



*Renton Technical College*

**Board of Trustees  
Regular Meeting  
Roberts Campus Center Board Room, 202  
December 13, 2011 - 4:00 p.m.**

**Minutes**

1. **CALL TO ORDER**

The meeting was called to order at 4:00 p.m. by Board Chair, Trustee Tyler Page. A quorum was established. Trustee Page led the flag salute.

2. **ADOPTION OF MINUTES**

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

**November 15, 2011 Regular Meeting** - Trustee Unti made a motion to approve the November 15, 2011 regular meeting minutes as presented. The motion was seconded by Trustee Palmer, and the motion carried.

3. **COMMUNICATIONS**

A. *Correspondence* There was no correspondence for public reading.

B. *General Information*

- The Associated Student Governments of all Community and Technical Colleges are uniting their voices to send a message to our legislators. RTC's ASG students produced a video; the message "Don't Cut Community & Technical College Education. It's the solution for the future!" The video highlighted RTC students in their respective classrooms speaking in a collective voice: "Don't Cut Us!" The video is very effective and has received high accolades from many. To date the video has received about 1500 hits on u-tube.

<http://www.youtube.com/watch?v=0iKGdkZHF64>

C. *Comments from the Audience* There were no comments from the audience.

4. **TRUSTEES**

A. *Tenure Recommendations* Board Chair Page asked the trustees if there were any questions relative to the faculty presented for tenure advancement.

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After giving careful consideration to the recommendations of the tenure review committee and all other recommendations, it was moved by Trustee Palmer and seconded by Trustee Unti that Motoko Nakazawa-Hewitt and Gary West be promoted from the second to the third year of probation effective April 2, 2012. Motion carried.

- B. *Air Washington Contract* Although the Air Washington contract had not been received, information was shared during the November 15, 2011 meeting. Vice President Heilstedt clarified the terms of the contract and it was submitted for Board approval. It was moved by Trustee SenGupta and seconded by Trustee McAbee to approve the Air Washington contract as presented.
- C. *Trustee Bylaws* An amended draft of the Trustee Bylaws was presented for approval. The meeting dates were changed from the second Tuesday to the first Tuesday of each month, beginning in January 2012. A motion to approve the Bylaws as presented was made by Trustee Unti and seconded by Trustee Palmer. Motion carried.
- D. *TACTC Transforming Lives Award* Board Chair Page described the *TACTC Transforming Lives Award* and the award criteria for the nominations. Five student essays were sent to the trustees prior to today's meeting. After much discussion and deliberation, Trustee McAbee made a motion to award applicant #5 with the *TACTC Transforming Lives Award* nomination from RTC. The motion was seconded by Trustee SenGupta and the motion carried.
- E. *ASG Constitution and Bylaws* Vice President Pelkey informed the trustees that the ASG students have been working diligently on their Constitution, Bylaws and Financial Code. He explained student fees, their intended usage and how they are segregated. The language in both documents is straight forward, and derived from standard State language. Presented for approval are the ASG Constitution and Bylaws. Trustee SenGupta made a motion to resoundingly approve the Constitution and Bylaws as presented by the Associated Student Government. The motion was seconded by Trustee Palmer, and the motion carried.
- F. *Tenure Buyout/Early Retirement Option* President Hanson shared the background associated with the offer of Tenure Buyout/Early Retirement option to the RFT membership. The plan would allow a savings if a faculty member retired and didn't need to be replaced. If a replacement was necessary, the new faculty member would be hired at the lower pay rate. The agreement presents an opportunity of good grace. If approved by the Trustees, the agreement requires ratification by RFT. A motion was made by Trustee Palmer to approve the Tenure Buyout/Early Retirement Option as presented. The motion was seconded by Trustee SenGupta and the motion carried.
- G. *TACTC Winter Conference* Board Chair Page informed the trustees about the TACTC Winter Conference dates; January 22-23, 2012 scheduled at the Red Lion-Olympia. Further, in conjunction with the conference a co-op Legislative Dinner is planned for Monday, January 23<sup>rd</sup> at the Water Street Café in Olympia. Please inform Di

if you plan to attend. All trustees indicated they were available to attend both the TACTC Winter Conference and the scheduled Legislative Dinner.

