down students of color, who make up 45 percent of our student population.

SBCTC research shows students of color are less likely to be retained through completion. This is not because of a lack of talent, ambition or work ethic on the part of students, but because of racist and discriminatory practices that have funneled away opportunity and income over generations.

Throughout our history, institutional racism blocked people of color from getting well-paying jobs, buying houses and pursuing education. Families of color have been less able to save, become economically stable, and accumulate wealth to pass onto future generations. Students of color are living with disadvantages that are deeply rooted in discriminatory practices, many intentional and others created through privilege or unconscious bias.

Any system produces what it is designed to produce. Our community and technical colleges are producing white graduates at a higher rate than graduates of color. The answer lies not in “fixing” students, but changing our institutions to better serve students of color.

While history may have created inequalities in systems long before we were born, we are all part of the system now and it’s our job to change it.

The destiny of our students is linked. The strategies that produce racial equity for students of color also work for other students, creating an invigorated campus community and better educational outcomes overall.

“Leading with race is very intentional in this statement. Other things will follow, but if we don’t start here, everything else will be watered down.” — Work group member

“Many of us were raised not to see race, but when we do that, we actually do more harm to students of color.” — Work group member

...our colleges maximize student potential and transform lives...

“Potential” means several things: students’ earning potential, potential to participate in communities and our nation’s democracy, and potential to see their own vast capabilities. This phrase also recognizes that our colleges transform lives with students, family members, community members, and employers alike.

...within a culture of belonging...

Students thrive where they feel they belong. This section challenges colleges to create a culture where all students and educators feel welcomed, valued and acknowledged. Colleges should hire more employees of color so students see themselves reflected in those around them. Staff of all races should understand racial equity and translate it into effective practice.

“We need to change the culture of our organizations, so our responsibility is beyond shedding light on the students and instead look at their entire experience, like an ecosystem.” — Work group member

...that advances racial, social and economic justice in service to our diverse communities.

This final phrase answers one of the work group’s biggest questions: To what end are we helping students achieve their maximum potential? Certainly, it’s to elevate students, communities and our economy, but it’s also to turn all students into standard-bearers for racial, social and economic justice within their own diverse communities, leading the way for others.

“We aspire to create not just a skilled nurse, but a socially just and socially responsible nurse.” — Work group member

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

SUBJECT:

BOARD CONSIDERATION

X Information

Action

BACKGROUND:

A. Area of Study Presentation: Business Management

Dean Sarah Wakefield will present on the Business Management Area of study. The Business Management programs are designed to give students skills and experience in the highly competitive fields of business support, management, and entrepreneurship. From accounting, to legal assistant, to construction management, these programs give students the theoretical tools and the practical experience to advance in their current jobs or to enter a new career.

B. Veterans Services Presentation

Mr. Wade Parrott, Manager Veteran's Services will provide an overview of the Veterans Services unit goals and streamlined new student intake processes. Information relative to enrollment trends, current and upcoming retention efforts, as well as outreach initiatives and community support will also be shared.

C. President

President McCarthy will provide a report to the Board, subsequent to the September 18, 2019 Board meeting.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
October 16, 2019

AGENDA ITEM: 5. DISCUSSION/REPORTS

SUBJECT: ADMINISTRATION/FINANCE

BOARD CONSIDERATION

X Information

Action

BACKGROUND

D. Monthly Finance Report

Vice President Rodriguez will provide an update to Trustees on the monthly operating reports for August, 2019.

