

I. STUDY SESSION

1. Call to Order

Chair Jessica Norouzi called the meeting to order at 1:08 P.M. and noted a quorum. Chair Norouz thanked the group for attending the Cabinet/Board Retreat last week. Trustee Frieda Takamura stated that the retreat is great for new Board members.

2. Public Comments

There were no public comments.

3. King County Promise (KC Promise)

Deysi Martinez, King County Promise Director, thanked the group for having her at this meeting. Director Martinez has been at Renton Technical College (RTC) for about 9 months. KC Promise began as a way to support students into postsecondary education. Right now, RTC and Highline College are the only two colleges in the KC Promise. RTC was part of this pilot. This is a partnership-based model that allows funding to follow students instead of institutions. This is separate from Seattle Promise and Renton Promise. The funding comes through the Puget Sound Taxpayer Accountability Program.

There are three main goals of KC Promise: increase college readiness, enrollment, and completion. The Highline promise focuses on serving Black and Brown young men due to notable education disparities. The Promise to Community partnership focuses on opportunity youth (youth who are not enrolled in traditional high school nor in a family-wage job). This is the only program in the nation that serves opportunity youth. Trustee Debra Entenman stated that she began advocating for opportunity youth when she was at Representative Adam Smith's office. Chair Norouzi commented that she first worked with opportunity youth at YearUp, where she was seeking to re-engage this populations. Trustee Takamura asked about Asian-American Pacific Islander (AAPI) community-based organization (CBOs) partnerships. Director Martinez responded that KC Promise is continuing to work to widen partnerships.

There are KC Promise Navigators who are placed in CBOs. Director Martinez also serves as a Navigator. This system helps Navigators coordinate with one another. Education is not always a linear process. However, Navigators connect with campuses via one-on-one services. Once students are here, Navigators help by supporting students through Financial Aid processes (students who complete a financial aid application are more likely to attend classes). Direct student services include meeting twice per quarter for resource mapping, barrier check-ins, and

referrals to services. Navigators work closely with Registration and Financial Aid to help students connect to the correct applications and schedules. There is also an Equity Grant that is disbursed in fall, winter, and spring. Director Martinez works with the RTC Foundation to help connect students to more funding opportunities.

Director Martinez briefed the group on partner collaboration and engagement. CBOs help higher education institutions by bringing expertise on needs and navigating systems. KC Promise Navigators and CBO leadership collaborate on activities, provide relational support.

Students must be between the ages of 16-26 and live in King County or be enrolled in an institution in King County. The application is open to students of all citizenship statuses. Students must be facing barriers to traditional high school completion, be in a GED program or a re-engagement program, and be enrolled in at least 5 credits. Students in apprenticeships may be funded, but it depends on how the student gets to RTC. Trustee Takamura asked about disaggregating data. Director Martinez stated that she would look into this.

Students must attend orientation and the bridge program. Food is provided to students during this orientation. Trustee Entenman asked if students are offered a stipend for orientation. At this time, there is no stipend for student attendance.

Director Martinez gave a rundown of student participation. Some students did not return because they were disconnected from the program. Director Martinez spoke with students who did not return. Respondents reported that there was difficulty with college coursework, finances, and family reasons. One barrier with the Equity Grant is that students must go through the Financial Aid Office. If a student is maxed out on Financial Aid, they will not be able to receive more funding.

Students are considered “persisting” if they enrolled in 2023-2024 and again in 2024-2025 or finished a certification. KC Promise aligns with the Be The Place Strategic Equity Plan through the core values of community, empowerment, and equity. KC Navigators build trust-based relationships in the community, empower students by teaching them how to navigate systems, creating tours for Navigator meetings to help Navigators connect with staff, and provide some financial support to students. Trustee Entenman asked whether KC Promise is a 501(c)(3) for the purpose of accepting donations. Director Martinez stated that she would look into this.

Students report that the Equity Grant helped cover equipment, books, and help navigating systems. During Summer quarter, Navigators plan the summer bridge program. Additionally, navigation doesn’t stop. Director Martinez plans to visit classrooms to get to know faculty better. Every quarter, Director Martinez holds and

end-of-quarter celebration. At the last celebration, the group discussed current events. The plan is to create more spaces for students to have conversations.

