

<u>Agenda Item/Subject</u>	<u>Information/Action/Presenter</u>
SPECIAL MEETING:	Board Room - 2:15 P.M.
1. EXECUTIVE SESSION	
A. An Executive Session will be called to review the performance of a public employee, in accordance with the Open Public Meetings Act (RCW 42.30).	
B. Announcement of time Executive Session will conclude.	
REGULAR MEETING:	Culinaire Room - 3:00 P.M.
1. CALL TO ORDER	
A. Notation of Quorum	
B. Flag Salute	
2. ADOPTION OF MINUTES	ACTION
A. November 13, 2019 Regular Meeting	
3. ACTION ITEMS	ACTION
A. Public Comments from the Audience	
B. Faculty Tenure and Advancements	
1) Faculty Advancements Second to Third Year	
4. COMMUNICATIONS	Information
A. General Information/Introductions	
B. Correspondence	
C. Student Leadership	
D. Renton Federation of Teachers	
E. Written Communication Reports	
5. DISCUSSION/REPORTS	
A. ctcLink Update Presentation	CIO Corigliano
B. President	Dr. McCarthy
Goals: Collaborative Relationships Equity Finance & Growth Accreditation	
C. Administration/Finance	
1) Monthly Finance Reports	Vice President Rodriguez

6. BOARD OF TRUSTEES

- A. Possible Joint Board Meeting RTC/Puget Sound ESD (May '20) Dr. McCarthy
- B. Mid-Year Board Retreat Board Chair Takamura
- C. Board Liaison Reports
 - 2) RTC Foundation Trustee Page
 - 3) RTC Advisory Board Trustee Palmer

7. MEETINGS

Information

- A. January 15, 2020 – 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:

- 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
December 11, 2019

AGENDA ITEM: **1. EXECUTIVE SESSION**

SUBJECT:

BOARD CONSIDERATION

X Information

Action

BACKGROUND:

- A.** An Executive Session will be called to review the performance of a public employee, in accordance with the Open Public Meetings Act (RCW 42.30).
- B.** Announcement of time Executive Session will conclude.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
December 11, 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
December 11, 2019

AGENDA ITEM: 2. ADOPTION OF MINUTES

SUBJECT:

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

- A.** The meeting minutes from November 13, 2019 regular meeting are attached for approval by the Board of Trustees.

RECOMMENDATION:

Approval as presented.



Board of Trustees – Regular Board Meeting
Roberts Campus Center, Board Room I-202

November 13, 2019
3:00 P.M.

MEETING MINUTES

1. CALL TO ORDER

The meeting was called to order at 3:00 p.m. by Board Chair Frieda Takamura. A notation of quorum was made, and Trustee Page led the flag salute. Trustee Entenman was absent from the meeting.

2. ADOPTION OF MINUTES

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

October 16, 2019 - Regular Meeting

Trustee Palmer introduced a motion to approve the meeting minutes for the regular meeting held on October 16, 2019 as presented. Trustee Page seconded, and the motion carried.

3. COMMUNICATIONS

- A. General Information/Introductions** Vice President Gilmore English introduced Jake Swanke, Director of Disability Resources. Mr. Swanke has been working in disability services as a direct practitioner for about 10 years, providing accommodations and access support to students. He most recently comes to us from the UW, but also worked at WSU and WWU. Vice President Hogan introduced Sidney Richards, Talent Development and Acquisition Manager. Mr. Richards has a Masters of Arts in Executive Leadership from Liberty University. He spent 20-years with the United States Marine Corp, and was most recently stationed in Okinawa, working as an HR Manager.
- B. Correspondence** Correspondence was shared electronically with the Board prior to the meeting. There was a lot of great news and recognition for the college.
- C. Public Comments from the Audience** There were no comments from the audience.
- D. Student Leadership** Director Supinski noted the robust written board report this month. She acknowledged student leader El'ona Kearney for her presentation today at the Veteran's Day Ceremony, and thanked both Ms. Kearney and Ty Young for their attendance at the meeting. Last month, the Board awarded the Transforming Lives Scholarship to Alan Abdullah. His essay was forwarded to ACT for the State-wide Transforming Lives process. Mr. Abdullah is in the CNT BAS program, expressed his thanks the Board for honoring him. Board Chair Takamura recognized the book ***When You Can't Go Home***, in which Mr. Abdullah was featured. Trustee Page thanked Director Supinski and students in the audience for their efforts each year, in participation of this program.
- E. Renton Federation of Teachers** RFT President Sheila May-Farley noted that she believes that the honeymoon may be over, since mid-terms have hit. Even though nothing can taint the excitement of a new year, there is a lot of effort by faculty to keep retention at the utmost importance. In reflection of that, we are attempting to keep faculty focused on the

betterment of student retention. This is a good time to collaborate with Student Services for the benefit of students.

F. Written Communication Reports

There were no comments or questions about the written reports.

4. ACTION

No action items were presented.

5. DISCUSSION/REPORTS

A. Program Area of Study Presentation: Computer Science

Dr. Stefanie McIrvine, Associate Dean of Information Technology, along with Ren Tarvin, Computer Networking Instructor, and Dimpy Gill, Computer Science Instructor shared an overview presentation to the Board of the IT area of study. They shared a robot car, T-shirt specific to marketing the IT programs, and program specific flyers. Guided Pathways is supported by providing all students with the same set of classes in the first quarter: College Success 101, Introduction to PC Hardware, Introduction to Programming, and a General Education course. From there, students choose the Computer Science or Computer Network path. Details of each program were shared, along with the demographic breakdown in current enrollment. They are currently updating the CNT associate-degree curriculum, mapping course and program outcomes to college outcomes, updating internship procedures, working to hire a BAS program coordinator and piloting the transition away from traditional waitlists in support of the ctcLink project. The department just wrapped up a National Science grant three weeks ago.

A RealNetworks \$10K grant was recently awarded to support CHIPS and the laptop loan program. Instructor Tarvin gave a shout-out to Student Government, who matched \$10K and the Foundation who matched another \$10K, for a total of \$30K. The IT team is creating *some* visioning. They hope to visit Highline and Green River colleges to view facilities, equipment and classrooms; hold the first *Technologist Talk* as part of the new *IT Industry Discovery Series*; piloting the first CCP transition cohort; and partnering with Renton School District in development of designing dual credit CSI and CNT courses with an equity lens. Trustee Page inquired about high-tech jobs, and how they define being competitive in this space. Instructor Tarvin noted that the Pacific Northwest has a lot of start-ups; each quarter roughly 7 to 8 student graduates reach back to network and boast about learning their skills from RTC. IT is in every organization, everywhere. Trustee Unti asked about industry skin in the game. They are looking for diverse folks on the advisory board, and hope advisory board members will provide networking opportunities for internships. There may be a handful of students choosing to move toward a Master's program, but most just want to get the B.A.S. and start their career. Dr. McIrvine noted some of the Articulation agreements that RTC partnered in. Board members were welcomed to visit classrooms. Instructor Gill shared some concerns from the classroom. Trustee Page noted the board responsibilities are to make sure the president is aware of concerns that need to be looked at.