RECOMMENDATION:

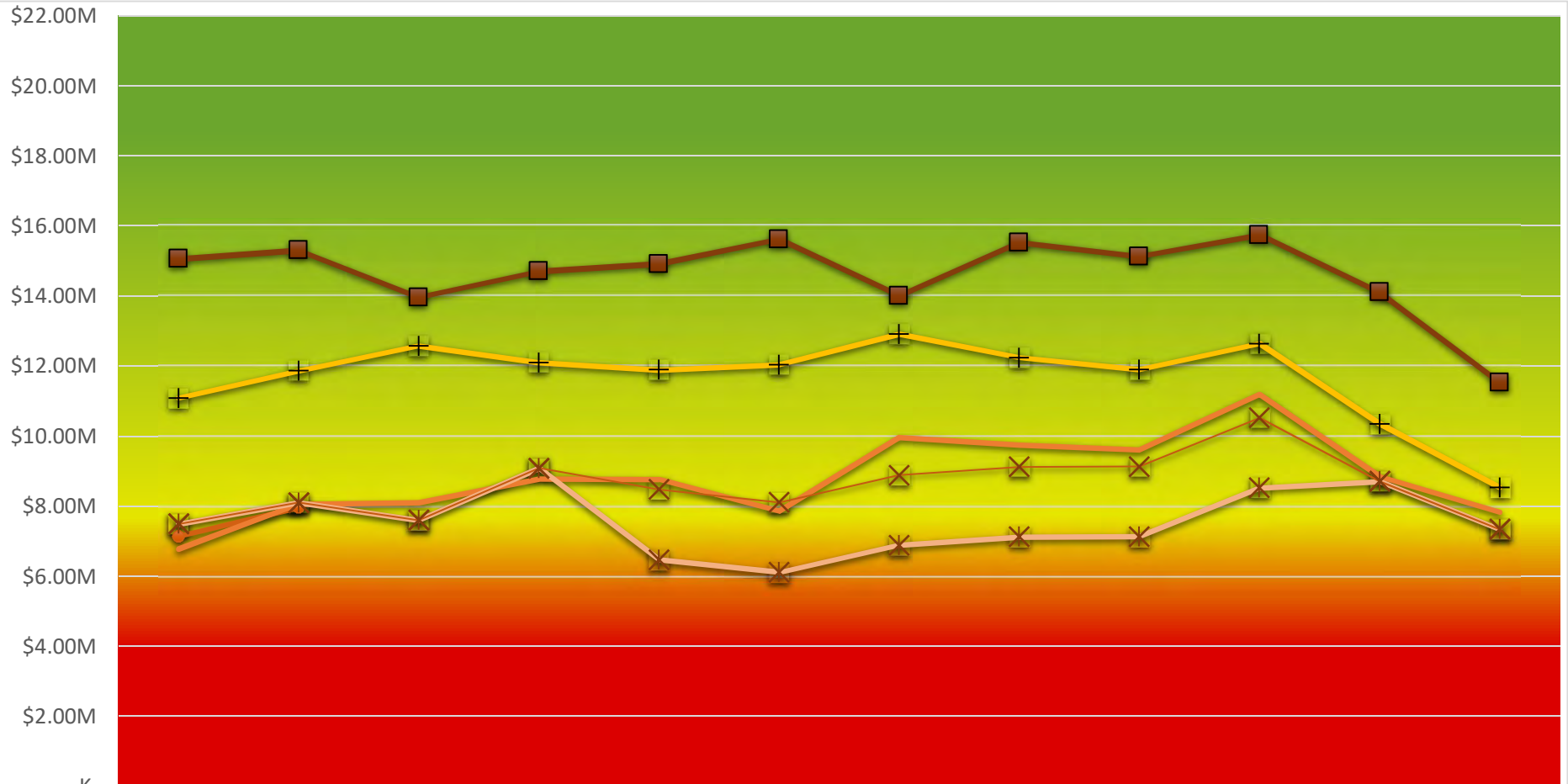
None.