4. Meetings

A. Regular Board Meeting – June 18, 2025 at 3:00 P.M.

The next regular Board meeting is scheduled for June 18, 2025 at 3:00 P.M.

5. Adjournment

There being no further business, Trustee Zappone motioned to adjourn the Board of Trustees meeting 2:44 P.M. Trustee Takamura seconded, and the motion carried.

II. REGULAR BOARD MEETING

1. Call to Order

A. Notation of Quorum

Chair Jessica Norouzi called the meeting to order at 3:02 P.M. and noted a quorum.

Chair Norouzi welcomed the group and thanked everyone for attending. She noted that this is a special community, and the Board is honored to work alongside the RTC community to advocate for doing the work this community needs. Chair Norouzi acknowledged how hard this year has been. The Board has had to make some unfavorable decisions, and those decisions did not feel good because the trustees know how much the lives of those in the community have been affected. She thanked the group for contributing their voices and expressed hope that the Board would hear more from the RTC community. She assured the group that even if the things that individuals shared are not reflected in a final decision, all perspectives shared were considered. At the Board Retreat, the group got to reflect on the incredible work being performed and how that work is advancing the Be The Place (BTP) Plan. Chair Norouzi pulled out a few examples from the great work that the community is doing.

In College Technology Services (CTS), so much work has happened to protect the college and create more safety and access, including cybersecurity advances and launch of a pilot project for real-time translation. Instruction is such a big area that tackles so much, and every program has undergone evaluation. RTC celebrated the first new cohort's Nursing Pinning Ceremony as well as a Networking and Mentoring IT event, which included an app that got picked up by Google. Thank you to Executive Director Doris Martinez for engaging in the challenging work that went into implementation of the BTP Plan and the Unity Center. The Board learned how much work Student Services does from advising, registration, commencement and more! One of the things Chair Norouzi was happy to learn about was the plans for a "one-stop-shop" for student funding. She thanked Student Services for all of their work in spite of all of the fraudulent

enrollments that took time and energy away from meeting students. Kudos to the Foundation for raising \$2.4M! This has been a record-breaking year for increasing opportunities to retain and attract students to RTC. Human Resources (HR) has experienced a challenging year. Marketing took the new branding and ran with it. The campus looks beautiful and has an identity of belonging. Chair Norouzi expressed gratitude for helping develop the new campus identity. Finance and Administration has supported the college through a rough year. The campus looks beautiful and still feels like a vibrant space. It takes a lot of people to make the campus feel this way. As the college goes through the next year, Chair Norouzi stated that she hopes that the college will continue to support each other and maintain grace and empathy.

2. Adoption of Minutes

i. May 21, 2025 – Special Session and Regular Meeting

Trustee Zappone introduced a motion to approve the minutes for the regular meeting held on May 21, 2025. Trustee Frieda Takamura seconded, and the motion carried.

3. Communications

A. General Information/Introductions

- i. Amaury Avalos, the new Unity Center Manager, was introduced. She will be helping launch the Unity Center and is working on programming for the upcoming academic year. Veronica Escalante, Student Resource Manager, was introduced by Vice President Lesley Hogan. Thank you to Veronica for joining the Wellbriety Center.

B. Correspondence

- i. There was no correspondence.

C. Public Comments from the Audience

There were no public comments.

D. Student Leadership

Dr. Mica Hunter, Director of Student Life, gave an update on Commencement. The Associated Student Government (ASG) had an amazing year around building community through collaboration. In Fall, ASG's Welcome Back Week with a Resource Fair connected students to campus resources, and the week ended with a Welcome Back Barbeque. Thank you, Culinary! ASG connected with the Disability Resource Center for Disability Awareness Week. In October, ASG celebrated Indigenous Peoples Day and had an amazing Halloween event that turned into a big party for the whole community. ASG collaborated with the Veteran's Department to honor veterans in November. In Winter, ASG had a Lunar New Year Event. In February, Dr. Dan Johnson, gave a talk about why Black

History Month is February. ASG also had a Tech Fair that was led by student clubs. In Spring Quarter, the Student of Color Conference attendees were led by Gerald Bradford and Le'Onna Lee. There were many events in May, which included Mental Health Month and the Asian American Pacific Islander Luau. The Grad Fair was amazing and connected students looking for transfer to various resources. Thank you to everyone who helped students prepare for graduation. The BAS Networking Event had a great turnout and highlighted tech programs. The Nursing Club hosted the Nursing Pinning Ceremony. Events were well-attended. Last but not least, the community voted on the raven as the RTC mascot.