B. Outreach Services Presentation

Director of Outreach and Entry Services, Anthony Covington shared an Outreach presentation. New students are able to begin registration tomorrow for winter quarter. He introduced the Outreach team. Dean Reader's overall theme this

year is go above and beyond for students. Outreach is doing fantastic things. Re-Entry Manager/Department of Corrections Gerald Bradford's work goes beyond corrections. There is a lot of community involvement, and support. The staff works with Youth organizations and in general marketing. There are stigmas around K-12 students going to technical college. We lay-out all pathways. Emphasize more workshops, more presentations, involvement at fairs; RTC builds bridges and changes lives, but want more dialogues with student opportunities. Director Covington shared old versus new marketing materials that are used. He emphasizes RTC's hands-on learning; our completion rates are the highest in the state; and we encourage job placement – career opportunities versus job opportunities. Mr. Bradford does outreach in the prison systems. He always operates a marketing table, and shares a presentation on education versus incarceration. He talks to people about getting straight. The Outreach team manages many events: 92 total since July 1, 2019, averaging an event almost every single day. Spring events include finishing up in the high schools, and then a fall push, which includes an all-campus effort. We want students on campus, so they can experience the hands-on approach. Trustee Page asked about doing things in the high school classrooms for outreach. Director Covington affirmed the effort, but we really try to get them on campus. Trustee Unti gave a shout out to Director Covington for his work and of his team to get into the community, and the enthusiasm and attitude. Each community is different, and needs different marketing. There is great collaborative effort between Outreach and Marketing. Director Covington added that we want students to get that right fit the first time, which also aligns with the Guided Pathways (GP) work. Getting the right fit is the best way to retention. Board Chair Takamura thanked Director Covington for his role-modeling and working within the community.

- C. President** Dr. McCarthy reported that the start of the quarter was great, and now everyone has dug-in and are very busy doing some excellent work. It has truly been a busy and active month at the college, and everyone's efforts and attitude are greatly appreciated.

Collaborative Relationships – Dr. McCarthy noted the collaborative aspects in Director Covington's report--College outreach includes instructors opening their classrooms for visits, and tours. Executive Director Hansen is leading the efforts of the Strategic Success Management (SSM). She has done one SWOT analysis with Dean Wakefield, and has additional meetings scheduled with Dean Novotny and Dean Carter. An All-College meeting was held on October 23. Retention is our theme this year. CIO Corigliano did a presentation on ctcLink to get everyone started. Questions were asked *1) what do we do well here, and 2) what can you do assist in student retention*. Staff and faculty left index cards noting the extra effort they can extend to this endeavor. Dean Novotny was at a Workforce Development Council meeting today. They have undergone some changes, and have a CEO, Marie Kurose. The WDC and RTC have always had a great relationship, and continuing that effort is imperative.

Equity – Dr. McCarthy noted that we had a large group (19) of attendees at the Faculty and Staff of Color Conference (FSOCC) in Spokane at the end of October. Student Government supports much of the travel for this. Dean Reader did a fantastic presentation, as well did Automotive Instructor Warren Takata, and Academic Career Counselor Eugene Shen who presented on how our faculty and Student Services staff work together to support students of color. Other RTC staff added to the presentation from the audience. Senator Emily Randall was in attendance at the FSOCC conference, and also at the ACT Fall Conference held last week. At ACT, she mentioned

specifically a highlight from Mr. Takata's presentation at FSOCC. Trustee Unti was very proud to hear compliments of RTC during the ACT Trustee event last Friday. Dr. McCarthy further noted that as well as we represented and showed up, these conferences continue to show we have lots of work to do for improvement. Dean Reader added that he felt the conference gives a new surge of energy and shared experience. It was transformational and impactful. Representation from RTC speaks wonders. The team that attended had an opportunity to debrief and felt that session was powerful. We look forward to the work that will follow, new connections and new strategies. Dean Reader has attended seven or eight times, and each time learns something new. It is a bold and courageous space for people of color, and an opportunity to share challenges. It was powerful for people from facilities to share a presentation. This was a place where people can confidently share experiences and feel empowered. Dr. Delaney noted that this was her first opportunity to attend. She found it to be nurturing and empowering. There were self-care opportunities and things to feed your soul, with the second day digging into powerful work. The energy and vitality was wonderful, and she will definitely return.

The College was nominated once again as a top-150 college in the nation by the Aspen Institute. "The Aspen Institute's College Excellence Program aims to advance higher education practices and leadership that significantly improve student learning, completion, and employment after college – especially for the growing population of students of color and low-income students on American campuses." In 2015, the college was recognized as a top-10 college. In 2017, the college was again nominated, and made it to about the top 25. In 2019 we were again nominated in the top-150, but decided not to apply. We are going to apply for the 2021 Aspen Prize. The application process is a quick turnaround, due December 5. Executive Director Hansen is leading this effort. It will help us understand what we have done over the years, and bring coherence to our efforts. This should align with what we are doing with accreditation. Five total WA State colleges were named, but RTC is the only King County college.

Finance and Growth – Dr. McCarthy noted that we continue to hold our own. We know we are in another fragile year, but we have seen some better enrollments. Some programs were shortened intentionally, so there are still some challenges with FTE accumulation. We had a recent Nursing Commission visit, with a much improved recognition of our progress in the Nursing program. A key is growing in high-demand, high-wage programs. The legislative allocation in Nursing has certainly helped with this. It is incumbent upon us to gear up for high demand wage earning. The Dental Assistant program has been approved for IBEST funding (it will provide an extra 0.75 FTE allocation). We keep working on the budget process which helps us get to these goals. The Aspen Institute recognition to Pierce College in 2019 was for their budgeting process.

Accreditation – Dr. McCarthy informed the Board that Dr. Wakefield has been working hard on the standard two write-up. We had previously been informed that it was due in March 2020. We learned this week, that is not accurate, and will be due in 2021. But, if the standard two report is in early, we can begin to explore a sweet spot to submit it, to allow time for feedback. Dr. Delaney is checking with other ALO's. People in the system are very helpful, and she is looking forward to the NWCCU meetings next week

- D. Administration/Finance** Vice President Rodriguez reported revenues and expenditures are on track through the first three months of fiscal year 19-20. We started out the year with approximately \$430K more than the previous year and are ahead in total cash and reserves by

approximately \$30K.

We will be making a revision to the Monthly Operations report. We will remove the year-to-date budgeted and budget variance columns, and replace them with month-end variance from the previous year and a year-to-date variance from the previous year. The updated format will provide information that will be more useful in analyzing the finances for the current year.

