

Hybrid Annual Retreat: Board Room (I-204)

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Hybrid Regular Meeting: Culinaire Room (I-108)

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I. SPECIAL MEETING

Information/Action/Presenter

1. Call to Order 9:30 A.M.
2. Board Retreat Board Chair Jessica Norouzi
 - A. 2023-2024 Board Self-Evaluation Dr. Yoshiko Harden
 - B. 2024-2025 Board Goals
 - i. President's Draft Goals
 - ii. Establish Board Goals

LUNCH BREAK

12:00 P.M. – 1:00 P.M.

3. EXECUTIVE SESSION

- A. An Executive Session will be called to review the performance of a public employee (RCW 42.30.110).
- B. Announcement of time Executive Session will conclude.

BREAK

2:30 P.M. – 3:00 P.M.

II. REGULAR BOARD MEETING

Information/Action/Presenter

1. Call to Order 3:00 P.M.
 - A. Notation of Quorum
2. Adoption of Minutes
 - A. June 16, 2024 – Regular Meeting Action
 - B. July 23, 2024 – Special Meeting Action
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
 - A. President Contract Addendum

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| 5. Discussion/Reports | Information |
| A. President’s Report | Dr. Yoshiko Harden |
| B. Financial/Budget Status | Vice President Jacob Jackson |
| 6. Board of Trustees | |
| A. Annual Board Meeting Schedule 2025—Draft | First Review |
| B. Board Budget | |
| 7. Meetings | |
| A. Regular Board Meeting – October 16, 2024 | |
| 8. Adjournment | Action |

Renton Technical College
Board of Trustees Meeting
September 18, 2024

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

SUBJECT:

BACKGROUND:

<p>BOARD CONSIDERATION</p>

<p><input checked="" type="checkbox"/> Information</p>
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<p><input type="checkbox"/> Action</p>
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Board Chair Norouzi will carry out the Notation of Quorum and call the meeting to order.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
September 18, 2024

AGENDA ITEM: 2. ADOPTION OF MINUTES

SUBJECT:

BACKGROUND:

The following meeting minutes are attached for approval by the Board of Trustees.

- A. June 12, 2024 Special and Regular Meetings
- B. July 23, 2024 Special Meeting

BOARD CONSIDERATION	
	Information
X	Action

RECOMMENDATION:

Approval as presented.

I. STUDY SESSION

11:30 A.M.

1. Call to Order

Chair Frieda Takamura called the meeting to order at 11:30 A.M. and noted a quorum.

2. Public Comments

There were no public comments.

3. RTC Foundation Quid Pro Quo

Jacob Jackson, Vice President of Administration and Finance, walked the group through the foundation Quid Pro Quo salary and support expenditures for FY24-26. VP Jackson briefed the group on salary and benefits costs, increases due to cost of living (COLA) increases. The ask is for approval at \$420,000. Because the Foundation fundraises for RTC, RTC covers space and utilities costs. There will be another Quid Pro Quo for FY27 due to future funding costs. This is a common agreement between foundations and institutions.

4. Building H Remodel

In 2017, RTC submitted a request to replace the Allied Health building. RTC purchased the lot across the street with plans for building, but those plans coincided with COVID and were put on hold. VP Jackson met with Allied Health and the architect to brief the group on the process for the Building H remodel and addressed faculty concerns. Faculty concerns primarily related to equipment and utilities. Class locations and all-gender bathrooms are both on the list of high priorities for the Building H remodel. The report to the Office of Financial Management (OFM) is due on June 30. The Department of Enterprise Services (DES) is involved in making comments on the draft of the remodel for OFM approval. About 60% of classroom space across the college is currently not utilized. The plan is to utilize other spaces while the remodel is occurring.

5. Strategic Equity Plan

James Whitfield and Kristen Whitfield of Be Culture presented on the Strategic Equity Plan (SEP). Katherine Hansen, Executive Director of College Relations and Marketing, updated the introduction, the equity core value definition has been updated per the Board's request, and objectives were added to the goals. The mid-cycle accreditation visit drove adding the objectives, which are carried over from the Bridge Plan. The activities will follow, as will implantation considerations. Following adoption of the SEP, the college will review and update indicators and determine department- and team-level actions. Accreditation feedback will be integrated into

the SEP, which has begun with faculty professional development. Chair Takamura asked about the timeline. Having a timeline can create rigidity that impedes progress. Sequencing matters more than timeline because there are specific outcomes that need to be reached before moving forward. Vice Chair Jessica Norouzi asked about the SEP framework versus implementation. Be Culture will provide implementation guidance which will not go to the State Board, whereas the SEP will be filed with the State Board.

II. EXECUTIVE SESSION

1. An Executive Session will be called to review the performance of a public employee for purposes of Tenure, in accordance with the Open Public Meetings Act (RCW 42.30).

At 2:45 P.M., the executive session was extended for five minutes until 2:50 P.M. At 2:50 P.M., the executive session was extended for five minutes until 2:55 P.M.

2. The executive session concluded at 2:55 P.M.
3. Return to Open Session

III. MEETINGS

1. Regular Board Meeting – June 12, 2024 at 3:00 P.M.
The next regular Board meeting is scheduled for June 12, 2024 at 3:00 P.M.

IV. ADJOURNMENT

There being no further business, Trustee Debra Entenman motioned to adjourn the Board of Trustees meeting at 2:55 P.M. Vice Chair Norouzi seconded, and the motion carried.

V. REGULAR BOARD MEETING

1. Call to Order
Chair Takamura called the meeting to order at 3:05 P.M. and noted a quorum.
2. Adoption of Minutes
 - A. May 15, 2024 – Special Session and Regular Meeting
Trustee Zappone introduced a motion to approve the minutes for the regular meeting held on May 15, 2024. Trustee Tim Cooper seconded, and the motion carried.
3. Communications
 - A. General Information/Introductions
Christina Solis, Director of Financial Services in the Business Office. Majdi Alhurimy is a Certified Public Accountant and is the Accounting Manager. He's

very happy to be a part of the RTC team and is happy for the warm welcome. John Henry Whatley introduced Bob Lange, the new Director of IT Services. Bob Lange has been at RTC for three days and is already enjoying being part of the team. He comes from Cleveland and will move to Washington from Florida soon. He appreciates the warm welcomes. Lesley Hogan introduced Crystal Dumo, the new HR Assistant. Crystal says she's happy to be here and grow out the department.