Commencement is June 24, 2025 and the President's Reception begins at 3:30pm. Please arrive at ShoWare by 5pm. The keynote speaker will be Sal Flores, who also spoke at the Student of Color Conference. Saleea Cornelius will be the student speaker. Volunteers, please show up on time and reach out to Dr. Mica Hunter or Wade Parrott for any questions.

Chair Norouzi thanked the students and Student Leadership for stepping up and making this year joyful.

E. Renton Federation of Teachers

Donna Maher, President of the Renton Federation of Teachers (RFT), gave an update. This has been an extraordinarily hard year, and Board recognition means a lot. Staffing, program development and overall concerns have been voiced from faculty. It's very difficult for the counselors to see all of the people they need to see. RFT has agreed to ask the Board to look at the change and really look at good faith bargaining with the union. Addressing program development, RFT stated there have been programs put on a list for possible development. RFT sincerely wants to work with administration to develop a budget.

F. Written (and video) Communication Reports

Chair Norouzi thanked everyone for their written reports.

4. Action Items

A. WSFE Contract

VP Hogan presented the Washington Federation of State Employees (WFSE) Contract. The clean version of the WFSE Contract will be fully accessible on the website. Some grammatical errors and formatting issues were made. There was a modification as related to position descriptions to streamline the process. There will be notifications of changes. The nondiscrimination policy has been updated. Language around workday/week has been updated. Last year, there was a Memorandum of Understanding (MOU) to update the maximum number

of vacation days, which has been incorporated. There are updates to the performance development process to align with the college. The language regarding benefits eligibility has been updated to update the Washington Administrative Code (WAC). Language has been cleaned up to explain the benefit of the Voluntary Employment Benefits Association (VEBA). Lifelong learning is prioritized by upping amounts offered for professional development and widened the language by allowing professional development outside of a traditional classroom. There is now language that encourages planning and attendance of in-service days. Language around shift differential was updated, and historical language from when this was inherited from the Renton School District was updated to better define pay enhancements and provide better overtime payments. The telework article was also updated. There were also some “housekeeping” items in Amendment One.

Trustee Entenman asked about the telework article. VP Hogan stated that this article states that employees may be allowed to work remotely and either party can change telework with a 10-day notice. Trustee Zappone asked about personal devices for telework. VP Hogan stated that there are RTC-issued laptops and phones can be answered via laptop. Trustee Takamura asked about a process that addresses contingencies that may come from the federal level. VP Hogan stated that the collective bargaining agreement (CBA) has a very scripted process, which benefits union members who can understand what to expect from the CBA. VP Hogan stated that she is confident that RTC Management can partner with union to keep the CBA intact.

After considering the recommendation presented to the Board, Trustee Zappone moved to approve the Washington Federation of State Employees Contract for 2025-2028 as presented. Trustee Takamura seconded. The motion carried.

B. AFT-Classified Contract

The American Federation of Teachers (AFT) Contract covers food services, grounds, maintenance, and custodial employees. This group maintains the infrastructure of campus. Thank you to Kendra Van Beek for her work on updating this document. Updates included eliminating redundancies, changing verbiage around the current nondiscrimination policy, enhancements to update the clothing allowance and safety allowances. Seniority rights are now reflected in the job classification and series. Most members of this union are eligible to receive certifications. Job-related licensure will be reimbursable. The holidays are updated. This group does not have the ability to telework, so there are additional benefits including an extra personal day. The vacation accrual amount is streamlined, and the vacation payout is updated. Language was updated to help explain to families how to access pay in the event of a deceased employee. Benefits eligibility was updated. Language was updated to be consistent with

other unions in Article 26. The compensation for multi-language and longevity was updated to the Fair Labors standard. Funding for classes and memberships was made consistent with the WFSE contract. The salary schedule was updated to include the general wage increase.