RENTON TECHNICAL COLLEGE
MONTHLY OPERATIONS REPORT
FISCAL 2019-20
For the Month of August 2019

	August 2019 - Actual	Year to Date - August 2019 - Actual	Year to Date - August 2019 - Budgeted	Budget Variance - Favorable (Unfavorable)
Beginning Cash Balance	\$ 3,965,956	\$ 4,646,822		
Add - Revenues:				
Tuition & Fees - Funds 060 148 149 561	\$ 866,645	\$ 1,473,515	\$ 1,629,255	\$ (155,740)
Grants and Contracts	\$ 245,846	\$ 335,887	\$ 424,080	\$ (88,192)
Student Government	\$ 56,751	\$ 108,678	\$ 114,196	\$ (5,518)
Bookstore	\$ 11,041	\$ 11,174	\$ -	\$ 11,174
Security/Parking	\$ 43,622	\$ 80,142	\$ 833	\$ 79,309
Culinary Arts - Food Services	\$ 93,840	\$ 174,681	\$ 228,542	\$ (53,861)
Interest Income	\$ 5,488	\$ 11,099	\$ -	\$ 11,099
Rental Income - Excluding Catering	\$ 13,520	\$ 39,510	\$ -	\$ 39,510
Scholarship and Student Loan Funds Received	\$ 715,564	\$ 788,589	\$ -	\$ 788,589
Net Operating Revenues	\$ 2,052,317	\$ 3,023,276	\$ 2,396,906	\$ 626,370
Add - State Allocation - Payroll & Benefits	\$ 1,465,255	\$ 3,142,799	\$ -	
State Allocation - VPA Expenses	\$ 131,591	\$ 214,349	\$ -	
Capital Allocation	\$ 990	\$ 990	\$ -	
Total State Funding (1)	\$ 1,597,836	\$ 3,358,137	\$ 3,790,153	\$ (432,015)
Total Revenues	\$ 3,650,153	\$ 6,381,413	\$ 6,187,058	\$ 194,355
Less - Expenses:				
Salaries - A	\$ 1,330,243	\$ 2,826,449	\$ 3,739,955	\$ 913,506
Benefits - B	\$ 514,552	\$ 1,006,617	\$ 1,230,672	\$ 224,055
Goods and Other Services- E	\$ 314,079	\$ 532,354	\$ 1,068,156	\$ 535,802
Cost of Goods Sold - F	\$ 38,490	\$ 72,873	\$ 52,500	\$ (20,373)
Travel - G	\$ 11,587	\$ 16,397	\$ 38,750	\$ 22,353
Equipment - J	\$ 91,409	\$ 94,536	\$ 48,117	\$ (46,419)
Computer Equipment - K	\$ 407	\$ 407	\$ 333	\$ (74)
Financial Aid - N	\$ 392,020	\$ 1,124,400	\$ 19,239	\$ (1,105,162)
Bad Debt - W	\$ 1,841	\$ 1,912	\$ -	\$ (1,912)
Total Expenses	\$ 2,694,629	\$ 5,675,945	\$ 6,197,721	\$ 521,776
Net Operating Surplus (Deficit)	\$ 955,525	\$ 705,468	\$ (10,662)	\$ 716,131
Other Sources (Applications) of Cash:				
Changes in Petty Cash; Accts. Receivable & Accts. Payable; Inventory	\$ (5,189)	\$ (421,694)		
Decrease/ (Increase) in Investments & Bond Amortization	\$ (4,597)	\$ (9,346)		
Payment of Bldg. & Innovation Fee to State	\$ (126,907)	\$ (136,462)		
Total Other Sources (Applications) of Cash	\$ (136,692)	\$ (567,502)		
Ending Cash Balance	\$ 4,784,789	\$ 4,784,789		
Add College Reserves:				
Local Government Investment Pool (LGIP)	\$ 971,631	\$ 971,631		
Investment Bonds held in trust by US Bank	\$ 2,201,673	\$ 2,201,673		
Total Reserves	\$ 3,173,305	\$ 3,173,305		
Total Cash and College Reserves	\$ 7,958,093	\$ 7,958,093		
Total Current State Allocation	Actual % 100.0%	Actual YTD \$ 22,440,100	Budgeted YTD \$ 22,417,016	Budgeted % 100.0%
Allocation Used - Year to Date	15.0%	\$ 3,357,147	\$ 3,736,169	16.7%
Remaining State Allocation	85.0%	\$ 19,082,953	\$ 18,680,847	83.3%