6. BOARD OF TRUSTEES

- A. Tenure Portfolios** Dr. Delaney noted that the tenure portfolios are available for Board review: Zachary Rubin and Jessica Koshi-Lum, both advancing from the second to third year. She had her first meeting with the Tenure Steering committee. They are active and willing to be available to assist all tenure track faculty. She recognized the long interest in tenure improvement by the Board of Trustees. Trustee Unti noted that there was a good presentation at the ACT conference last week on tenure best practices by Dr. Tom Keegan, Skagit Valley, and Dr. Bob Mohrbacher, Centralia. There are challenges and differences.
- B. Additional Executive Session Date – March Tenure** Dr. McCarthy requested an additional executive session for reviewing second to third year advancements and awards the week prior to the March 18 regular Board meeting. Board members present agreed to March 11 or 12. Di Beers will contact Trustee Entenman for her availability on these two dates. It was also requested to begin the December 11 executive session for tenure at 2:15pm. A special meeting notice will be posted.
- C. ACCT Conference Report Out and Presentation** Trustee Palmer shared information about an anti-labor presentation at the ACCT National conference two-years ago. This year, six trustees presented to affirm labor's positive role in the colleges. She shared the presentation with the Board. One goal was to see if there was interest for a labor caucus. Trustee Palmer noted her appreciation for the ability to attend on behalf of the college. This was the 50th Anniversary of the conference, and it was truly done well. She attended two specifically good workshops – Incarceration, Second Chance Pell Grants, and how Eastern Gateway College in Ohio partnered with three unions. The college went from 3K students in 2015 to over 27K in 2017. Positions and pay also increased. Trustee Unti commented from the presentation two- years ago; from hostility (because of lack of awareness) to awareness. Dr. Delaney informed the Board that she has written one of the Second Chance Pell Program grants at Seattle Central and has continued connections if Trustee Palmer is further interested.
- D. ACT/LAC Conference Report Out** Trustee Page shared information from the LAC meeting. A fair amount of accomplishments were shared from last year. SBCTC will be submitting a large capital request this year, and there will be a lot of competition. They are trying to fund the top 17 projects in the pipeline. Huge kudos to Trustee Entenman for her work during the session. The role of trustees has picked up greatly in terms of advocacy. We want to have trustees and presidents in Olympia throughout the session. Dr. McCarthy thought it was one of the better ACT conferences. After listening to input, they broke us up into groups for further conversation. He noted his gratitude that our Board talked about the system vision statement prior to this meeting, versus just seeing it for the first time at the conference. The Tenure presentation was good, as was the onboarding new trustees presentation. Everyone talks equity, but presentations didn't necessarily support it. Board Chair Takamura believes that we have spent much time talking about

it and are moving forward. Dr. Delaney noted that when using equity lens glasses versus mindset, the glasses can come off.

- E. Board Mid-Year Retreat Discussion** Trustee Unti proposed a mid-year Board retreat. He felt that embedding some board development into board meetings are controversial to college business, and also makes for a lengthy meeting. We could line up items more in the context of a retreat to allow alignment with Board goals, perhaps including exposure to some of the programs. No time-lines were outlined, but thought maybe sometime in the spring. Di Beers can look at options in April or May, outside from Board meeting dates. There is a different spirit to a Board meeting versus a retreat. Measurable equity outcomes on policy review, Board orientation (best practices), and campus awareness all come to mind. We want to make a meaningful contribution to the campus. It was agreed to add some hours to the calendar for a minimum of a half-day retreat. Board members were asked to send Di Beers specific dates that they are NOT available in April or May.

F. RTC Liaison Reports

RTC Advisory Council Trustee Palmer and Dr. McCarthy noted that the meeting in October was a lightly attended, which also included the Industry Connection Dinner. Suzanne Dale Estey will continue as chair, and wants to revitalize the council.

RTC Foundation Trustee Page noted that there was a written report from Executive Director Shaw which provided a lot of details from the Foundation. They are looking at a new software program. The suggestion was to put together a work group on that Board to save some money on software. A Celebrity Chef dinner is planned for January 28.

6. MEETINGS

- A. The next regular meeting of the Board of Trustees is scheduled on December 11, 2019. We will move regular meetings to the Culinaire Room, beginning with the December meeting. The special meeting for Tenure Executive Session will begin at 2:15pm in the Board Room.

- 7. EXECUTIVE SESSION** No executive session was held.

- 8. EXECUTIVE SESSION ACTION** No action was taken.

9. ADJOURNMENT

There being no further business, it was moved by Board Chair Takamura to adjourn the Board of Trustees' meeting at 5:57 pm. Motion carried.

FRIEDA TAKAMURA, Board Chair
Board of Trustees

KEVIN D. MCCARTHY, President
Renton Technical College

Renton Technical College
Board of Trustees Meeting
December 11, 2019

AGENDA ITEM: 4. ACTION ITEMS

SUBJECT:

BOARD CONSIDERATION

Information

X Action

BACKGROUND:

A. Comments from the Audience

B. Faculty Tenure Advancements

Advancing from Second to Third Year

Zachary Rubin	BAS Computer Network Architecture
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Jessica Koshi-Lum	Library
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RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
December 11, 2019

AGENDA ITEM: 4. COMMUNICATIONS

SUBJECT:

BOARD CONSIDERATION

X Information

Action

BACKGROUND:

- A. General Information/Introductions
- B. Correspondence
- C. Student Leadership
- D. Renton Federation of Teachers
- E. Written Communication Reports

RECOMMENDATION:

None.



Thanksgiving Dinner in the LRCC Served 200 Students, Faculty, and Staff

The ASG and the LRCC student team hosted the 4th annual RTC Thanksgiving Dinner in the LRCC. This year, more than 200 meals were served. Many students ate together in the LRCC, and extra food was available for students in need to take home for the holiday weekend.



Clubs and Student Organizations are Thriving at RTC

Student leaders have been working hard to form new clubs and reform clubs that have existed in previous years. To date this academic year, 15 clubs have been officially recognized by the ASG Senate. Here are some examples of fantastic club activities this quarter:

- The Muslim Student Union hosted Halal lunches to outreach to new members
- The Medical Assistant Club organizes regular group study sessions and provides additional learning resources
- The Welding Club is working on a practice project to support what they are learning in their classes
- The Coding Club is organizing group interview practice sessions to help with job search post-graduation
- The Black Student Union is collaborating to organize activities that celebrate Black culture

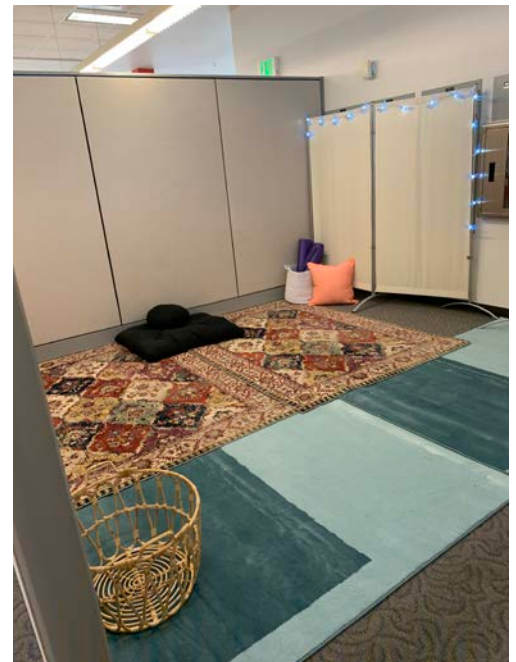
Phi Theta Kappa's Thanksgiving Food Drive Serves 30 Student Families



Members of Phi Theta Kappa (PTK) organized a holiday food drive to provide 30 grocery bags of food for students in need who wanted to cook Thanksgiving dinner and needed supplies. Bags included ingredients for popular side dishes and a \$10 gift card to contribute to the cost of a turkey. Additional items collected replenished food items and toiletries for Elijah's Pantry in the LRCC and the pantry located in the ASG office.