After considering the recommendation presented to the Board, Trustee Zappone moved to approve the American Federation of Teachers Contract for 2025-2028 as presented. Trustee Takamura seconded. The motion carried.

C. FY26 College Budget Approval

Vice President Jacob Jackson presented the FY26 budget. VP Jackson presented the FY26 revenue forecast. The state allocation jumped to \$22.8M in FY26 from \$19.3M. Provisos are monies marked for specific use. Earmarks are expired provisos that the Presidents agreed to continue. The earmarks and provisos are \$9.4M. Capital is \$323,900. The total dollars received from the state are about \$1M less than in FY25. The colleges have been asking for more flexible funding and the legislature did provide that.

This year, RTC budgeted for \$6.2M in tuition. Next year, there will be a 3% tuition increase and a 3% tuition decrease for programs being sunsetted or taught out, so FY25 tuition is budgeted for \$7M. Finance worked with the ASG to increase technology and security fees, and these fees are planned to increase over three years. Running Start completion should be larger than this year, at \$2.3M. There is one position in the Innovation Fund, and so there is a decrease to \$155,000. Total without allocation will be just under a 1.5M increase in revenue.

General Education will finish this year at about 595 FTE due to the Renton Promise. Overall enrollment is a testament to the work that college staff have been doing. College and Career Pathways (CCP) was flat over the last three years and has done a wonderful job increasing enrollment to 946 FTE this year. Professional Technical (Prof Tech) took a significant hit in FY23. A conservative estimate for Prof Tech in FY26 is 1,030 FTE. Supplemental includes apprenticeships. Some of the apprentice partners has decided to pursue different paths, which results in a decrease in supplemental programs. Prof Tech is very conservative with projections, as was CCP. Trustee Zappone stated that the Carpenters have decided to move to a costal model so they are now "Western States Training Trust".

There is about \$446,000 more than last year. 62% of revenue comes from state allocation and 14% comes from tuition. RTC's revenue mix is much more reliant on state dollars than others in the system. The system average for tuition is 19%. While RTC is increasing both fees and grants and contracts, RTC still has lower numbers than the system average.

As related to expenditures, last year, there was \$38.9M in salaries and benefits. The proposed amount for salaries and budgets for FY26 is \$37.4M. A 3% wage and step increase will be provided for all employees. There are two new full-time faculty positions, one in Early Childhood Education, and one in HVAC. The FY26 budget includes identified staffing reductions. Even with the cuts, the college is making strategic investments to grow.

Goods and services will increase by about \$1M due to inflation. Increases costs of food amount to the cost of goods sold. Travel has gone up. Overall, the expenditure budget is increasing about \$122M. The Board has a policy around Board reserves to cover two weeks of operating expenses. Overall, the Board reserve is \$14M. The college has about \$9.5M in reserves, \$12.5M in investments, local dollars that are a set-aside for students, the Scott Donation (which has been used for staffing the remodeling), and \$2.8M in obligated contracts and grants. The total in college reserves is \$1.4M and will go down by about \$800,000.

In 2019-2020, RTC had about \$1M less than the system average, which peaked in 2020-2021. RTC has about \$10M less than the system average. Last year, the budget for revenue was \$47.2M. The proposal for 2026 is \$48.1M. There has been a Presidential taskforce that on system review. Given the new allocation model, the dollars should flow more freely to colleges and will be enrollment-based. This new model will see dollars move between colleges every year. The Presidents will also vote on earmarks and provisos. The changes in allocation model will be in stages and will likely be seen by the colleges in FY27.

Future expenditures include salaries and benefits, costs of goods sold, client services, and more. Overall, FY25 had a deficit budget of \$719,000. FY26 is proposing a \$1,400 surplus, with another surplus in FY27.

Chair Norouzi thanked VP Jackson for going over the budget multiple times with the trustees, which has been very helpful in understanding the budget.