5. **PRESIDENT'S REPORT**

- A. *State Budget Update* President Hanson updated the trustees on the State proposed Budget. The Governor proposed a temporary half-cent increase in the state sales tax, would generate \$494 million in new revenue this biennium. The new revenue would be used to buy back the \$160 million cut to the higher education institutions, as well as cuts to K-12 (\$251 million), long-term care and developmental disability services (\$42 million), and public safety (\$41 million). The legislature did not embrace the Governor's proposal in the special session. Instead, the legislative action in the special session addresses \$480 million of the \$1.6 billion biennial shortfall. This leaves the remainder of the shortfall to be addressed in the regular 60-day session. We are hearing high support for higher-education. The Governor proposed no cut to the State Need Grant. President Hanson shared copies of the SBCTC's 2012 Legislative Agenda.
- B. *Legislative Luncheon* On December 12<sup>th</sup> RTC co-hosted a legislative luncheon in Olympia with Green River and Highline Community Colleges. Many legislators were present, as well as Trustees Page and McAbee. RTC's name is well known in Olympia; the 737 MAX also plays a factor in that.
- C. *Overarching Strategies* President Hanson shared a draft of RTC's Overarching Strategies for 2012-2016 and the Mission, Vision, Values, Core Themes and Goals statement. As the college addresses Core Themes, Objectives and Strategies the topic of innovation has continually surfaced. It has created stimulating discussions. The ultimate goal is to align the Strategic Goals with the Mission and Core Themes.
- D. *WACTC Report* President Hanson reported on the WACTC meeting held at Bates Community College on December 8-9, 2011:
- Use of College Facilities for First Amendment Rights was discussed. Dave Stolier, Sr. Assistant Attorney General has offered a template/model college policy. President's cabinet will discuss and make a recommendation.
  - Higher Education Steering Committee - In 2011, legislation was enacted that created a Higher Education Steering Committee. Charlie Earl, the Executive Director of the State Board, and David Mitchell, the president of Olympic College, served on the committee. The Steering Committee reviewed the coordination, planning, and communication for higher education and looked at the functions and purpose of a new organization to replace the Higher Education Coordinating Board when it is abolished effective July 1, 2012. The committee's final report recommends the formation of an Office of Student Achievement to replace the Higher Education Coordinating Board and the Office of Student Financial Assistance (created in 2011). The report recommends the creation of an Advisory Board to the Office of Student Achievement to provide advice on strategic planning, to facilitate communication among agencies and institutions, and to improve transitions for students.

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- There is discussion about increasing the \$25 adult basic education fee to \$50; which could generate \$1.3 million system wide.
- Efficiency Study Report – In 2010, legislation was passed that called on the community and technical colleges system to find efficiencies that both reduce costs and improve the quality of education and job preparation for students. The legislation called for three reports: an initial report on efficiencies that was completed in 2010, a second to be submitted in December of this year that will address new and expanded efficiency efforts, and a report next year that will address possible governance changes that may increase efficiency. President Hanson provided an overview of the report being submitted this month, including potential legislative reactions to the report. WACTC is not planning to make a recommendation about closing colleges.
- There are pros and cons about becoming taxing authorities. The Presidents agreed that we should not pursue this option at the present time.
- ctcLink - President Hanson provided an update on ctcLink, which is moving forward with a very aggressive timeline. (ctcLink will replace a cumbersome, 30-year-old core student information system, finance system and human resource management system.) The plan is to develop an RFP and select a vendor by August 2012.

6. **INSTRUCTION**

- A. *Education Today: Anywhere, Anytime* Online education at RTC gives students increased options for fitting their education into lives that include families and work responsibilities. Dean of Business, Education and Technology, Peggy Moe provided a comprehensive presentation and overview of online course offerings in general education and professional-technical programs. She outlined the increased online enrollments since 2003, and the varied educational opportunities. A demonstration of the on-line software platform; Angel was also presented. The integrity of proctored finals has improved.

7. **RENTON FEDERATION OF TEACHERS**

- A. *Faculty Activities* Rick Geist, president of the Renton Federation of Teachers informed the trustees that the faculty would be discussing the Tenure Buyout on Friday. AFT/RFT took the ASG students to Olympia. The RTC student video had a great impact on the Ways and Means Committee. There is hope to complete negotiations by January. The faculty is waiting to hear more about the new budget.

8. **STUDENT SERVICES**

- A. *Enrollment Report* Vice President Pelkey shared a newly revised and updated enrollment report dated 12/12/2011. State FTE is down, down slightly in Worker Retraining, and down in Grants. Most reductions to FTEs are intentional. Enrollment management was discussed. There are no surprises in the numbers reported; we are in good shape.

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9. **COLLEGE RELATIONS**

- A. *Public Information*                      The monthly public information was included in the board packet.

10. **ADMINISTRATION/FINANCE**

- A. *Operating Funds Budget Status Report*                      As a regular report to the Board of Trustees, Vice President Merrell provided information on the revenues and expenditures for the October 30, 2011.

11. **HUMAN RESOURCE DEVELOPMENT**

- A. *Administrative Report*                      Director of Human Resource Development, Glenda Mullowney reviewed with trustees the personnel activity for the period ending November 30, 2011.

12. **EXECUTIVE SESSION**

At 7:10 p.m. Board Chair Trustee Page announced that the Board would move into executive session for 10 minutes to review the performance of a public employee. At 7:25 p.m. the executive session was extended for 5 minutes, and at 7:30 p.m. the trustees returned to regular session.

A motion was made by Trustee Unti and seconded by Trustee McAbee to approve President Hanson's goals for 2011-12. The motion carried.

13. **MEETINGS**

The next Board of Trustees Meeting is scheduled for January 3, 2012.

14. **ADJOURNMENT**

It was moved by Trustee Page to adjourn the Board of Trustees' meeting at 7:34 p.m. Motion carried.

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TYLER PAGE, Chair  
Board of Trustees

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STEVEN J. HANSON, President  
Board of Trustees