Reflection Space Now Open in the RTC Library

A dedicated space for reflection, meditation, and quiet is now available in the southwest corner of the RTC Library. The idea for this space was brought forward by the Muslim Student Union in early 2019 and a space was identified/redesigned in early fall quarter. The ASG worked with Library staff to decorate the space and create guidelines for use. Students, Faculty, and staff are all able to use this space.



Administration and Finance Report
Renton Technical College Board of Trustees
December 11, 2019

Business Office

The Business Office continues to work on financial statement preparation. We continue doing preparation work for the FY21 budget development process. We continue sending out letters for compliance with the 1098T (tuition tax statement) process.

Food Services

The Culinary Arts Holiday Buffet is scheduled for Dec. 6th in the Cafeteria. Pre-sale tickets reservation as of Monday, 12/2 are over 220 guests attending this event.

The King County Parks agreement representative has notified RTC that they are faced with a potential 3-month delay of renting facilities at the Annex. Their potential move in date is now likely to be in June-September 2020.

The City of Renton approached the catering department on the possibility of providing food services at the Henry Moses Aquatic Center in the summer of 2020. Discussion on this possibility was completed and determined that it did not meet the RTC food services scope of community services related to training.

Invista Solutions has increased their contracted training for a variety of medical trainings in Bldg. H. Facility usage for this area has increased in the past six months.

Lindsay Tanzi met with a representative with the South Side Chamber of Commerce on marketing the use of multi-usage facilities and computer labs. Hopefully, increased exposure and rental rooms revenue will be reflected with this new partnership.

Catering department is extremely busy for the holiday season with an emphasis on corporate holiday parties. Increased potential sales in December of over 8K compared to past years December sales.

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: College has received the Manufacturer's Roof warranty and we are preparing final payment.

South Campus Fire Alarm Upgrades – Training has been received and are awaiting record drawings and other close-out documents.

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 arrived, pre-installation meeting with an electrical contractor has occurred, and we are awaiting a cost proposal from the contractor to install the parts.

Stucco Repairs at Buildings H and J – Completed except for an area which will be particularly disruptive to classes. That area will be done over winter break.

Reflection Area – Completed and in use in the Library area of the Technology Resource Center. Awaiting delivery of signage.

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. Permit application submitted.
- Multi-Cultural Center in building H (Summer 2020)
- Building H 102, 103, 104 assembly rooms upgrades (Summer 2020)
- Campus irrigation system repairs (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. **Update:** Completed. Owner training received.
- 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 Projects:

- LED upgrade to all pole lights at the Annex (Completed)
- Tree trimming along hillside on the east side of Building K and L (Completed)
- Removal of dead tree behind Building J (Tree has been removed, waiting for stump grinding)

Winterizing Projects:

- Cooling Towers (week of December 1st)
- Exterior Fire Sprinkler systems (completed)
- Exterior water fountains and faucets (completed)
- Campus Irrigation (completed)

Maintenance/Grounds/Custodial staffing report – Maintenance, grounds, and custodial has one new hire and two open positions. We had one facilities specialist position separation.

New hires: Facilities Specialist

Open positions: Facilities Specialist, Grounds Worker



**Communications and Marketing and Institutional Research
Renton Technical College Board of Trustees
December 11, 2019**

Marketing/Outreach

Ongoing search and display campaigns continue to exceed expectations, generating 322 leads in November. In addition, targeted campaigns to promote programs starting Winter Quarter will run through Dec. 31. Communications and Marketing also developed a short social media campaign to promote our new math pathways.

October Social Media Highlights

- **Top Facebook posts: Aspen, 1.5 K reach, C&M awards, 1.9K reach**

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:

[Student Success Center named for RTC champion](#)

[Aspen again names RTC a Top 150 Community College](#)

Publications

- C&M assisted with the writing and designed the RTC Foundation Annual Report.
- All recruiting brochures will go to print in early December.
- C&M developed new signage to be in place for Orientation and the start of each quarter to better direct new students in J and H buildings. New stand-up banners are also in process and will be in place.

Other Projects

Executive Director Hedland Hansen is writing the narrative for the Aspen nomination with input and assistance from many in the RTC community.

As part of the Strategic Success Management initiative, the Prof-Tech, CCP, and Gen Ed work groups performed SWOT analyses. Executive Director Hedland Hansen will identify core themes and bring participants back together in January for follow-up and next steps.

Institutional Research

The Office of Institutional Research (IR) has continued its efforts in November to increase effectiveness and efficiency throughout the college by supporting programs, units, cabinet, and councils for their data informed decision making for RTC Mission fulfillment.

- IR supported the Guided Pathways (GP) site visit on November 15, 2019. IR Director, Kim attended the evaluator meeting session on Implementation Work Plan to update the progress of the student learning outcomes focused on Pillar 1 and 4. IR Manager also attended a session to engage the conversation with site evaluators on student success and engagement data. To prepare the meeting, IR also organized 5-year trends data on equity, inclusion, and collaboration on student success and included in the CANVAS shell for GP.
- IR Director, Kim and Manager, Parker attended the annual conference of the Northwest Commission on Colleges and Universities (NWCCU) to prepare for the Year 7 Accreditation visit and to learn new NWCCU accreditation standards. IR Director Kim shared the update and new information learned from the conference with College Council members at the meeting held on November 25th.
- IR has worked with the Cabinet, IT and Student Services to complete the application for ASPEN Award for Community College Excellence. The data and analysis will be prepared and reviewed before the deadline, December 5, 2019.

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

AFT	Effective Date	Position	Department
- Hires			
Leon Guerrero, Eric	11/16/2019	Facilities Specialist	Facilities
-Separations			
None			
WFSE	Effective Date	Position	Department
- Hires			
None			
-Separations			
Lopez-Barclay, Denise	11/1/2019	Enrollment Services Specialist	Enrollment Services
Prof Tech	Effective Date	Position	Department
-Hires			
None			
-Separations			
None			
Exempt / Administrative	Effective Date	Position	Department
- Hires			
Richards, Sidney	11/12/2019	HR Manager /Talent & Development	Human Resources
Swanke, Jake	11/13/2019	Director of Disability Resources & Testing Center	Student Services
-Separations			
None			
RFT	Effective Date	Position	Department
- Hires			
Buck, Steven	11/27/2019	Mechatronics Part-time Faculty	WTED
Murray, Amy	11/25/2019	Nursing Full-time Faculty	Allied Health
Rhodes, Shalahna	11/18/2019	Nursing Full-time Faculty	Allied Health
Schacht, Karen	11/25/2019	CCP Part-time Faculty	College & Career Pathways
-Separations			
None			

	Monthly Total Hires	% of Diverse Hires YTD
Full time	5	43%
Part time	2	22%

Instruction Report
Renton Technical College Board of Trustees
December 11, 2019

In the [Instruction Video Report](#), you will learn about the LMT Days in our Massage Program and see highlights from the holiday brunch.

