



**Board of Trustees Regular Meeting  
Board Room I-202**

**December 18, 2012  
7:30 a.m.**

## Minutes

### 1. **CALL TO ORDER**

The meeting was called to order at 7:30 a.m. by Board Chair, Trustee Kirby Unti. A quorum was established. Trustee Unti led the flag salute.

### 2. **ADOPTION OF MINUTES**

A. Trustee Unti asked for corrections and/or additions to following minutes:

#### **November 20, 2012 Regular Meeting**

*Trustee Page introduced a motion to approve the October 16, 2012 meeting minutes as presented. Trustee Palmer seconded, and the motion carried.*

### 3. **ACTION ITEMS**

A. *Tenure Recommendation* President Hanson introduced Gary West, instructor in the Anesthesia Technician program. Mr. West is recognized by his peers as an expert in his field, having spoken at several professional events both regionally and nationally. He has established the Anesthesia Technician program as one of the premier offerings in the Allied Health Department at RTC, and has earned from that an equally outstanding reputation in the community we serve. Mr. West shared information about his history leaving the United Kingdom and coming to RTC. He thanked his tenure committee and his supervisors for their support. Following questions, Mr. West was highly commended by the trustees for his professionalism, and commitment to RTC and the students in the program, as well as his regional and national recognition in the field.

*After giving reasonable consideration to the recommendation of the tenure review committee and all other recommendations, Trustee McAbee introduced a motion that Gary West be awarded full tenure, effective December 12, 2012. Trustee Palmer seconded, and the motion carried.*

B. *TACTC Transforming Lives Award* Trustees were provided with six student nominations for the RTC Transforming Lives Award. There was discussion about the student essays and their relevance to the award criteria established by TACTC.

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*Trustee Unti introduced a motion to select Diana Fisenko as the RTC student nominee for the 2013 TACTC Transforming Lives Award. Trustee McAbee seconded, and the motion carried.*

Board Chair Unti thanked the staff involved in this process and the student government representatives for their involvement in the process of this award. He further shared a desire to discuss the establishment of a trustee scholarship. Further discussion can take place during the February retreat.

- C. *Core Theme Title Change* The committee responsible for drafting the portion of the comprehensive accreditation report that addresses the Professional-Technical core theme, has recommended a title change to *Workforce Education*. Vice President Heilstedt explained that the Professional-Technical title is too narrow in scope, and that this title change will be more representative of all career-related training conducted by the college.

*Trustee Palmer introduced a motion to change of the title of the Professional-Technical core theme to Workforce Education. Trustee Page seconded, and the motion carried.*

4. **COMMUNICATIONS**

- A. *Correspondence* There was no correspondence for public reading. Attention was called to a press release appointing Trustee Palmer to a five-year term as a King County Housing Authority commissioner.

A recent article appeared in the Renton Reporter that showcased the RTC Baking program students in preparation of the Seattle Milk Fund's CookieFest 2012.

- B. *General Information* Vice President Merrell introduced Patrice Edwards, RTC's new Grant Writer. Ms. Edwards shared her experience with the trustees and her enthusiasm for embracing the accreditation process and higher education.

- C. *Comments from the Audience* Trustee Emeritus, Don Jacobson was present at the meeting shared his history and support of the college. Trustee Jacobson was one of the original trustees for the college when it was established. His message was to never lose sight that we are training people for jobs! RTC serves a great need within the community. Board Chair Unti added that Trustee Jacobson is a passionate supporter of the college and its value within the community.

Heather Stephen-Selby, Dean of Allied Health was present and shared her congratulations to Gary West, and commended the program success rate. She thanked his supervisor, Tami Rable and his tenure committee for their commitment to the tenure process and their support of Mr. West.

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- D. *College Relations Report* A written report was provided. President Hanson reported that the Foundation Director position has been reposted, and the Communications and Marketing Director posting has closed. It is hopeful that both positions will be filled in February 2013.
- E. *Human Resource Development Report* The written report included personnel activity for the month of November, 2012. There were no questions.