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

RTC Month End Cash and Reserves Balances - FYR 1516 to 1920

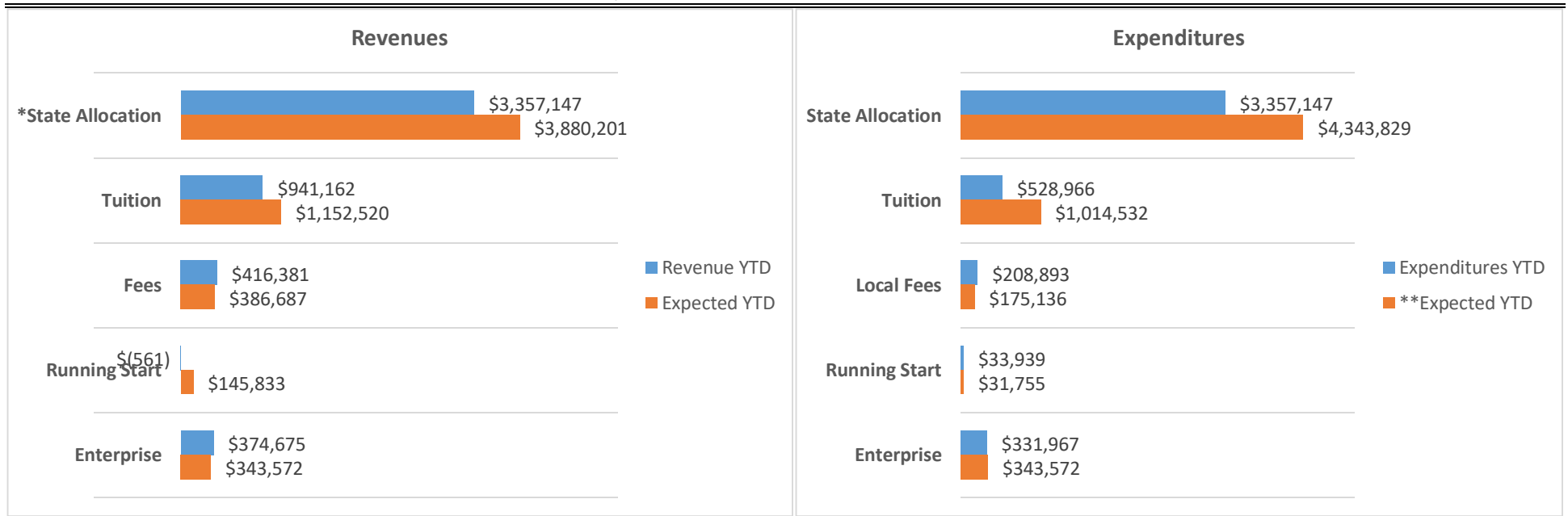


August FY20 Operating Revenue and Expenditure Report

Revenues	Forecast	Revenue YTD	Expected YTD	Balance	% Rev YTD	Notes:	% FYR:	16.7%
*State Allocation	\$ 23,281,204	\$ 3,357,147	\$ 3,880,201	\$ 19,924,057	14.4%	*Allocation #3 - Includes capital for operations.		
Tuition	\$ 6,915,119	\$ 941,162	\$ 1,152,520	\$ 5,973,957	13.6%			
Fees	\$ 2,320,120	\$ 416,381	\$ 386,687	\$ 1,903,739	17.9%			
Running Start	\$ 875,000	\$ (561)	\$ 145,833	\$ 875,561	-0.1%			
Enterprise	\$ 2,061,429	\$ 374,675	\$ 343,572	\$ 1,686,754	18.2%			
Total:	\$ 35,452,872	\$ 5,088,805	\$ 5,908,812	\$ 30,364,067	14.4%			