Each week, the VPI sends an Update which keeps faculty and instructional staff informed about the work of the college and the VPIs activities. It also includes links to articles about equity, teaching and learning and celebrations of the wonderful work we are doing at RTC. I thought you would appreciate seeing those kudos as part of the Instruction Board Report. Here are the Kudos from November.

Kudos VPI Update #7

Hooray to all of us at RTC! We've been chosen as one of the Aspen Top 150 and can now apply for the Aspen Institute Top 10.

Thanks to everyone who gave feedback in the survey. It will be a lot of work, but it looks like there is strong support to apply. I'm excited to see how our reflections for Aspen tie in with our work for accreditation and Guided Pathways. It will all tie together to help us better understand what we need to do to best support our students. You'll hear more in coming days, as the application is due in early December.

Kudos VPI Update #9

Kudos to Kayla Jang who completed the Curriculum (re)Design: Tools and Resources training in Canvas. Through this training, she has worked to align her classes with UDL activities, OER materials and assessment rubrics that align to course and program outcomes. She is the first IT instructor to complete this training. Woo hoo!

Kudos to Surgical Tech team including AJ Serba and Megan Graham, for their work on the Surgery Technologist program revision. The revisions focus is on the program becoming a degree granting program, program retention and attrition and overall student success. This process has been over a year in the making and has been approved by the curriculum committee. In Spring 19, we will have two cohorts, summer the same, but in Fall of 2020 we will have 3 full cohorts of 20 students each. This plan will also increase our overall enrollment to 60. Nice work!

Kudos VPI Update #10

I'm just going to have a very short update this week, focusing on things to be thankful for, like our fabulous faculty and students. Here are just 2 stories deserving of thanks. Camille Pomeroy shared that so far this quarter there have been 21 people who have been able to complete their competency based diploma requirements at our RTC Downtown location. Of those 21 folks, 14 either were co-enrolled and therefore have already completed college level credits or have successfully completed financial aid, meeting with an adviser and registration for college level classes. That's 67% success. Hooray!!

Warren Takata shared a note from a happy community member:

My name is Jacqui and last night (Sunday night) I had a flat tire in Puyallup. Two of your students helped me including running to Walmart for a mallet as my tire was stuck! I only got one of the two names: he

says he goes by Austin but that it was Steven, I can't remember his last name but we made a cold stone Steve Austin joke and he said he got that a lot.

These guys really did such a huge solid for me and I really wanted you to know the appreciation and good work they did for me. They even checked the tire pressure of my spare and told me to go to the gas station and fill it up to 38 psi. They offered to go with me to make sure I got there, I declined because I had kept them so long. He had to get on the wet ground and rubber hammer the tire off!!! Seriously, amazing!!!

Thank you thank you thank you!!!

What more is there to say?

You can find [links to all of the Updates here](#).



College Technology Services - Information Technology Report
Renton Technical College Board of Trustees
December 11, 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 getting all new staff acclimated, and optimizing resources to prepare for the ctcLink ERP implementation at RTC. Now that we are fully staffed and the staff is acclimated, accessibility advisory committee and technology council meetings will resume this month.

INFRASTRUCTURE PROJECTS IN PROGRESS AND COMPLETED

- Darktrace – Intrusion detection and remediation – demonstration installed – reduce the likelihood of ransomware

TECHNOLOGIES IMPLEMENTED AND COMPLETED PROJECTS – No New Updates

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 – on hold waiting for new DRS Director
- On Premise to Cloud Migration – File Services leveraging SharePoint, OneDrive, and Azure – Speaking with Consultants
- Adobe eSign – In Progress –Travel Documents, Purchasing Documents
- ctcLink – Statewide (ERP) - Project Timeline 2021 – All College Announcement – Initiation Phase – Visit from the state board - Kickoff
- Microsoft Office 2016 – Installation across campus – In progress – 95% complete
- Website Phase III – Drupal Platform Upgrade – Initiation Phase
- Intranet/SharePoint Site – Working on Structure – Soft Rollout of Sites
- 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 – Switching over to Microsoft Teams (Newer Technology)
- 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 – In progress
- Single Sign on – CANVAS – Active Directory Integration – On Hold

- 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
- Partnering with LRCC for Laptop Loaner program for students – Creating internal structures/processes
- Cellular Coverage – Agnostic carrier antennas in test phase – N building – I Building next

UPCOMING PROJECTS

- 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



RENTON
TECHNICAL
COLLEGE®

Student Services Report
Renton Technical College Board of Trustees
December 11, 2019

EDUCATIONAL SUPPORT SERVICES

Our new Director for Disability and Testing Services is working directly with students, and getting up to speed on our programs and services, including serving on the campus Accessibility Advisory Committee. Our Veterans School Certifying Official has completed State Approving Agency training to keep us current on how we certify our students.

ENROLLMENT SERVICES

The Enrollment Services staff are busily engaged in end-of-quarter activities including preparation of submitting FTE finals to the State Board, as well as completing important data submissions to the Clearinghouse. Staff also continue preparation for winter quarter and continuous enrollment for this next term.

FINANCIAL AID

The department has made several improvements in awarding of students during fall quarter, which is resulting in faster processing times. Additionally, the office is assessing its business hours and will be making some adjustments for more alignment with other student services offices located in the I-building in order to have increased support in the evening. The department hosted a FAFSA/WASFA completion workshop and have transitioned to having FAFSA/WASFA completion assistance on a drop-in basis, where previously it was only a specific day of the week.

CAMPUS SECURITY

The college received approval from the Department of Enterprise Services (DES) for the purchase of two new vehicles to help support security operations on campus and replace current, aging vehicles. Campus Security is partnering with the Renton Police Department, for RPD to present their violent intruder training used in the Renton School District to RTC faculty and staff in January. The department is also seeking additional times for this to happen.

STUDENT SUCCESS SERVICES

Outreach is wrapping up its busiest time of the year with several events scheduled through the month of December. This includes a new opportunity in participating at the Muckleshoot Tribal College's career fair, where RTC will also do a presentation on technical education. Through a partnership called Spin Girls, we will be hosting 8th grade girls who are interested in STEM fields. The month of December is a busy one, as we continue to actively advise students into the beginning of winter quarter.

RTC Foundation Report
Renton Technical College Board of Trustees
December 11, 2019

2020 Winter Scholarship Cycle

The Scholarship Committee met before Thanksgiving and awarded 136 scholarships for a total of \$99,200.00 in support! This is an 11% increase over the scholarship funds for fall quarter and the largest amount for a quarter in Foundation history! All students who applied were notified on Dec. 6th.

Events

Tuesday, January 28 – 2020 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*. Hobart Services is the latest Premier sponsor and other sponsors are in the works. The response to the event has been great – dinner tickets are close to being sold out!

Advanced Sommelier Christopher Chan has agreed to be our wine expert for the evening. Christopher is a well-respected wine and food expert, winemaker, host of the Seattle Wine Awards, and former director at the Rainier Club. We are in negotiations with potential media sponsors to generate added media coverage of the event.

Save the Date – Friday, March 6th is the 2020 Student Success Breakfast. Sponsorship outreach is underway and Puget Sound Business Journal publisher, Emily Parkhurst has been invited to be our keynote speaker. Ms. Parkhurst has taught at community colleges back East and understands the value of community and technical colleges to the economy and in providing social and economic mobility for individuals and communities.