B. Correspondence

At the last Board meeting, the Board asked for an update on the McCarthy Bridge Grant. This has been a collaboration between the Foundation and many departments, such as College and Career Pathways (CCP) and Student Services. There is a ten-year time horizon for the \$1.6M invested from the McCarthy Bridge Grant. Every year the Foundation pulls \$160k and funds CCP students. There is a low-barrier application process, and funds remove college entry costs. This is open to all CCP students and incentivizes students to use the grant within four quarters, which is backed by research that shows that students who stay in college have better success records. The first year of data shows an 82% transfer rate, a 52% completion rate, a 66% retention rate over all, and a 76% persistent rate (meaning, students who are still enrolled), with 80% being students of color.

Students are choosing to transfer to Health and Human Services, Business Management, IT, and Advanced Manufacturing. 89% of currently awarded students were students of color. Self-identifying students report being 59% women. The Foundation uses the Scott money to incentivize donors to match funds. This year, there was over \$168k in matching, but one-third of that was returned, unused funds. Students who completed certificate programs of less than two-years and transfer students may have had returned funds. This year, there was a Fund-A-Dream effort, which brought in almost 30% of funds. The Foundation is currently at 72% of their goal.

The Foundation learned that navigation and advising for student support matters. Students prefer short-term credentialing, with over half of students earning a certificate in the first year. There are talks about expanding the bridge courses. CCP instructors have been main messengers for this grant—Thank you! There are some cultural and language barriers that need to be addressed. Changes in the works for this grant include funding for the first two quarters and capping the grant at \$4,000 per student in order to ensure that 50+ students receive funds. The \$4,000 grant amount is more sustainable. Adding navigation and advising staff, as well as focusing on preparing students to move forward.

C. Public Comments from the Audience

Public comments were received from Trevor Donahue, a Culinary Arts student, Tony Parker, a Culinary Arts Faculty member, and Michael Eades, a Culinary Arts student regarding the Culinary Arts program.

D. Student Leadership

Student Government this year was very active, starting with a Trunk-or-Treat Halloween event. There was a Harvest Brunch in November that was successful and encouraged the Associated Student Government (ASG) to hold more events. In Winter, there was an ASG Meet and Greet, followed by Dr. Martin Luther King, Jr. Day events, which included a visit to the Northwest African American Museum and community-building. In February, there was a great turn out for the Lunar New Year Celebration. There was also a keynote by Aaron Dixon, one of the founders of the local Black Panthers Movement. In Spring, students attended the Student of Color Conference. Unity Fest was a big success with a high turnout. Established and new clubs are coming in Fall 2024. Phi Theta Kappa is out of hiatus, and back! ASG funding for 2023-24 included Gala support, a new ID printer in the Learning Resource and Career Center, a new color printer in the Testing Center, two new computers and purchase of multi-factor authentication keys for student use, self-defense partnerships, the Horn Health Club Conference and hotel, the Land Surveying Conference and Hotel, and the Cascadia JavaScript Conference.

E. Renton Federation of Teachers

Donna Maher, President of the Renton Federation of Teachers (RFT) gave an update. Bargaining has finished and RFT is looking forward to a positive vote. As a legislation update, there is a pay equity bill and the American Federation of Teachers—Washington is asking for the funding for adjunct faculty to be fully-funded. RFT is also in support of a legislative proposal that ensures that adjunct faculty know that they are benefits-eligible and that non-instructional time can be counted with benefits. One of the problems with adjuncts applying for unemployment is that they are often denied in error. RFT wants to change that and make sure that all faculty who are eligible can apply for unemployment, which means watching for denials and taking care of errors. K-12 has increased salaries as well, and RFT would like to see that addressed as well in the rest of this legislative session.

RFT has several other issues they would like to address. Some of those have to do with following the contract. The Deans tend to not follow the contract, and that's a problem. Sometimes it's a big deal and impacts reimbursement and instruction. RFT will follow up in fall and you will hear more about the responsibilities of the Dean. For faculty, tenure is a three-year long process to get through. RFT wants to make sure that the process is timely and efficient, that

new committee members know who is assigned to what committee and that is done quickly.

F. Written (and video) Communication Reports

4. Action Items

A. Tenure Advancements

Trustee Debra Entenman noted that there was a robust discussion of tenure candidates. She expressed thanks for the time and thought involved in putting the tenure books together, and for the tenure committees for supporting their colleagues. Chair Takamura stated that tenure is an investment in the future of RTC/

i. Advancements from First to Second Year Status:

*After considering the recommendation of the tenure review committee and all other recommendations, Vice Chair Norouzi moved that **Kaushal Sharma** be promoted from first year to second year status. Trustee Cooper seconded, and the motion carried.*

ii. Advancements from Second to Third Year Status:

*After considering the recommendation of the tenure review committee and all other recommendations, Trustee Cooper moved that **Kobi Amo-Mensah** be promoted from second year to third year status. Trustee Entenman seconded, and the motion carried.*

iii. Advancements from Third Year to Tenure Status:

*After considering the recommendation of the tenure review committee and all other recommendations, Vice Chair Norouzi moved that **Samuel Woldemariam** be awarded tenure. Trustee Cooper seconded, and the motion carried.*

iv. Extension:

*After considering the recommendation of the tenure review committee and all other recommendations, Trustee Zappone moved to approve a two-quarter extension for **David Wynne's** tenure-track appointment. Vice Chair Norouzi seconded, and the motion carried.*

B. 2024-2027 RFT Contract

Lesley Hogan, Vice President of Human Resources, provided an update on the RFT Contract. Conversations started in 2023. There were 24 tentative agreements of material substance. The RFT Team included Cheryl Stover, Donna Maher, Michele Lesmeister, Fathi Killi, and Elisa Westcrook. The RTC team included VP Jackson, Executive Director Doris Martinez, VP Hogan, Dr. Stephanie

Delaney, and Dean Ali Cohen. Thank you to Lindsay Johnson, Executive Assistant of Instruction, for her support with the contract.

VP Hogan walked the group through changes including credit changes, addition of primary responsibilities for the mental health professional, the importance of community activity, and language around performance and behaviors was clarified. An adjunct faculty program coordinator position has been created to address an ongoing issue with single department adjunct faculty who also have administrative work to do. There has been clarity added around professional development and professional development leave (which is not a sabbatical because it is unpaid). The new contract incorporates new skill standards and aligns with both the State Board and the new Strategic Equity Plan (SEP). Additional clarifying language about the new salary schedule aimed at helping faculty understand steps and step adjustment is included. Early retirement notification and stipends were updated to reflect an increase. Additional compensation that is clearly above duties discussed in Article 6.10 was added. The new salary table is in Appendix A, and the way that credits are administered for adjunct faculty have been capped. Other Appendix changes include updating the programs, sunsetting the COVID stipend and behavioral health task force MOUs, and adding the MOU for the Skill Standards Taskforce.