After considering the recommendation presented to the Board, Trustee Entenman moved to approve the FY26 college budget, as presented. Vice Chair Cooper seconded. The motion carried.

D. FY26 Student Leadership Budget Approval

Dr. Hunter presented the Student Leadership budget. Some of the programs were added to student programs and engagement to ensure equity for funding requests. Dr. Hunter spoke with each group about changes. Requests for funds are now reported on quarterly. Salaries were moved to keep programs and

engagement separate from salaries. Student Leadership is asking for a part-time Club Coordinator to help with training and ensure equity so that students are prepared for club duties and requirements. These funds will come from Women of Merit, Men of Merit, and TAP.

Trustee Entenman asked about “equitable distribution of funds.” Dr. Hunter noted that Men of Merit, Women of Merit, and TAP did not previously need to present to ASG for student funds. There is now a requirement that these groups present to ASG so that students can understand what each program is and how it is growing.

After considering the recommendation presented to the Board, Trustee Entenman move to approve the FY26 Student Leadership budget, as presented. Vice Chair Cooper seconded. The motion carried.

5. Discussion/Reports

A. President’s Report

President Harden presented highlights from the year. She greeted the group and thanked attendees. President Harden thanked the community for all they do to support the campus. President Harden acknowledged and thanked her team, Executive Cabinet, Deans and Directors, and others in management. The community is often called to respond to students and with a smile, and that is not an easy job. Without Facilities and Custodial, there would not be a campus to teach on. Without faculty, we wouldn’t be able to do what we do. Thank you to students for trusting us with your goals.

Much of the year in review has been mentioned. Highlights include the ongoing Be The Place (BTP) Implementation Taskforce. This is a new model and Director Lia Homeister and Executive Director Doris Martinez have done a great job. The list of engagement activities is tremendous, as is the collaboration across campus. RTC hosted its first annual Equity Symposium, and campus is excited about the Unity Center. The college had consistent year-over-year increases. VP Jackson has noted that enrollment doesn’t cover the cost of every expense, but enrollment does show that students are choosing to be here.

Renton Promise (RP) had its launch group and found sustained funding for RP through partnerships with the City, legislature, and WSOS. Huge Kudos to Lydia, Rahel, Jessica Gilmore English, and Carrie Shaw. They are carrying the water on this. RTC has many full programs. Outreach has been involved in community engagement. Communications and Marketing has done tremendous work around BTP. President Harden engaged in much work around workforce and trades education. The Foundation had their best year ever, and in a hard

economy. All of the partnership work that Executive Director Shaw has led deserves huge kudos.

President Harden noted that the group talked a lot about the legislative session and is very fortunate that the legislature heard us. Even though it's been tough, it could have been much worse. We are thankful for that. Thank you to Representative Entenman for your work. RTC is still waiting to hear back on federal changes to aid. The Board had a chance to see the first floor of Building J, the Unity Center, and the bookstore remodel and the Allied Health Building remodel are planned to begin next year.

President Harden stated that the leadership meetings and Board and Cabinet Retreats helped build community this year. One item from the campus climate survey that was reported is that the college could do better at celebration. President Harden will continue to celebrate and highlight good work next year. Some of actions taken last year in response to the listening sessions are coming up, and the group is planning for the next listening sessions.

Enrollment for summer and fall quarter is underway with a 35% increase in enrollment when compared to last year. General Education and Prof Tech are up for fall. There are some fraudulent enrollments, but this is a good sign. Executive Cabinet is following the federal budget as it pertains to the college. The state's economic forecast should come out this month. Thank you to the Board for their support and thank you all for what you do.

B. Financial/Budget Status

VP Jackson thanked the Business Office and Institutional Research for all of the work they did to help with the budget.

For month-end in May, RTC is at about 112% of collection. The big difference is tuition. Not all tuition collected is for this academic year, some is for enrollments in summer and fall and those will be moved over to next fiscal year. Fee collection is above what was budgeted and is also reflective of summer and fall. Running Start is above where it was projected and should go up. Enterprise is above where it was projected and should go up, as this includes S&A fees. The Innovation Fund, Scott Fund, and money borrowed from variance made up a total of about \$5M more than expected.