Development

Grants – The PACCAR Foundation grant decision is expected by mid-December. CHI Foundation will be a sponsor for the Student Success Breakfast in March, but declined to add to their endowment. The State Board declined RTC's application for the \$100,000 Emergency Grant based on the funds being an allocation which bars Foundations from receiving and dispersing the funds.

Donations – The sponsor of Grandma Cares for Trades renewed and increased her annual donation to \$15,000. The Fahey Endowment received its annual donation of over \$8,000. The Muckleshoot Tribe renewed their annual \$4,000 donation. The Northwest GTO Legends renewed their annual scholarship donation of \$1,500, and the Alfa Romeo Club plans to establish a new scholarship, and Boeing plans to renew their annual scholarship grant of \$9,000.

Thank-A-Thon 2019 - Board members are calling donors this week to thank them for their continued support.

Board and Operations

The independent auditor, Brantley Jansen was on site for the annual audit. A report is expected in January. The 2018-19 Annual Report was printed and is being mailed to donors Dec. 6th.

Two new student representatives have been added to the Board; Jill Rupp a student in the Message Therapy program, and Tyson Young who is in the Medical Assistant program. Both are members of the ASG Senate.

Renton Technical College
Board of Trustees Meeting
December 11, 2019

AGENDA ITEM: 5. DISCUSSION/REPORTS

SUBJECT:

BOARD CONSIDERATION

X Information

Action

BACKGROUND:

A. ctcLink Update

CIO Paul Corigliano will provide an overview and update of the ctcLink project, highlight the two frameworks we will utilize to experience a successful ctcLink implementation for RTC.

B. President

President McCarthy will provide a report to the Board, subsequent to the November 13, 2019 Board meeting.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
December 11, 2019

AGENDA ITEM: 5. DISCUSSION/REPORTS

SUBJECT: ADMINISTRATION/FINANCE

BOARD CONSIDERATION

X Information

Action

BACKGROUND

C. Monthly Finance Report

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

RECOMMENDATION:

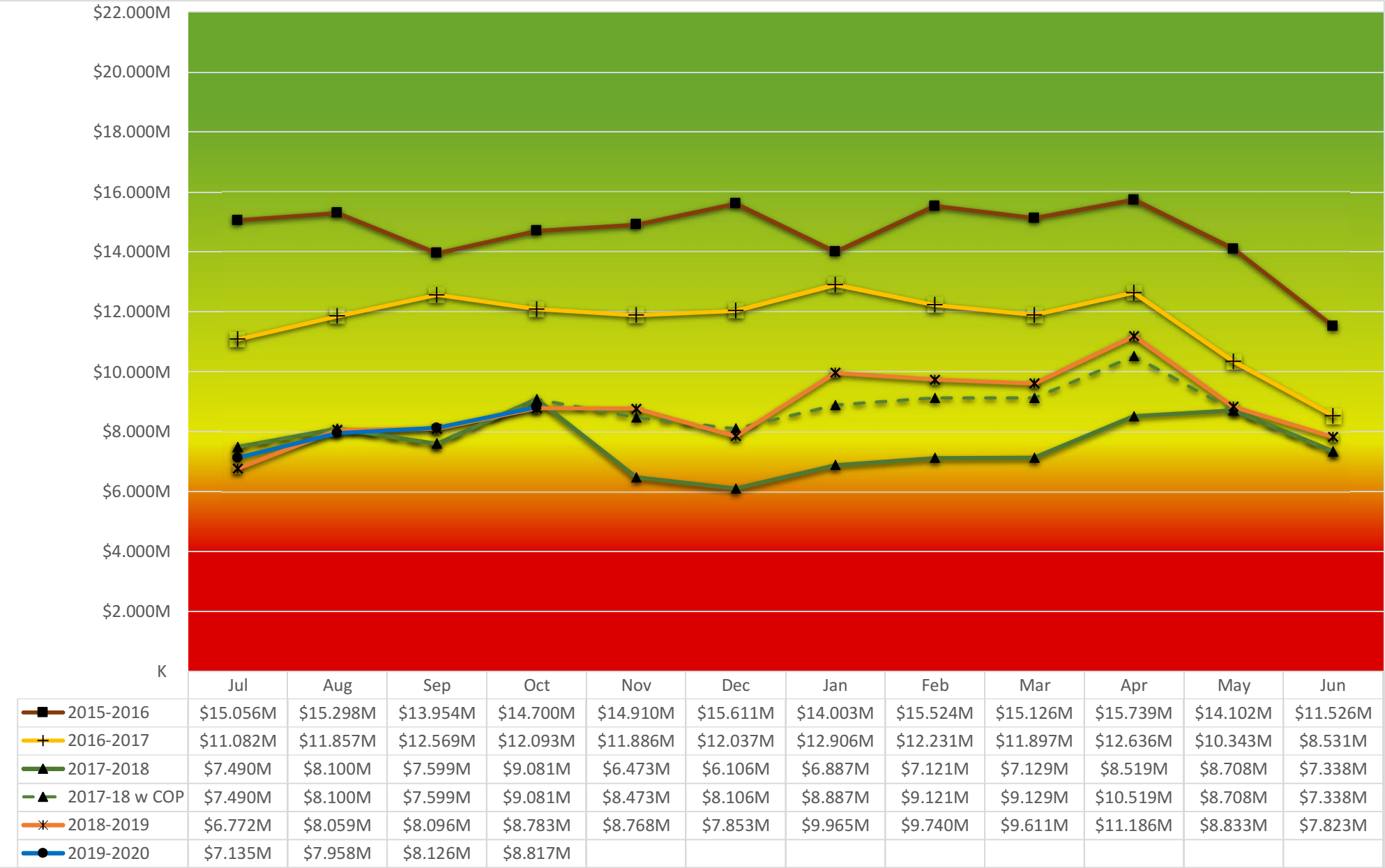
None.