After considering the recommendation presented to the Board, Trustee Zappone moved to approve the Renton Federation of Teachers Contract for 2024-2027 as presented. Trustee Cooper seconded, and the motion carried.

C. RFT High Demand/High Wage Provision MOU

VP Hogan presented the High Wage/High Demand Memorandum of Understanding. In 2020, there was legislation that set aside dollars to incentivize faculty to compete with industry wages. This provision is negotiated between the College and RFT annually. This year, there was a request by the union to broaden high demand programs, and so three new tiers were created.

After considering the recommendation presented to the Board, Trustee Entenman moved to approve the Renton Federation of Teachers High Demand/High Wage Provision Memorandum of Understanding as presented. Vice Chair Norouzi seconded, and the motion carried.

D. Strategic Equity Plan Approval

President Yoshiko Harden briefed the group on the Strategic Equity Plan (SEP) process, which included the SEP Steering Committee.

After considering the recommendation presented, Trustee Entenman moved to adopt the Strategic Equity Plan, as presented. Vice Chair Norouzi seconded, and the motion carried.

E. Foundation Quid Pro Quo

VP Jackson presented the Foundation Quid Pro Quo. There is mutual benefit to this relationship in that the Foundation raises funds for RTC and RTC provides cost coverage for space and utilities. The Quid Pro Quo amendment covers increased salaries and benefits due to the general wage increase.

After considering the recommendation presented, Trustee Cooper moved to approve the Renton Technical College-Foundation Quid Pro Quo document, as presented.

F. FY25 College Budget Approval

VP Jackson provided an update on the FY25 Revenue Forecast. Next year, RTC anticipates an increase of allocation of \$750k from last year, as well as an increase on earmarks and provisos of \$2.3M. RTC is looking at a \$3.1M revenue increase. Tuition is being budgeted flat, with flat student fees. There is a \$1M increase in Running Start and High School Completion. There is a \$100K increase in enterprise, a \$200K increase in Scott Donation, and a \$27k increase in the Innovation Fund. Looking at tuition predictions: General Education will be down to flat; CCP will be slightly down, as will Prof Tech; and Supplemental will stay flat. This is a very conservative projection that enrollment will likely exceed. However, enrollment is still down by over 500 tuition-paying FTE.

Looking at all revenues for the FY25 forecast, RTC is looking at an increase of about \$5.3M. The state allocation is about 64% of total revenue, with tuition being 12%, fees being 5%, and grants and contracts being 8%. Compared to the system as a whole, RTC is significantly more reliant on state allocation due to tuition collection being down due to lower enrollment. Salaries are increasing by about \$2.7M, which includes wage increases and new positions. With benefits, there will be about a \$3.9M increase. The majority of FY25 expenditures will be in goods and services. Travel is increasing by \$34K, Capital Expenditures are increased by \$19K, Financial Aid will increase by \$111K, and Debt Services will increase by \$196K. There are no more planned transfers. VP Jackson walked the group through the Board Reserves, which total \$12M. The Innovation Fund will be paid back. There is \$9M cash in bank and \$12M in investments. Over the last five years, RTC has doubled the amount of money in cash and investments. The ask today is that the Board allows pulling \$719K to balance the budget. The current reserve is sitting at just over \$3.2M. Vice Chair Norouzi thanked RTC for all the work diversifying funding streams. Trustee Cooper expressed concern

that the next three fiscal year budgets could totally deplete the Board reserve funds.

After considering the recommendation presented to the Board, Trustee Cooper moved to approve the FY25 college budget, as presented. Vice Chair Norouzi seconded, and the motion carried.

G. FY25 Student Leadership Budget Approval

Associate Dean Wade Parrott III gave an update on the budget. The current ask has increased about \$2k. There is more demand for clubs, and so the budget for that line has increased. Budgeting for Merit groups has gone down to reflect usage, however Merit groups may still request more funds.

After considering the recommendation presented to the Board, Trustee Entenman moved to approve the FY25 Student Leadership budget, as presented. Trustee Zappone seconded, and the motion carried.

H. Innovation Fund Approval

VP Jackson provided background on the Innovation Fund. The Innovation Fund was created in 2022 along with the creation of three other funds. The Innovation Fund allows the college to come to the Board of Trustees to request money that will be paid back to the Board. This has been past practices for positions as well as equipment. This year, the requests are for two years of funding each for a Project Manager who will help with curriculum changes, program viability, and more; and a Project Coordinator for Continuing Education. These are college employees with positions that will be posted as funded for two years.

After considering the recommendation presented to the Board, Trustee Cooper moved to approve use of the Innovation Fund, as presented. Trustee Zappone seconded, and the motion carried.

5. Discussion/Reports

A. President's Report

Dr. Yoshiko Harden delivered her report, in which she recapped the last nine months and expressed gratitude for the campus community.

Where did the academic year go? We did a lot in the last 9 months. The continued progress and enrollment growth is very positive. We aren't meeting our district enrollment allocation base, but we are moving in the right direction. Looking ahead to fall, enrollments are trending in a positive direction. Cybersecurity is trending towards a full enrollment for Fall. The launch of the Renton Promise (RP) program with 120 students is big and we're on the path for strong enrollment for RP in Fall. We grew DEI from an office to a division and are

looking forward to the opening of the Multicultural center. We had a great mid-year cycle accreditation visit. Campus beautification and modernization is ongoing. Thank you to Bo and volunteers for the Career Fair. Kelli Lugtu successfully launched 25Live. The Business Office reorganized. Campus Technology is continuing its update. Shout out to Communications and Marketing for their work on the website and Student Services for all their work this year. Kudos for the National Science Foundation Award. We also had SEP activities. Recently, we had the 2024 RTC Exceptional Employee Awards—thank you to Chair Takamura and Trustees Entenman and Cooper for attending! Thank you to Dr. Stephanie Denaley, the Vice President of Instruction, for a great second annual Best Practices Showcase. Carrie Shaw coordinated meetings with donors including PACCAR. Big up to Carrie for renewing her Certified International Fund Raising credential! The Instructional IT space is ahead of schedule, and we're continuing to work with DES to revamp Enrollment Services areas. As a system, legislative priorities appear to be funding general wages and help with our local funding needs. The system also looked at funding adjunct faculty at a larger amount. Thank you, everyone, for a fantastic year! We look forward to celebrating with you at the President's Reception before Commencement at 3:30pm on June 21 at the second floor of ShoWare!