For expenditures, salaries and benefits are under what was anticipated. Goods and services are on track. Cost of goods sold is slightly under where it was projected. Travel is slightly behind due to NCORE being later in the year. There were some equipment purchases. So far student aid disbursement is on track.

While revenue won't increase over the last month, expenses will continue to increase.

VP Jackson shared the cash and investment charts. RTC is maintaining its cash and investment balance throughout the year. The state allocations are already exhausted. The next two payrolls will come out of local funds (cash and investments).

Administrative Services is prepping for construction projects for the next biennium, including the Building I Funding Hub that will be shared with the bookstore. This is planned to have 10 offices for Work First and Financial Aid, so funding will be centrally located. This should be about a 9-month project. The Building J COP architect has been selected for the second and third floors. There will be listening sessions in the fall for this, and the project will likely go out to bid in February. In Fall 2026, these projects should be completed and 90% of Building J will have been remodeled.

6. Board of Trustees

A. Foundation Liaison Report

Trustee Takamura gave an update on the Foundation. The Foundation has been a bright light during this budget shortfall, and it continues to grow under Executive Director Shaw's direction. The continuing growth, especially of alums to give to the college, is very impressive. The explicit coordination of the Foundation and the college BTP plan is crucial in preventing siloing. The Foundation Retreat will be this Friday. Thank you to those who work in the Foundation. This work makes Trustee Takamura proud to be a trustee.

B. Legislative Action Liaison Report

Trustee Entenman gave an update on the legislation. There was a lot of educating that needed to happen with legislators regarding the Office of Financial Management error. Trustee Entenman stated that she is very proud to be a trustee at RTC, and this will be her last meeting. It's wonderful to see staff and students participate. It's been an honor to serve for 11 years.

President Harden thanked Trustee Entenman for all of her work at all of the tables she sits at. She is thankful for Trustee Entenman's continued worked. Chair Norouzi thanked Trustee Entenman for her 11 years of service and Trustee Takamura for her 8 years of service. She is thankful for their shared wisdom and will continue to fight for RTC's values.

Trustee Zappone thanked Trustees Entenman and Takamura. He is happy to be here despite all of the difficulties. This year's session shows the value of people showing up. Trustee Entenman was there, and people from this college showed up, made phone calls, and sent e-mails. This was important during a bad year. Now, RTC is in a place it hasn't been in before, and the way we can come out of it is by maintaining our sense of purpose. Trustee Zappone counts on the community continue doing the work they are doing. The trustees are engaged in ensuring that RTC is here for the community, and Trustee Zappone takes it as his responsibility to step up where needed.

C. Community Advisory Committee Liaison Report

There were no updates from the Community Advisory Committee.

D. FY26 Election of Officers

Trustee Takamura introduced a motion to elect Vice Chair Cooper as Board Chair of the Renton Technical College Board of Trustees effective July 1, 2025 and extending through June 30, 2026. Trustee Entenman seconded, and the motion carried.

Trustee Entenman introduced a motion to elect Trustee Zappone as Board Vice Chair of the Renton Technical College Board of Trustees effective July 1, 2025 and extending through June 30, 2026. Trustee Takamura seconded, and the motion carried.

E. FY26 Appointment of RTC Liaisons

Leave Liaison to the Renton Technical College Foundation Board vacant, pending new trustee recruitment effective July 1, 2025 and extending through June 30, 2026.

Appoint Trustee Zappone as the Representative to the Legislative Action Committee, effective July 1, 2025 and extending through June 30, 2026.

Appoint Trustee Norouzi as Liaison to the Community and Partnerships Council, effective July 1, 2025 and extending through June 30, 2026.

7. Meetings

A. Special and Regular Board Meeting – September 17, 2025

The next regular Board meeting is scheduled for September 17, 2025, at 3:00 P.M.

8. Adjournment

There being no further business, Chair Norouzi motioned to adjourn the Board of Trustees meeting 4:38 P.M. Trustee Frieda Takamura seconded, and the motion carried.

JESSICA NOROUZI, Board Chair
Board of Trustees



YOSHIKO HARDEN, President
Renton Technical College