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

	October 2019 - Actual	Year to Date - October 2019 - Actual	Prior Year to Date - October 2018 - Actual	Variance - Increase (Decrease)
Beginning Cash Balance	\$ 4,947,760	\$ 4,646,822	\$ 4,212,016	\$ 434,806
Add - Revenues:				
Tuition & Fees - Funds 060 148 149 561	\$ 1,194,089	\$ 3,991,227	\$ 3,780,826	\$ 210,401
Grants and Contracts	\$ 380,419	\$ 855,877	\$ 883,807	\$ (27,929)
Student Government	\$ 87,078	\$ 284,202	\$ 259,241	\$ 24,961
Bookstore	\$ 36	\$ 11,634	\$ 204,965	\$ (193,331)
Security/Parking	\$ (63,608)	\$ 90,435	\$ 219,087	\$ (128,652)
Culinary Arts - Food Services	\$ 130,802	\$ 503,135	\$ 510,627	\$ (7,492)
Housing	\$ 6,496	\$ 18,376	\$ -	\$ 18,376
Interest Income	\$ 10,689	\$ 26,852	\$ 25,269	\$ 1,583
Rental Income - Excluding Catering	\$ 784	\$ 56,987	\$ 64,052	\$ (7,065)
Scholarship and Student Loan Funds Received	\$ 1,140,694	\$ 2,817,660	\$ 2,805,903	\$ 11,757
Net Operating Revenues	\$ 2,887,479	\$ 8,656,386	\$ 8,753,777	\$ (97,391)
Add - State Allocation - Payroll & Benefits	\$ 2,074,146	\$ 7,058,310	\$ 6,884,502	\$ 173,809
State Allocation - VPA Expenses	\$ 61,521	\$ 315,373	\$ 351,798	\$ (36,425)
Capital Allocation	\$ 83,471	\$ 127,013	\$ 839,155	\$ (712,142)
Total State Funding	\$ 2,219,138	\$ 7,500,696	\$ 8,075,455	\$ (574,758)
Total Revenues	\$ 5,106,617	\$ 16,157,082	\$ 16,829,232	\$ (672,149)
Less - Expenses:				
Salaries - A	\$ 1,870,907	\$ 6,351,970	\$ 6,115,921	\$ 236,049
Benefits - B	\$ 610,125	\$ 2,173,758	\$ 2,149,067	\$ 24,691
Goods and Other Services- E	\$ 475,608	\$ 1,691,753	\$ 2,072,021	\$ (380,268)
Cost of Goods Sold - F	\$ 46,281	\$ 138,466	\$ 264,014	\$ (125,548)
Travel - G	\$ 18,780	\$ 56,374	\$ 87,022	\$ (30,648)
Equipment - J	\$ 24,426	\$ 128,302	\$ 61,366	\$ 66,937
Computer Equipment - K	\$ 3,003	\$ 31,156	\$ 132,112	\$ (100,956)
Financial Aid - N	\$ 922,848	\$ 3,656,007	\$ 3,578,604	\$ 77,402
Bad Debt - W	\$ 501	\$ 2,251	\$ 7,734	\$ (5,482)
Total Expenses	\$ 3,972,478	\$ 14,230,038	\$ 14,468,136	\$ (238,098)
Net Operating Surplus (Deficit)	\$ 1,134,139	\$ 1,927,044	\$ 2,361,096	\$ (434,052)
Other Sources (Applications) of Cash:				
Changes in Petty Cash; Accts. Receivable & Accts. Payable; Inventory	\$ (414,044)	\$ (738,239)	\$ (729,003)	\$ (9,236)
Decrease/ (Increase) in Investments & Bond Amortization	\$ (4,412)	\$ (18,224)	\$ (15,924)	\$ (2,300)
Payment of Bldg. & Innovation Fee to State	\$ (28,995)	\$ (182,956)	\$ (187,335)	\$ 4,379
Total Other Sources (Applications) of Cash	\$ (447,452)	\$ (939,419)	\$ (932,262)	\$ (7,157)
Ending Cash Balance	\$ 5,634,448	\$ 5,634,448	\$ 5,640,850	\$ (6,402)
Add College Reserves:				
Local Government Investment Pool (LGIP)	\$ 975,084	\$ 975,084	\$ 952,037	\$ 23,046
Investment Bonds held in trust by US Bank	\$ 2,207,099	\$ 2,207,099	\$ 2,190,008	\$ 17,091
Total Reserves	\$ 3,182,182	\$ 3,182,182	\$ 3,142,045	\$ 40,137
Total Cash and College Reserves	\$ 8,816,630	\$ 8,816,630	\$ 8,782,895	\$ 33,735

	Actual %	Year to Date - October 2019 -	Prior Year to Date - October 2018	Variance
Total Current State Allocation	100.0%	\$ 22,573,350	\$ 19,527,189	3,046,161.00
Allocation Used - Year to Date	32.7%	\$ 7,373,683	\$ 7,236,299	137,384.38
Remaining State Allocation	67.3%	\$ 15,199,667	\$ 12,290,890	2,908,776.62

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

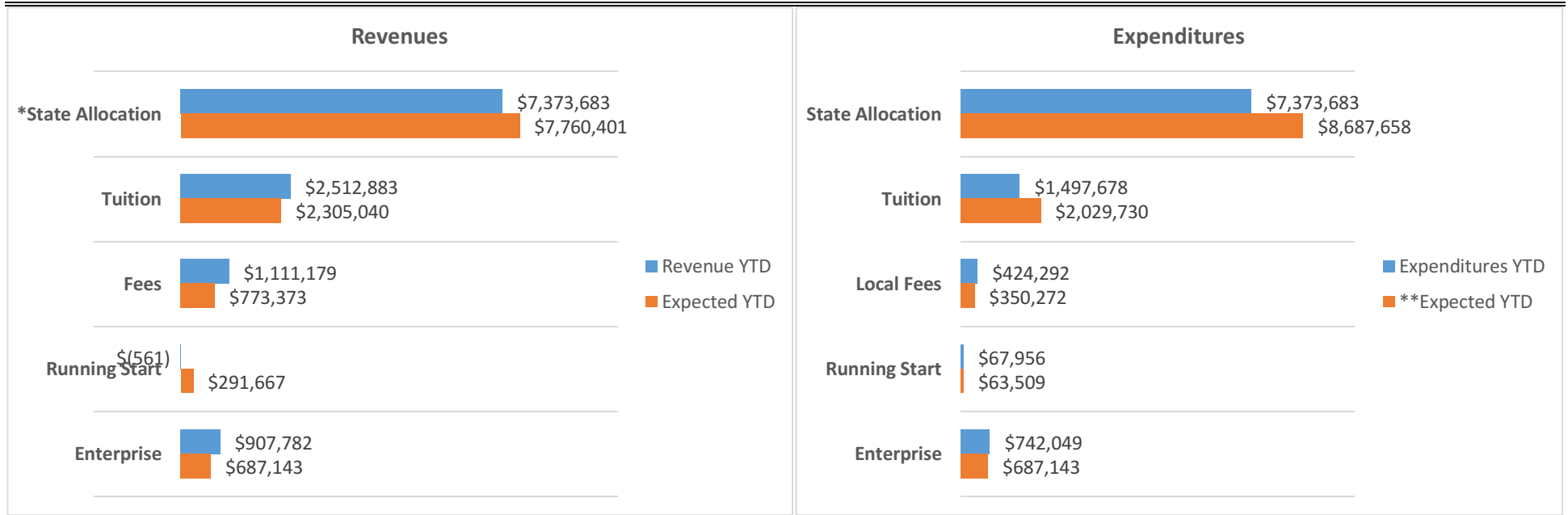


October FY20 Operating Revenue and Expenditure Report

Revenues	Forecast	Revenue YTD	Expected YTD	Balance	% Rev YTD	Notes:	% FYR:	33.3%
*State Allocation	\$ 23,281,204	\$ 7,373,683	\$ 7,760,401	\$ 15,907,521	31.7%	*Allocation #3 - Includes capital for operations.		
Tuition	\$ 6,915,119	\$ 2,512,883	\$ 2,305,040	\$ 4,402,236	36.3%			
Fees	\$ 2,320,120	\$ 1,111,179	\$ 773,373	\$ 1,208,941	47.9%			
Running Start	\$ 875,000	\$ (561)	\$ 291,667	\$ 875,561	-0.1%			
Enterprise	\$ 2,061,429	\$ 907,782	\$ 687,143	\$ 1,153,647	44.0%			
Total:	\$ 35,452,872	\$ 11,904,967	\$ 11,817,624	\$ 23,547,905	33.6%			