B. Financial/Budget Status

VP Jackson provided an update on the Budget. Revenue collection so far is at \$40M with 95% collection, which is slightly ahead. RTC will collect slightly more than anticipated. Looking at expenditures, RTC is currently slightly under where it should be, with the biggest expenditure being salaries and benefits, and goods and services being over. The year started at about \$18.7M in cash and investments and ended in \$22.2M in April. Enrollment for spring is trending well. Overall enrollment is 9% above where it was last year and tuition-paying enrollment is about 25% above where it was this time last year. Kudos for being up 15% for tuition-paying over where enrollment was last year and 4% above what was budgeted.

6. Board of Trustees

A. FY25 Election of Officers

Trustee Cooper introduced a motion to elect Vice Chair Norouzi as Board Chair of the Renton Technical College Board of Trustees effective July 1, 2024 and extending through June 30, 2025. Trustee Zappone seconded, and the motion carried. Vice Chair Norouzi expressed gratitude for Chair Takamura and her leadership, which paved the way and allows the Board to build on the work she's done. Thank you, Trustee Takamura for your dedication to the Renton Community.

Trustee Entenman introduced a motion to elect Trustee Cooper as Board Vice Chair of the Renton Technical College Board of Trustees effective July 1, 2024 and extending through June 30, 2025. Trustee Zappone seconded, and the motion carried.

B. FY25 Appointment of RTC Liaisons

Appoint Trustee Takamura as Liaison to the Renton Technical College Foundation Board, effective July 1, 2024 and extending through June 30, 2025.

Appoint Trustee Entenman as the primary Representative and Trustee Zappone as the secondary Representative to the Legislative Action Committee, effective July 1, 2024 and extending through June 30, 2025.

Appoint Trustee Norouzi as Liaison to the Community and Partnerships Council, effective July 1, 2024 and extending through June 30, 2025.

7. Meetings

- A. The next regular Board meeting is scheduled for September 18, 2024. Once information regarding the September retreat is available, notification will be sent.

Commencement is June 21, 2024 at the ShoWare Arena. There will be a pre-commencement reception from 3:30 P.M. – 4:30 P.M. on the second floor of the arena.

8. Adjournment

There being no further Business, Trustee Entenman moved to adjourn the Board of Trustees regular meeting at 5:25 P.M. Vice Chair Norouzi seconded, and the motion carried.

FRIEDA TAKAMURA, Board Chair
Board of Trustees

YOSHIKO HARDEN, President
Renton Technical College

Reminders:

- **April 2 – June 20 – SPRING QUARTER**
- June 21 – President's Reception & Commencement

- 3:30pm-4:30pm, Showare Center Dining Area / 6pm-8:30pm, Showare Center
- **July 8 – August 15 – SUMMER QUARTER**
- **September 16 – December 3 – FALL QUARTER**
- **January 6 – March 24 – WINTER QUARTER**
- **April 7 – June 24 – SPRING QUARTER**

* indicates FYI

I. STUDY SESSION

3:30 P.M.

1. Call to Order

Chair Jessica Norouzi called the meeting to order at 3:32 P.M. and noted a quorum.

2. Public Comments

There were no public comments.

3. Title IX Regulation Update

Vice President Jessica Gilmore English briefed the group on the new Title IX Rules. The action in front of the Board is to approve an emergency rule that adopts the new Title IX Rules. The Obama Administration issued Title IX Rules. The Trump Administration issued new rules, which revised the policies. The Biden Administration revised those rules. The memo presented gives highlights of changes. One significant change expands the definitions of “sex discrimination” and “sexual harassment” as well as expanding jurisdiction to include incidents that happen outside of the United States of America. The resolution process is quickened, and support measures for complainants are also expanded. Most colleges have adopted the Student Code Model Policy, which provides clarity around the student conduct process. Student Services is requesting an update to the Student Conduct Code along with the new Title IX updates.

This is not a walk back to the Obama Administration, but rather an expansion of what was laid out in the Trump Administration changes that is the next iteration of the Obama Administration’s rules. The college is not required to provide an attorney for the respondent, but could be required to provide an advisor for both parties. This aligns with requirements for other student conduct regulations where the Assistant Attorney General (AAG) may advise the Conduct Committee and only represents the college at the hearing if one of the students has an attorney. Complainants will continue to have protections regardless of the presidential administration. The new rules rescind the requirement for the complainant to be present at hearings. There is a requirement to use the current process for incidents prior to August 1, 2024 for archiving new decisions, and rules for adjudication are determined by the date of the incident. There is already a lactation room on campus, and there are some gender-neutral bathrooms around campus; at this time, there are no Title IX requirements for a certain proportion of gender neutral bathrooms. There is no current ratio of gender-neutral bathrooms, but there are guidelines on best practices from the Student Services Council.

There are three policies that will be impacted by these changes, which includes the creation of the Pregnancy Policy. These policies are part of shared governance. The

process to change the Student Conduct Code has been to issue an emergency rule that will take effect for 120 days to give the campus time to provide feedback. The public hearing date will occur in October-November. After feedback is gathered, the permanent rule will go before the Board in the November meeting.

After considering the recommendations before to the Board, I, Trustee Debra Entenman move to adopt the presented emergency rules for Title IX, which impacts the College's current Student Conduct Code and Hearing Procedures Washington Administrative Codes in order to be in compliance with the United States Department of Education Office for Civil Rights' Final Rules. Trustee Frieda Takamura seconded, and the motion carried.

II. Meetings

1. Study Session – September 18, 2024 at 1:00 P.M.
2. Regular Board Meeting – September 18, 2024 at 3:00 P.M.
 - A. The next regular Board meeting is scheduled for September 18, 2024. Once information regarding the September retreat is available, notification will be sent.

3. Adjournment

There being no further Business, Trustee Tim Cooper moved to adjourn the Board of Trustees regular meeting at 4:15 P.M. Trustee Bob Zappone seconded, and the motion carried.

FRIEDA TAKAMURA, Board Chair
Board of Trustees

YOSHIKO HARDEN, President
Renton Technical College

Reminders:

- **July 8 – August 15 – SUMMER QUARTER**
- **September 16 – December 3 – FALL QUARTER**
- **January 6 – March 24 – WINTER QUARTER**
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Renton Technical College
Board of Trustees Meeting
September 18, 2024

AGENDA ITEM: 3. COMMUNICATIONS

SUBJECT:

BACKGROUND:

- A. General Information/Introductions
- B. Correspondence
- C. Public Comments from the Audience
- D. Associated Student Government
- E. Renton Federation of Teachers
- F. Written (and video) Communication Reports

BOARD CONSIDERATION

Information

Action

RECOMMENDATION:

None.

