



**Board of Trustees
Regular Meeting
Roberts Campus Center Board Room, 202
September 13, 2011 - 5:00 p.m.**

Minutes

BOARD STUDY SESSION

Student Success: Policies, Strategies and Indicators Research and Development Director, Chris Johnson presented an overview on measures relative to Student Success. Each Core Theme includes direct or indirect student success measures/indicators. Objectives and key performance indicators measure mission fulfillment, and serve as a conduit for more detailed targeted areas of institutional measurement. Further discussion included accreditation, key concepts, tools to track student success, external drivers and future development.

REGULAR MEETING

1. CALL TO ORDER

The meeting was called to order at 5:04 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:

August 9, 2011 Regular Meeting - Trustee Little called for a correction to the minutes; Page 3, item D, the ACCT Annual Leadership Congress is being held in Dallas, Texas. The correction was noted. Trustee Little made a motion to approve the August 9, 2011 special meeting minutes as amended. The motion was seconded by Trustee Unti, and the motion carried.

3. COMMUNICATIONS

A. *Correspondence* President Hanson called attention to a letter of support and partnership from the Workforce Development Council of King County (WDC), as well as a list of contributions made by the WDC to CTC's during the past year. RTC received the second highest contributions within the system.

BOARD OF TRUSTES MEETING
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A letter from Dave Stolier, Senior Assistant Attorney General introduced RTC's new Assistant Attorney General, Cheryl Bateman. Cheryl has been with the Seattle Education Division team since 2005, and also serves Bellevue College and Green River Community College. On behalf of the board of trustees and Renton Technical College, Board Chair, Trustee Page welcomed Ms. Bateman to RTC.

- B. *General Information* There was no general information presented.
- C. *Comments from the Audience* There were no comments from the audience.

4. **TRUSTEES**

- A. *Trustee Goals* During the Board Retreat on August 9th, the trustees developed a list of strategies from a review of the Board self-evaluation. Trustees Little and McAbee agreed to develop goals from these strategies and bring back to the trustees for discussion. The draft document was developed but not distributed. Trustee Page shared a draft that he had developed. Trustees Little and McAbee will meld the two drafts and distribute to the trustees, and President Hanson. Further discussion and goal setting will continue.
- A. *Presidential Goals* Following the Board Retreat and President Hanson's evaluation at the August 9th meeting, Trustees Little and McAbee volunteered to blend the evaluation comments from the trustees and President Hanson's self-evaluation, to determine Presidential goals for 2011-12.

EXECUTIVE SESSION

At 5:18 p.m. Board Chair Page announced that the trustees would move to executive session for 15 minutes to discuss the performance of a public employee. At 5:30 p.m. the trustees returned to regular session.

- B. *Board Policy Revision EL-2* A revision to policy EL-2 was recommended by the Assistant Attorney General's office. Trustee Unti made a motion to approve the revision to Board Policy EL-2; Treatment of People as recommended. The motion was seconded by Trustee Sen Gupta, and the motion carried.
- C. *Welcome Back Meeting* Board Chair Page informed the trustees of the Welcome Back meeting scheduled on September 15, 2011. Trustees Page and McAbee both indicated they planned to attend.
- D. *TACTC New Trustee Orientation* Board Chair Page announced that our not-so-new, Trustee McAbee will finally get the opportunity to attend the New Trustee Orientation scheduled on September 22, 2011, in Olympia. President Hanson will accompany Trustee McAbee to the orientation.
- E. *ACCT Annual Congress* The TACTC Association has agreed to sponsor the travel for Trustee Little to attend the ACCT Annual Congress in Dallas, Texas October 12-15, 2011.

5. **PRESIDENT'S REPORT**

A. *Aerospace Update* President Hanson shared a report regarding his aerospace involvement and the activity within RTC, as well as community and state endeavors:

- Aerospace training at RTC – We are partnering with the Washington Aerospace Training and Research Center to deliver training for entry-level jobs for assembly mechanics. Our first cohort is in the process of completing the online portion of the curriculum and will begin hands-on training at RTC in October. We are partnering with Boeing to provide a tour of the training lab in conjunction with the legislative reception hosted by RTC for the Renton Chamber of Commerce on October 6th. The tour will be from 6:00 – 6:30 p.m. and the reception will begin at 6:30 p.m. President Hanson encourages the trustees to join the reception.
- Aerospace Futures Alliance (AFA) serves as an advocate for the aerospace industry in Washington State, and is actively involved in promoting legislation that supports the aerospace sector. The AFA is also sponsoring the annual Governor's Aerospace Summit being held this year at the ShoWare Center on September 14 and 15. President Hanson will be participating on a panel facilitated by Jeff Marcel, President of enterpriseSeattle. The theme of the panel is "Innovative Approaches to Growing and Serving our Aerospace Industry."
- Project Pegasus is an ad hoc group that was formed by Governor Gregoire to promote the state's aerospace industry, headed up by Tayloe Washburn, a partner in the law firm Foster Pepper. The immediate goal of Pegasus is to ensure that the re-engined 737 is built in Washington. The long-term goal is to strengthen our position as the No. 1 aerospace cluster in the U.S. President Hanson is a participant of the working group that is drafting the workforce development/education plan for Pegasus, and also participates in the King County group that is working with Pegasus, enterpriseSeattle, and the King County executive to ensure that the 737 MAX is built in King County.
- RTC is a Silver Sponsor for Washington's Aerospace Job Opportunity and Career Expo to be held at the Lynnwood Conference Center on September 23rd. Workshops will be available during the event to help prepare students and job seekers for program entry and/or actual job application and successful resume writing. We are also co-sponsoring the President's Reception on the evening of the 22nd.
- Active involvement continues with the Aerospace Curriculum Alignment Team directed by Michael Greenwood, the Boeing lead for the Team and Mary Kay Bredeson, Director of the Center of Excellence in Aerospace and Advanced Materials. The purpose of the alignment is to ensure close alignment between the employment needs of the aerospace industry and the production of skilled mid-level workers.
- President Hanson also continues his involvement on the Governor's Aerospace Council.

6. **INSTRUCTION AND STUDENT SERVICES**

- A. *Summer and Fall Enrollments* Vice President, Pozega and Vice President Heilstedt provided information on college enrollment and information regarding program capacity, enrollment opportunities and enrollment information for fall quarter 2011-12. A clarification of headcount versus FTE and program capacity was presented, as well as maximum enrollment, new students, returning students and total enrollment. The 2011 graduation produced a record 1730 graduates. A detailed look at enrollment by program was also discussed. With the completion of offerings in the LPN program, and program changes in the Nursing Assistant program from three-sections last year, to one-section this year, we may have a more difficult time in reaching our allocation of 3900 FTEs. Gen Ed and Basic Studies classes are very important components in assisting RTC in reaching our allocation target.

7. **RENTON FEDERATION OF TEACHERS**

- A. *Faculty Activities* Rick Geist, president of the Renton Federation of Teachers spoke about summer travel where he encountered infrastructure projects and the lack of skilled workers to fill employer needs. He offered a suggested read: *Shop Class As Soulcraft*; written by Matthew B. Crawford. Based on his own experience as an electrician and mechanic, Crawford makes a case for the kind of work that requires mastery of real things, seeking to restore the honor of the manual trades as a life worth choosing.

8. **COLLEGE RELATIONS**

- A. *Public Information* Information was provided in the board packet on recent press releases, media releases, publications, advertising/marketing, community relations and Foundation highlights. President Hanson will ask Susanna Williams, College Relations/Foundation Director to attend the next Board of Trustees meeting to share a Foundation report.

9. **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 periods May 31, and June 30, 2011. She detailed numbers and variances for both months.
- B. *Final Fund Balance Report* Vice President Merrell provided information related to the fund balance for fiscal year 2010-11.

10. **HUMAN RESOURCE DEVELOPMENT**

- A. *Administrative Report* Director of Human Resource Development, Glenda Mullowney reviewed with trustees the personnel activity for the periods ending June 30, July 31, and August 31, 2011.

11. **EXECUTIVE SESSION**

At 7:28 p.m. Board Chair Trustee Page announced that the Board would move into executive session for 15 minutes to consider the selection of a site or the purchase of real estate. The trustees returned to regular session at 7:43 p.m.

12. **MEETINGS**

The next Board of Trustees Meeting is scheduled for October 11, 2011.

13. **ADJOURNMENT**

It was moved by Trustee Page to adjourn the Board of Trustees' meeting at 7:44 p.m. Motion carried.

TYLER PAGE, Chair
Board of Trustees

STEVEN J. HANSON, President
Board of Trustees