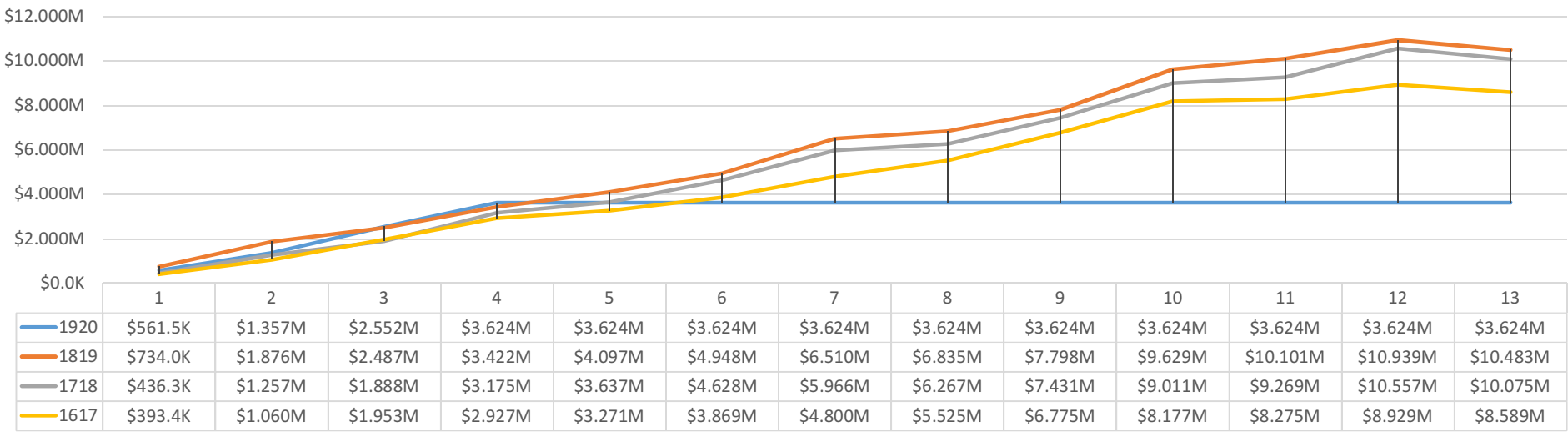
Expenditures	Budget	Expenditures YTD	**Expected YTD	Balance	% Exp/Bdgt	
State Allocation	\$ 26,062,973	\$ 7,373,683	\$ 8,687,658	\$ 18,689,290	28.3%	
Tuition	\$ 6,089,190	\$ 1,497,678	\$ 2,029,730	\$ 4,591,512	24.6%	
Local Fees	\$ 1,050,817	\$ 424,292	\$ 350,272	\$ 626,525	40.4%	
Running Start	\$ 190,528	\$ 67,956	\$ 63,509	\$ 122,572	35.7%	
Enterprise	\$ 2,061,429	\$ 742,049	\$ 687,143	\$ 1,319,380	36.0%	
Total:	\$ 35,454,937	\$ 10,105,659	\$ 11,818,312	\$ 25,349,278	28.5%	**Expected YTD based on even 12-month distribution

Net: \$ 1,799,308

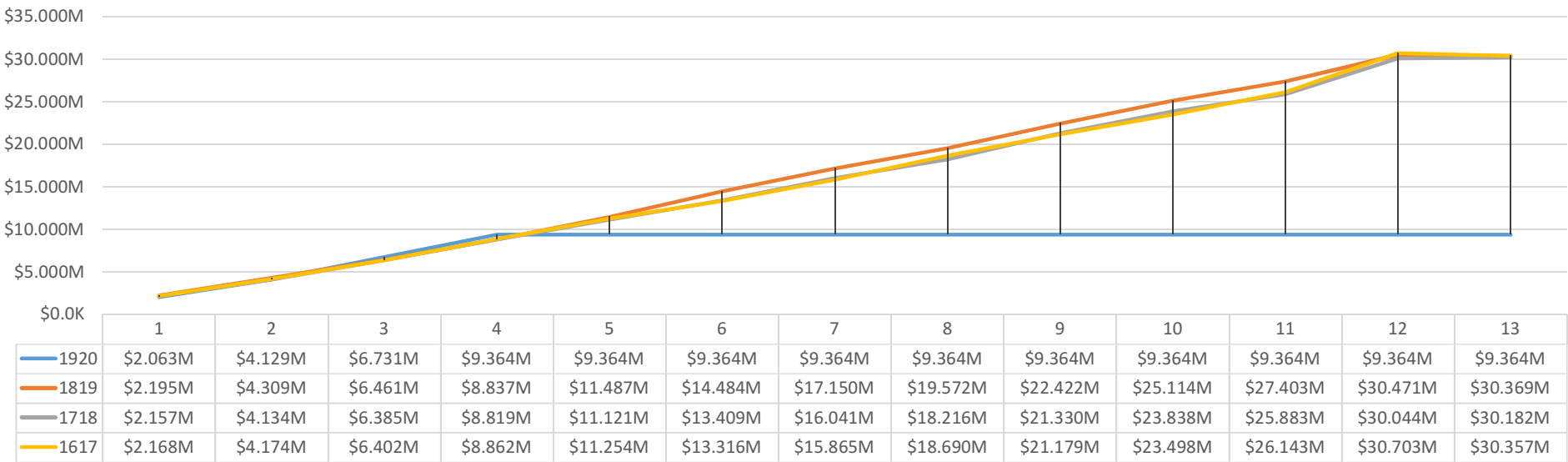


October FY20 Operating Revenue and Expenditure Report

October Operating Revenues (Tuit, Fees, RS)



October Operating Expenditures (Alloc, Tuit, Fees, RS)



Renton Technical College
Board of Trustees Meeting
December 11, 2019

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

SUBJECT: Board of Trustees

BOARD CONSIDERATION

X Information

Action

BACKGROUND

A. Joint Board Meeting – RTC/Puget Sound ESD

B. Mid-Year Board Retreat

C. RTC Liaison Reports

- 1) RTC Foundation Liaison – Trustee Page
- 2) Advisory Committee Liaison – Trustee Palmer

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
December 11, 2019

AGENDA ITEM: 7. MEETINGS

SUBJECT:

BACKGROUND:

The next regularly scheduled meeting of the Board of Trustees will be January 15, 2020.

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

None.

Renton Technical College
Board of Trustees Meeting
December 11, 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
December 11, 2019

AGENDA ITEM: 9. EXECUTIVE SESSION

SUBJECT: A. Action

BOARD CONSIDERATION

Information

X Action

BACKGROUND:

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
December 11, 2019

AGENDA ITEM:

10. ADJOURNMENT

SUBJECT:

BOARD CONSIDERATION

Information

X Action

BACKGROUND:

RECOMMENDATION:

Motion required.