**Administration and Finance Report
Renton Technical College Board of Trustees
September 18, 2024**

Financial Report

For month ending July, we are about 8% through the year. Revenue collection is about 12%. Revenues are up about \$1M this year compared to last year. This is due to state allocation and tuition and fees. We have drawn down \$2.7M this year compared to \$2.4M last year. We are also up in our collection of tuition and fees due to a change in how they are processed in ctcLink compared to legacy. Tuition and fees are up by \$800k from July 2024. It should be noted that tuition and fee collection is still well below our enrollment/tuition/fees prior to the pandemic 19-20 and enrollment is still well below our District Enrollment Allocation Base. Interest income is \$50k this year compared to only \$23k last year at this time.

Expenses are about 8%. Expenses are about \$3.6M through July compared to this time last year of \$3.2M last year. Salary and benefits are about \$300k higher than last year at this time. Goods and Other Services is also about \$200k higher for month ending July compared to last year.

Our ending cash and investment balances are about \$18.6M.

Business Office

- End of the year closing activities have been completed.

Food Services & Rentals

- Sales Overview:
August 2024 Sales: \$22,772
August 2023 Sales: \$27,461
- Year-over-Year Comparison:
Decrease in Sales: \$4,689
Percentage Decrease: 8.3%

Context and Analysis: August is traditionally a slower sales period. However, an increase in other catering sales helped to partially offset the impact of a significant decline in participation in the single largest event of the month, the Washington Business Week event. Attendance for this event dropped by about 50%, decreasing revenue from \$16,000 in 2023 to \$10,000 in 2024. Given that this event typically contributes a substantial portion of our August revenue, its decline pronouncedly affected the overall sales performance for the month.

Facilities & Grounds

- Amber Kovach is our new Capital Project Coordinator. She will be replacing Heena Binukumar. Her start date is 09/03/2024.
- Grounds and our seasonal workers are working hard on pruning and trimming bushes and pressure washing the pathways throughout campus.
- Facilities is busy changing out defective parts and repairing HVAC units.
- Our Facilities Painter is working hard on re-stripping and re-stenciling our parking lots and driveways on campus and at the Annex. He also re-painted the artwork in front of the cafeteria.
- The custodians are busy doing the heavy cleaning: stripping and waxing, high and low dusting, and window washing.

Capital

Minor Capital Program Projects for Current Biennium (2023-2025):

- **2022-511 A - Building J Computer Classroom Remodel, 1st Floor – Phase 2 (SWL Architects)**
 - The exterior windows are in place as well as the security cages. The ceiling grid throughout the space is up and some of the lighting fixtures have been installed. Roughly half of the rooms have been carpeted, and Connectrac has been installed. The cabinets in the internet café have been installed. The interior window frames have been installed, and the glass is expected to be installed this week.

Minor Capital Repair Projects for Current Biennium (2023-2025):

- **2024-047 - Roof Top Unit replacement in Building D (Rolluda Architects)**
 - All interior HVAC units have been installed. The old roof top unit has been removed. The prep work for the slab on the north side of the building is done.
- **2024-048A - Lower Roof replacement at the Annex (Rolluda Architects)**
 - The project has been completed. Waiting for the closeout process.
- **2024-046 - Storm line Replacement Phase 2 (AHBL)**
 - They are currently potholing the area to expose storm drain piping.
- **2024-531 - Roof replacement in Building A (Burton Construction)**
 - The project has been completed. Waiting for the closeout process.
- **2024-552 - Air handling unit's replacement in Campus Center (Building I)**
 - The controls vendor has completed their work. The project is completed. Waiting for Burton Construction to do punch list walk, close out paperwork.
- **2024-551 - Transformer Replacement project**
 - Two meters had to be reinstalled for an additional 30-day study.

- **2024-980 - Elevator upgrade for Building I**
 - Kone will be on-site 9/3 to assess the current elevator for sizing materials and equipment.
- **2024-982 - Overhead door replacement (Building A)**
 - Scheduled for the winter 24-25 break.
- **CBPS – SBCTC Utility submeters for Clean Buildings Act 40000878**
 - We are having a meeting with all stakeholders next week.
- **2024-281 - Multicultural Center Building D (Rolluda Architects)**
 - Rough-in electrical is being installed. The new roof top unit and outdoor unit are scheduled to be installed next week. The brick will be cut for the windows next week, and the steel structural frames for the windows will be installed.

ENROLLMENT MARKETING

We are pleased that marketing campaigns and CRM communications contributed to our increased Fall enrollment. Marketing campaigns and intentional, automated follow-up through the CRM directly led to 311 applications and 196 enrollments for the Spring and Fall quarters.

Campaign highlights include:

- YouTube: view rate of 41 %
- Snapchat: Click-through rate of 13.3 %
- 875 inquiry forms have been submitted through links from the website. Marketing campaigns generated 1,649 leads.
- Marketing campaigns directly led to 311 applications, and 196 enrollments for Spring and Fall quarters.

STRATEGIC EQUITY PLAN

The C&M Department collaborated on collateral to raise the college profile and publicize the Strategic Equity Plan. In coming weeks, you will see new posters and banners throughout campus.

NEWS AND WEB

The new website launched after Commencement and has been well-received. The external, student-focused site is meeting its goals of drawing students. We will continue to refine pages and design. [Read more about our new site.](#)

News content:

[Congratulations to the Class of 2024](#)

[Renton Promise makes college a reality for students](#)

In the News:

[One year later, Renton Promise keeps opening doors](#)

Renton Reporter

[My journey from Somalia to Washington](#)

Seattle Times

College Technology Services (CTS)

Summer Quarter

CTS increased student account password complexity to ensure safe, secure account management. This update was completed in partnership with the Student Services Division and was executed in August.

Classrooms H307B and B121 had brand new computers deployed during the summer.

Technology News & Updates

CTS is working on a phishing campaign designed to take place during Cyber Security Awareness month activities in October. All RTC employees have been assigned cyber security training in 2024, and this phishing campaign is a continuation of our efforts to educate employees on threats and risk mitigation with regard to cyber security.

Windows 11 comes to RTC! More and more laptops and computers are being upgraded from Windows 10 to Windows 11. Support for Windows 10 will cease in October 2025, according to Microsoft's product life cycle. CTS is continuing to upgrade computers and will position RTC well for the change in operating systems that will be safe, secure and supported by Microsoft.

Technology Improvements

CTS has begun the set up of 100 new PCs for the J 1st floor remodel this summer. Additionally, CTS has piloted upgrades to H302 computer hardware in an effort to focus on cost savings. The upgraded computer parts are a fraction of the price of new PCs and the computers are faster and able to run a new Window 11 operating system with ease.