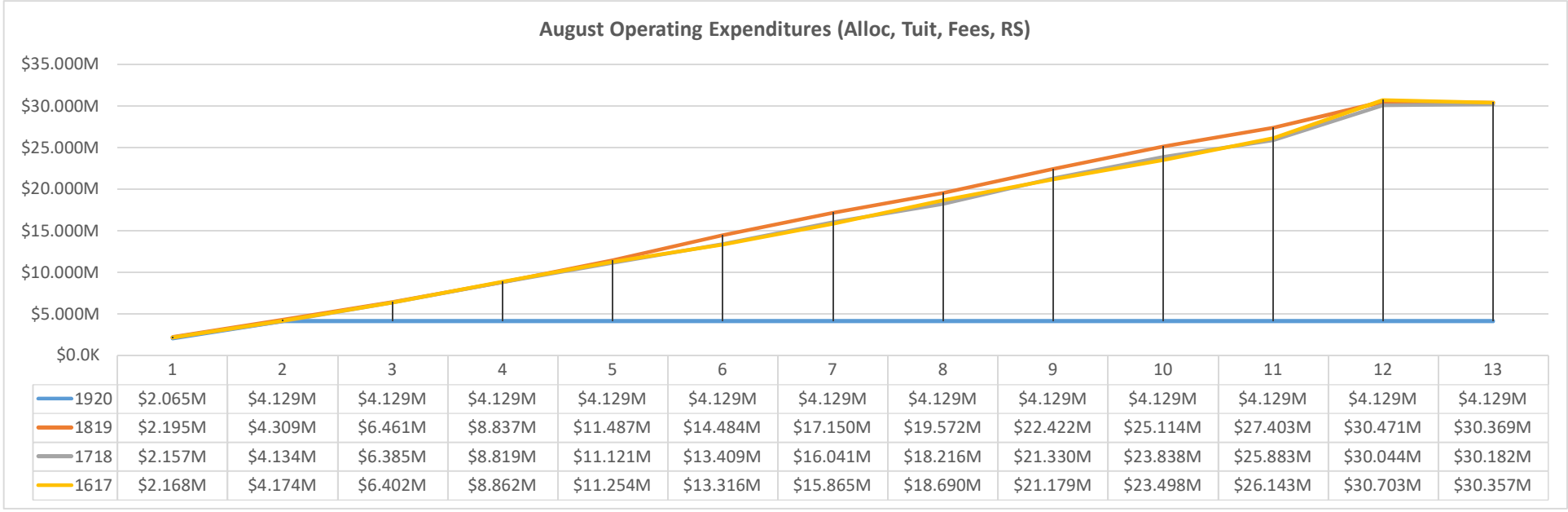
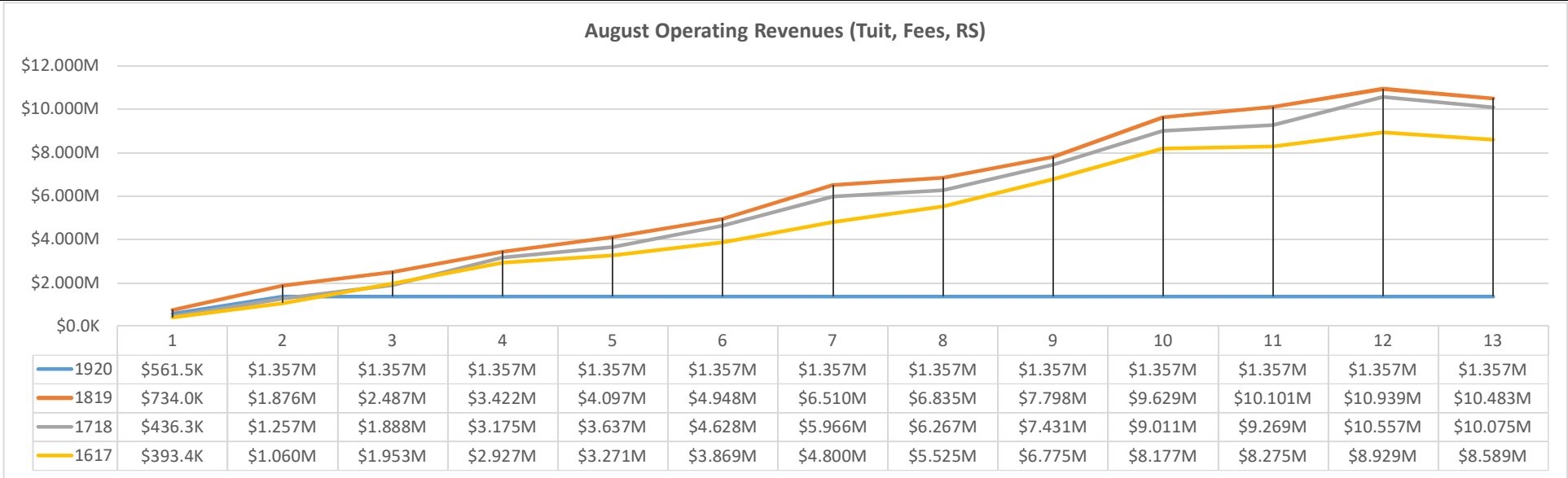
Expenditures	Budget	Expenditures YTD	**Expected YTD	Balance	% Exp/Bdgt	
State Allocation	\$ 26,062,973	\$ 3,357,147	\$ 4,343,829	\$ 22,705,826	12.9%	
Tuition	\$ 6,087,190	\$ 528,966	\$ 1,014,532	\$ 5,558,224	8.7%	
Local Fees	\$ 1,050,817	\$ 208,893	\$ 175,136	\$ 841,924	19.9%	
Running Start	\$ 190,528	\$ 33,939	\$ 31,755	\$ 156,589	17.8%	
Enterprise	\$ 2,061,429	\$ 331,967	\$ 343,572	\$ 1,729,462	16.1%	
Total:	\$ 35,452,937	\$ 4,460,912	\$ 5,908,823	\$ 30,992,025	12.6%	**Expected YTD based on even 12-month budgeted dist