5. **DISCUSSION/REPORTS**

- A. *Associated Student Government* President of the Associated Student Government, Christy Hernandez offered her thanks to the Trustees for their support with the December Food Drive for RTC students and families in need. \$1190 was raised during the last drive before winter break. The RTC campus community was also very helpful in the last week of the drive. There will be a senator push in January to attempt to get more students involved. Statewide the ASG groups are binding together to keep common messaging to our legislature.
- B. *Board of Trustees*
  - 1) *Foundation Liaison Report* Trustee Palmer reported that the College is in the process of hiring a new Foundation Director. The Foundation is working to approve a policy statement for financial investments, and the scholarship committee is working to raise funds. IAM District 751 voted to join the Bridge Building Breakfast on February 5<sup>th</sup> as a table sponsor; for \$2K. Other joint groups; Machinists Local District 160 and Aerospace Machinists Joint Apprenticeship Council (AMJTC) are also considering table sponsorships or donations to this breakfast. She encouraged fellow trustees to consider the same.
  - 2) *TACTC Winter Conference* The trustees were reminded of the January 29-30 TACTC Winter conference, and the Legislative reception on January 30<sup>th</sup>, in Olympia. All trustees indicated their intentions to attend, and will connect with Di regarding their accommodations in Olympia.
- C. *Renton Federation of Teachers* De Etta Burrell, President of the Renton Federation of Teachers was not in attendance for the meeting. A written report was shared by President Hanson. The faculty was polled regarding continuation of the trial summer schedule ran last year; 19 of 50 (38%) said yes; 6 of 50 (12%) said no; 25/50 (50%) were indifferent and would work with what is scheduled. RFT is planning to host a Legislative lunch on campus on January 4<sup>th</sup>. The message; RFT needs your support! We have 78 full-time and 71 part-time faculty members. The CTC faculty are the only group of public employees in Washington state that have not seen a step increase in pay for the last six years. The SBCTC budget addresses funding for steps, which both the CTC presidents and AFT Washington support. We want your support too. Please look for information on a few bills that will be assigned in January 2013 specific to this issue. Trustees are invited to join this luncheon.

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**EXECUTIVE SESSION** At 8:15 a.m. Board Chair, Unti called for an executive session for 30 minutes, to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price. At 8:45 a.m. the executive session was extended for 15 minutes.

The trustees returned to regular session at 9:00 a.m. and called for a five minute break.

**EXECUTIVE SESSION** At 9:05 a.m. Board Chair Unti called for an executive session for 15 minutes, to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.

The trustees returned to regular session at 9:20 a.m. *No action was taken.*

D. *Presidents Report* President Hanson shared information regarding the recent WACTC meeting held at Lake Washington Institute of Technology on December 13-14, 2012.

- The selection of capital projects is complete. RTC will not be eligible for a project on the list for two more years.
- Legislative information has been included in your materials today. Information will be conveyed that our state no longer rides in the middle of affordability; we now rank 7<sup>th</sup> in the Nation, and are getting to be an expensive system.
- Board Chair Unti and President Hanson will be meeting with President Pumphrey, of South Puget Sound Community College in early January. Dr. Pumphrey is soon to be retired and shared an interest in consulting with RTC to assist with the development of an Academic Plan.
- We continue to work with the City of Renton on the Aerospace Center. The name was recently changed to *Central Sound Aerospace Training Center*, designated as a regional training center. The plan is to partner with the Aerospace Center of Excellence, which will provide representation to the entire system. The Aerospace Center of Excellence is highly regarded, and may provide for additional funding requests in the future. The city will be requesting an additional \$10M, to allow them to build new, rather than renovate the existing building.

E. *Instruction Report* Vice President Heilstedt informed the trustees that the Learning Council met and is in the planning process for the Academic Plan. The committee will reconvene following the outcome of the meeting with Dr. Pumphrey and after the Board holds its retreat in February We are looking at near term opportunities to increase enrollment, with expansion in Allied Health, Drafting, and Information Technology planned for spring quarter. Additional opportunities are under consideration for fall quarter 2013.

F. *Student Services Report* No report

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- G. *Administration/Finance Report* As a regular report to the Board of Trustees, Vice President Merrell provided information on the revenues and expenditures for the period ending October 30, 2012.

6. **MEETINGS**

The next Board of Trustees meeting is scheduled for January 15, 2012.

7. **EXECUTIVE SESSION**

At 9:40 a.m. the trustees entered into executive session for 15 minutes to review the performance of a public employee and to discuss with legal counsel matters involving attorney/client privilege.

*The Board of Trustees returned to regular session at 9:55 a.m.*

8. **EXECUTIVE SESSION**

- A. As a result of matters considered or discussed in the previous executive session, the following action was taken:

*Trustee SenGupta introduced a motion to approve Resolution 12-12-2; Authorizing Indemnification of Steve Hanson, President of Renton Technical College. Trustee McAbee seconded, and the motion carried.*

9. **ADJOURNMENT**

*It was moved by Trustee Unti to adjourn the Board of Trustees' meeting at 9:57 a.m. Motion carried.*

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KIRBY UNTI, Chair  
Board of Trustees

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STEVEN J. HANSON, President  
Board of Trustees