Upcoming

Recruitment for a Technology Support Services Manager

Recruitment for a Network and Security Engineer

J 1st floor networking configuration and set up

J 1st floor computer deployment

J 1st floor TV installation and set up

Diversity, Equity, and Inclusion Report
Renton Technical College Board of Trustees
September 18, 2024

Diversity, Equity & Inclusion Council

The Diversity, Equity & Inclusion Council (DEIC) will resume its first meeting of the academic year on Monday, October 14, 2024. DEIC meetings are held the 2nd Monday of each month in FLEX format on Zoom and C-111 from 2:30-4pm.

DEIC Action Teams and Committees work on short-term and long-term initiatives throughout the academic year. The priorities of the DEIC are fundamentally navigated and supported by Action Teams and Committees. As stated in the [Guide to College Governance](#), Action Teams work on a specific, timebound project, typically lasting no more than two years. Committees conduct and monitor essential work of college on an ongoing basis. Each Council member will self-select an Action Team or Committee upon joining DEIC fall quarter and will work with their selected group throughout the academic year.

Below are the following action teams and committees for the 24-25 academic year:

- Accessibility Advisory Committee (formally part of the Technology Council)
- Campus Climate & Data Equity Committee
- Empowering Indigenous Voices Committee
- Multicultural Center Action Team (concluding end of fall 2024)
- Professional Development & Training Committee

Diversity, Equity & Inclusion (DEI) – Unit Updates

- **Faculty & Staff of Color Conference (FSOCC):** The Office of DEI in partnership with Workforce Education & Grants is excited coordinate logistics and provide RTC staff and faculty of color an opportunity to attend the 2024 FSOCC. The 29th Annual FSOCC will be held at the Davenport Grand Hotel in Spokane, WA, October 29-31, 2024. The RTC application is live and will close on Monday, September 16 at 12pm.
- **Federal TRIO-Student Support Services Grant:** In July, the Office of DEI applied for a Federal TRIO-Student Support Services grant. This grant supports first-generation and low-income students with retention and completion. It aligns with the Be the Place Strategic Equity Plan and addresses key accreditation recommendations.
- **RTC's First AI Summit:** In August, Associate Student Government (ASG) collaborated with the E-Learning Team to host RTC's first AI Summit. The event explored the benefits and challenges of evolving AI tools in education from both students' and instructors' perspectives.

- **Washington State Council of Unions and Student Programs (CUSP) Leadership Conference:** On Sept 4-5, ASG members attended the CUSP Leadership Conference at Green River College. This event provided an opportunity for our students to learn about updates regarding S&A fees and to connect with student leaders from other Washington colleges.
- **Fall New Student Orientation:** On Thursday, Sept 12, ASG and Student Services will host the largest Fall New Student Orientation since returning to in-person events. Nearly 600 students have been invited, and the orientation will offer morning and afternoon sessions for schedule flexibility.
- **Fall Welcome Week Activities:** ASG, with the entire college, will host Welcome Week during the first official week of the quarter. This series of events will help promote campus services and resources for both new and returning students. (see Welcome Back Week flyer below).

The Associated Student Government presents...

Save The Dates

WELCOME BACK WEEK

FALL 2024

Monday	Tuesday	Wednesday	Thursday
September 16th Need Help Navigating Campus/ Ask Me Campaign! Where: High Traffic Areas across campus (Buildings I, J,H, K,B,C) Time: 8AM-12PM Snacks are offered	September 17th Resource Fair Where: Cafeteria (Building I) Time: 10AM-12PM ASG's Welcome Back Barbecue Where: Cafeteria/Outside 12PM-2PM	September 18th Coffee & Chill Where: Cafeteria Time: 8AM-10AM Take ASG's Student Need Survey & Get Coffee & your choice of a Pastry on us! 	September 19th Library Mixer (Building C: Upstairs) All are Welcome. Come Unwind & Meet Faculty, Staff, & Your Peers Time: 2PM-4PM
		(Students Only)	Potato Bar

ASG only host
First Come First Served
Events

For more information contact ASGLeaders@rtc.edu

RTC

RTC Foundation Report
Renton Technical College Board of Trustees
September 18, 2024

Scholarships and Events

Summer-Fall 2024 Scholarship Cycle

The Scholarship Committee awarded 208 scholarships representing over **\$241,000** in direct support for students fall quarter. This includes \$19,000 in tuition support for students impacted by the FAFSA crisis who experienced delays with their summer aid.

The final support number is in for 2023-2024 academic year, and it is a whopper! The Foundation provided **\$1.1 Million** in direct support. Now that is transformational giving and a 34% increase from the previous year! These funds represent an 82% award rate for all applicants. The data include 71% overall retention rate which is 20 points above the national average, and recipients were 70% students of color.

McCarthy Bridge Grant for FY22-23 Data

20 new McCarthy Bridge Grants (\$4,000 per student) have been awarded for fall '24 quarter (1 for summer). This grant is for students transitioning from College & Career Pathway courses (high school completion, ESL, college prep) to degree and certificate programs. RTC has the state's highest transition rate for CCP students. The goal of the McCarthy Bridge grant is to keep this trend going.

Book & Equipment Support (BES) Grants and other grants

Data for FY23-24 highlights a 92% persistence rate for students who accessed the BES grant. For FY24-25, the Foundation has streamlined all grant applications into one online survey form. This creates a one-stop access point for students and is mobile friendly.

2024 Celebrity Chef Dinner with Kristi Brown

Reservations are open for the October 24 Celebrity Chef Dinner. The Chef's table and second tier reservations are sold out. Hobart Service is this year's Presenting sponsor and Jeff Lindsay-Thorsen, Master Sommelier and owner of WT Vinters, has agreed to be our sommelier. The event includes a silent auction and professional development for students. Chef Kristi has received international recognition for her Seattle Soul cuisine from Conde Nast Traveler, The New York Times, and as a James Bear finalist for Best Chef. She grew up in Renton and is excited to join students and guests to share her culinary journey and fabulous food.

Development & Community Engagement:

- Received a \$300,000 legacy gift from the McLennaghan family to establish the Bonnie G. McLennaghan Memorial Scholarship. This scholarship annually provides five students with a one-time \$6,000 scholarship. Bonnie passed away recently, and

she and her husband have been donors since 2021. The donor asked that the funds not be endowed and be disbursed over a 10-year timeframe. Funds have been invested in the Schwab Advantage Money Market fund per approval of the Finance Committee.