Net: \$ 627,892



August

FY20 Operating Revenue and Expenditure Report



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

SUBJECT: **A. Board of Trustees**

BOARD CONSIDERATION

X Information

Action

BACKGROUND

A. Board of Trustees Scholarships

1. The Transforming Lives annual scholarship awards \$250 to RTC's selected student honoree, moving to the ACT State competition level. Each Board members contributes \$50 toward this scholarship.
2. The General Board Scholarship is funded by annual contributions per Board member, in the minimum amount of \$500. The Trustee's scholarship is awarded to one student for \$1,000 based on merit and leadership, and is awarded in winter and spring quarters.

If you have not already made your annual contribution(s), your donation can conveniently be made via this link: <http://rtc.edu/scholarship-donation> or by personal check.

B. RTC Liaison Reports

- 1) RTC Foundation Liaison – Trustee Page will provide an update from the RTC Foundation.
- 2) Advisory Committee Liaison – Trustee Palmer will not be in attendance at this meeting.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
October 16, 2019

AGENDA ITEM: 7. MEETINGS

SUBJECT:

BACKGROUND:

The next regularly scheduled meeting of the Board of Trustees will be November 13, 2019.

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

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
October 16, 2019

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
October 16, 2019

AGENDA ITEM: 9. EXECUTIVE SESSION

SUBJECT: A. Action

BOARD CONSIDERATION

Information

X Action

BACKGROUND:

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
October 16, 2019

AGENDA ITEM:

10. ADJOURNMENT

SUBJECT:

BOARD CONSIDERATION

Information

X Action

BACKGROUND:

RECOMMENDATION:

Motion required.