- A \$100,000 anonymous gift for the Book & Equipment Support (BES) grant means we can double the number of \$1,000 grants for FY24-25. We asked that the donor double their gift amount, and they gave it!
- The Connell Family gave another \$150,000 for fall scholarships which have been disbursed.
- Friends and family members have provided over \$14,000 to the Kody Wiltse Memorial Scholarship. The first four scholarships to support automotive students were awarded fall '24 quarter.
- The Marine Corps Support Group increased their annual grant to \$5,000 providing two, \$2,500 grants to Marine veterans at RTC. The grant has been disbursed. The Foundation works with the Veterans coordinator in the Financial Aid office to determine eligibility.
- A new scholarship from Puget Sound Energy (PSE) has been established to support first-generation and formerly foster care students. The PSE Foundation has committed to a 10-year distribution across all community and technical colleges with a \$5,000 annual scholarship.
- New Foundation Board leadership was elected at the June retreat to serve for the 2024-2025 academic year. President Lori Inman, Vice President of Finance, Pam Gallagher Felt, Vice President of Development Annette Washington, and Vice President of Membership Tyler Page.
- Teresa Woods is leading efforts around Indigenous Peoples Day in collaboration with the office of Diversity, Equity, and Inclusion (DEI) to build awareness and provide educational opportunities around local Native history, culture, and resilience.
- Carrie Shaw is providing support to President Harden through the Kent Valley Air & Space Manufacturers Roundtable. This is part of the Strategic Partnership Task Force effort to strengthen industry partnerships.

Operations

Staff attended the WA Association of Foundation Leadership (WAFL) conference at Big Bend College. This is a bi-annual gathering of foundation leadership and staff from the community and technical colleges and a productive time for sharing best practices and professional development opportunities.

The Finance Committee met with the Foundation's investment team from Badgley Phelps for the Q2 report including the stewardship of the Mackenzie Scott funds. Investments have exceeded \$5 Million for the first time in the Foundation's history.

The Foundation's strategic plan has been updated to incorporate the college's Be The Place Strategic Equity Plan objectives and vision and mission around transformation through learning.

Interviews and expected hiring of a new Scholarship & Development Manager. In August, Ivonne Pereira left after two years to take a position at Tacoma Community College. We are grateful for her contributions to the work and mission of the Foundation and wish her the very best.

The following personnel actions occurred during August 2024 and are present for the Board of Trustees' information.

AFT	Effective Date	Position	Department
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- Hires

-Separations

Darrel Wilson	8/15/2024	Maintenance Mechanic III	Facilities
Lorraine Ayers	8/31/2024	Storeroom Clerk	Food Services

WFSE	Effective Date	Position	Department
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- Hires

Lilian Dang	8/14/2024	Administrative Assistant V - Nursing	Nursing
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-Separations

Paripa Wutikrikanlaya	8/13/2024	Administrative Assistant V - Instruction	Instruction
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Prof Tech	Effective Date	Position	Department
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- Hires

Lidiya Gebre	8/1/2024	Renton Promise Program Specialist	Financial Aid
Thomas Lorendo	8/12/2024	Financial Aid Program Specialist	Financial Aid

-Separations

Lilia Danilchenko	8/2/2024	Guided Pathways Navigator	Health & Human Services
Abigail Elliott	8/10/2024	Campus Security Officer / Part-Time	Campus Security
Catherine Wilson	8/15/2024	Dental Clinic Coordinator	Health & Human Services
Audry Bernal	8/30/2024	CCP Retention Specialist	Student Services

Exempt / Administrative	Effective Date	Position	Department
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- Hires

-Separations

Ivonne Pereira	8/15/2024	Scholarship & Development Manager	Foundation
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RFT	Effective Date	Position	Department
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- Hires

Kristin Ferguson	8/5/2024	MetaData Librarian	Library
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-Separations

Brian Thompson	8/15/2024	Full-time Faculty - Ford Asset	Faculty
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	Monthly Total Hires	% of Diverse Hires YTD
Full time	4	60%
Part time	0	0%

Institutional Research and Effectiveness Report
Renton Technical College Board of Trustees
September 18, 2024

Institutional Planning and Effectiveness

- **The annual unit planning process** documentation has been prepared and is set to launch later this quarter. This process will include strategic alignment/reflection, resource planning, and project management for accountability.
- Resources for **shared governance** bodies at RTC has been created and shared out to improve documentation of college work.

Student Learning and Assessment

- Canvas Outcomes, as a way of documenting **student learning outcome assessment**, has been implemented. The Assessment Committee presented the new process to faculty during the fall in-service.
- A new and improved **course evaluation platform** has been procured. The kick off of implementation will take place next month and is set to launch at the end of fall quarter.
- Materials for Year 2 of **academic program review** have been developed and will launch next month.

Data and Reporting

- The annual **NWCCU** report has been submitted.
- Federal reporting on **financial value transparency and gainful employment (FVT/GE)** is in progress. The reporting requirements are due early-October.
- The fall submission of **IPEDS** is also in progress.

ctcLink

- Improvements based on the **ctcLink Registration Taskforce** findings continue to be implemented by various departments across campus, including new student checklists and standardized advising approaches. Training videos are currently in progress.
- Updates to **position management functionality** has been implemented to improve budget planning.
- Improvements to ctcLink **security** and **trainings** have been in progress.

Other

- **EAB Navigate** functionality has expanded for students and staff in student services.
- The team continues to support the college in all of their reporting, data, and ctcLink needs. **Ad hoc requests** from this summer included data requests on scholarships, grants, financial, and human resources needs.



Instruction Report
Renton Technical College Board of Trustees
September 18, 2024

Update on Program Viability

Instruction has updates from Dr. Delaney regarding where we are in the program viability process. We will be looking back at what we've done to date and ahead to the coming academic year. [Click here for video – 9 min.](#)

Student Services Report
Renton Technical College Board of Trustees
September 18, 2024

Preview of fall quarter

- The Student Services Division will begin holding a quarterly in-person Division meeting (in addition to monthly remote meetings). A priority of the in-person meetings will be fostering a culture that advances the College's Be The Place Strategic Equity Plan through relationship and trust-building. These in-person sessions will be followed by departmental trainings and professional development aligned to the plan's implementation.
- This fall, we will implement the revised student conduct code, incorporating the new Title IX regulations. The public hearing for the revised conduct code will be held on Wednesday, October 23 from 2pm – 3pm in room C-111. This hearing is a required component of updating the Washington Administrative Code. Attendees may join in-person or via Zoom:
<https://rtcedu.zoom.us/j/85188530140?pwd=vOyl5w5pGYhPxYKbhM7WGpicjibO7.1>
We will also hold a session for the campus community to learn about the revised code.
- The student-facing portal of EAB's Navigate is launching this September. Students will use Navigate as a tool to help them find campus resources, schedule appointments for services, plan for future courses, stay on top of important dates and deadlines, and communicate with staff. Staff and faculty already use the tool as our student management system for appointment making, text messaging, note taking, communication and enrollment campaigns, referrals, student tracking, and other business processes.
- Beginning this quarter, staff will be working collaboratively with Marketing & Communications to launch a new CRM (Customer Relationship Management) tool. It is another module from EAB and will support a more seamless connection to the Navigate module. The CRM provides critical technology to capture prospective student information and communicate with them through their onboarding to the College (often referred to as the 'enrollment funnel'). The opportunity to switch to EAB's product arose as the current CRM platform we have been using is ceasing operations at the end of the calendar year.

- Over the past several weeks, we deployed a new chatbot via the platform Gecko. The chatbot is AI generated, scraping our webpages to provide instant responses to questions. It has created better efficiency, as formerly, staff had to create responses to the previous chatbot tool, and it was very time consuming to administer. The new tool uses our already created web content to provide responses.

Renton Technical College
Board of Trustees Meeting
September 18, 2024

AGENDA ITEM: 4. ACTION

SUBJECT:

BACKGROUND:

A. President Contract Addendum

President's contract addendum or other action items that may be necessary to be taken as a result of matters considered in the Executive Session.

BOARD CONSIDERATION
Information
X Action

Renton Technical College
Board of Trustees Meeting
September 18, 2024

AGENDA ITEM: 5. DISCUSSION/REPORTS

SUBJECT:

BACKGROUND:

- A. President's Report
Dr. Harden will provide a report subsequent to the June 12, 2024 Board meeting.

- B. Financial/Budget Status
Vice President Jackson will provide a report of the budget.

<p>BOARD CONSIDERATION</p> <p><input checked="" type="checkbox"/> Information</p> <p><input type="checkbox"/> Action</p>

RECOMMENDATION:

None.

RENTON TECHNICAL COLLEGE
MONTHLY OPERATIONS REPORT
FISCAL YEAR 2024-25
For the Month of July 2024

	July 2024 - Actual	Year to Date - July 2024 - Actual	Prior Year to Date - July 2023 - Actual	Variance - Increase (Decrease)
Beginning Cash Balance	9,427,232	9,427,232	7,891,334	1,535,899
Add - Revenues:				
Tuition & Fees - Funds 060 148 149 561	3,229,788	3,229,788	2,398,502	831,286
Grants and Contracts	174,276	174,276	221,404	(47,129)
Donation Received	-	-	-	-
Student Government	261,716	261,716	192,343	69,373
Bookstore	127	127	115,036	(114,909)
Security/Parking	72,308	72,308	55,561	16,747
Culinary Arts - Food Services	60,056	60,056	49,014	11,042
Housing	-	-	-	-
Interest Income	50,263	50,263	42,487	7,776
Rental Income - Excluding 569	47,666	47,666	23,098	24,568
Scholarship and Student Loan Funds Received	464,365	464,365	422,978	41,386
CRRSA	-	-	-	-
CARES Deferred FY20	-	-	-	-
Net Operating Revenues	4,360,564	4,360,564	3,520,423	840,141
Add - State Allocation				
State Allocation - VPA Expenses	2,656,500	2,656,500	2,408,397	248,103
Capital Allocation Fund 057	(2,025)	(2,025)	-	(2,025)
Capital Allocation Fund 060	2,025	2,025	-	2,025
Total State Funding	2,656,500	2,656,500	2,408,397	248,103
Total Revenues	7,017,064	7,017,064	5,928,820	1,088,244
Less - Expenses:				
Salaries	2,352,720	2,352,720	2,124,199	228,522
Benefits	753,371	753,371	694,881	58,490
Contracts	-	-	-	-
Goods and Other Services	526,325	526,325	338,587	187,738
Cost of Goods Sold	10,651	10,651	13,010	(2,359)
Travel	3,276	3,276	2,120	1,156
Equipment	281	281	134,454	(134,173)
Computer Equipment	-	-	-	-
Financial Aid	1,221,861	1,221,861	932,063	289,798
Debt Service	-	-	177	(177)
Bad Debt	-	-	-	-
Total Expenses	4,868,486	4,868,486	4,239,491	628,995
Net Operating Surplus (Deficit)	2,148,578	2,148,578	1,689,329	459,249
Other Sources (Applications) of Cash:				
Changes in Petty Cash; Accts. Receivable & Accts. Payable; Inventory	(5,579,630)	(5,579,630)	(2,360,468)	(3,219,162)
Decrease/ (Increase) in Investments & Bond Amortization	(45,892)	(45,892)	(553,740)	507,848
Payment of Bldg, Innovation Fee, and VPA Advance to State	-	-	(66,083)	66,083
Land Purchase	-	-	-	-
Total Other Sources (Applications) of Cash	(5,625,522)	(5,625,522)	(2,980,291)	(2,645,231)
Adjustments to Cash - Posting Errors	-	-	-	-
Ending Cash Balance	5,950,288	5,950,288	6,600,372	(650,084)
Add College Reserves:				
Local Government Investment Pool (LGIP)	10,031,869	10,031,869	9,503,958	527,911
Investment Bonds held in trust by US Bank	2,672,091	2,672,091	2,633,350	38,742
Total Reserves	12,703,960	12,703,960	12,137,307	566,653
Total Cash and College Reserves	18,654,248	18,654,248	18,737,679	(83,431)
	Actual %	Year to Date	Prior Year to Date	Variance
Total Current State Allocation	100%	34,269,680	31,336,495	2,933,185
Allocation Used - Year to Date	8%	2,656,500	2,408,397	248,103
Remaining State Allocation	92%	31,613,180	28,928,098	2,685,082

Renton Technical College
Board of Trustees Meeting
September 18, 2024

AGENDA ITEM: 6. BOARD OF TRUSTEES

SUBJECT: TRUSTEE REPORTS

BOARD CONSIDERATION	
X	Information
	Action

BACKGROUND:

- A. Foundation Liaison Report
Foundation Liaison, Trustee Takamura, will provide an update from the Foundation Board.

- B. Legislative Action Liaison Report
Legislative Action Liaison, Trustee Entenman, will provide an update on legislative action meetings and activity.

- C. Community and Partnerships Council
Community and Partnerships Council Liaison, Chair Norouzi, will provide an update from the Community and Partnerships Council.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
September 18, 2024

AGENDA ITEM: 7. MEETINGS

SUBJECT:

BACKGROUND:

- A. The next regularly scheduled meeting of the Board of Trustees will be October 16, 2024.

BOARD CONSIDERATION

X Information

Action

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
September 18, 2024

AGENDA ITEM: 8. ADJOURNMENT

SUBJECT:

BACKGROUND:

BOARD CONSIDERATION

Information

X Action

RECOMMENDATION:

Motion required.