

Renton Technical College
Board of Trustees Meeting
January 21, 2026

AGENDA ITEM: 1. CALL TO ORDER

SUBJECT:

BACKGROUND:

Board Chair Cooper will carry out the Notation of Quorum and call the meeting to order.

BOARD CONSIDERATION

Information

Action

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
January 21, 2026

AGENDA ITEM: 2. ADOPTION OF MINUTES

SUBJECT:

BOARD CONSIDERATION

Information

Action

BACKGROUND:

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

- A. December 17, 2025 – Special and Regular Meetings

RECOMMENDATION:

Approval as presented.

Hybrid Special Meeting: Building I Boardroom

Join by Zoom link or phone: <https://rtcedu.zoom.us/j/85955125679> / +1 253 215 8782 US (Tacoma) 859 5512 5679

Hybrid Regular Meeting: Culinaire Room (I-108)

Join by Zoom link or phone: <https://rtcedu.zoom.us/j/86866830371> / +1 253 215 8782 US (Tacoma) 868 6683 0371

I. SPECIAL MEETING

1. Call to Order

Board Chair Tim Cooper called the meeting to order at 1:00 P.M. and noted a quorum.

2. Public Comments

There were no public comments

II. EXECUTIVE SESSION

1. At 1:40 P.M. an Executive Session was called to review the performance of a public employee for purposes of Tenure, in accordance with the Open Public Meetings Act (RCW 42.30).
2. The Executive Session concluded at 2:04 P.M.
3. Return to Open Session

III. SPECIAL MEETING

1. Meetings

A. Regular Board Meeting – December 17, 2025

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

2. Adjournment

There being no further business, Trustee Zappone motioned to adjourn the Board of Trustees meeting at 2:05 P.M. Trustee Entenman seconded, and the motion carried.

IV. REGULAR BOARD MEETING

1. Call to Order

2. Board Chair Tim Cooper called the meeting to order at 3:00 P.M. and noted a quorum.



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3. Adoption of Minutes

A. November 19, 2025 – Special and Regular Meeting

Trustee Zappone introduced a motion to approve the minutes for the regular meeting held on November 19, 2025. Trustee Norouzi seconded and the motion carried.

4. Action Item

A. Tenure Advancement

1. Second to Third Year Advancement

After considering the recommendation of the tenure review committee and all other recommendations, Trustee Entenman moved that Felisha Jackson be promoted from second to third year status. Trustee Norouzi seconded and the motion carried.

5. Communications

A. General Information/Introductions

Executive Director Doris Martinez introduced two new leaders joining the college community. Yalda Naimzadeh was welcomed as the new Executive Assistant to the Executive Director of DEI, bringing valuable experience from her previous role as a Student Success Specialist. E.D. Martinez also introduced Le'Onna Lee, who will serve as the interim Director of Student Life after previously leading the Outreach Community Recruitment team.

VP Stephanie Delaney followed with the introduction of Zefire Skoczen, who has been appointed as the permanent Dean of Health and Human Services. VP Delaney highlighted the expertise and stability Zefire brings to the division in this new leadership role.

B. Correspondence

There was no correspondence

C. Public Comments from the Audience

There were no public comments

D. Student Leadership

Treasurer Afonso Vaituma and Secretary Mirella Valle shared their enthusiasm for the upcoming Winter Quarter and the New Student Orientation (NSO), noting that this year's event will include interactive games to help build community. They highlighted plans for a bingo activity designed to engage both new and returning students during orientation.

ASG will also host a welcome table on January 5th to greet students as they return to campus. The table will offer hot chocolate and cider, along with printed schedules and a QR-code survey to encourage student feedback and participation. Students who complete the survey will have the opportunity to win prizes, helping to create a warm and engaging start to the quarter.

E. Renton Federation of Teachers

Dr. Huma Mohibullah, President of the Renton Federation of Teachers (RFT), joining the meeting remotely, thanked the trustees for revisiting the financial emergency declaration last month. She shared that the RFT has conducted its own review of the college's financial position, using publicly available dashboards and information provided through collaboration with Vice President Jackson. She emphasized that labor is one of the institution's greatest assets and should be viewed as such in financial planning. Dr. Mohibullah noted that while the upcoming legislative session will be challenging, RTC has already taken significant steps to adjust its budget, whereas many other colleges are still in the early stages of doing so. She expressed RFT's view that the current deficit does not warrant the continuation of the financial emergency, particularly given the uncertainty and anxiety it creates across campus. RFT has identified approximately \$1.5 million in potential support that could help resolve the deficit, and she pointed to ongoing bonuses, hiring, and construction projects as indicators that the emergency was declared in anticipation of losses rather than in response to them. She invited the Board to meet directly with RFT to discuss the college's financial position, noting that faculty remain unclear about the source of some financial figures and would appreciate further clarification. She also echoed comments made by Trustee Entenman regarding the importance of transparency and shared understanding. Dr. Mohibullah briefly addressed the trustee appointment process, noting that colleges statewide are emphasizing that many issues are local and that accountability questions should also be directed internally. She reported that the recent Professional Development Day was a success, with leadership providing flexibility and expanded options for faculty—particularly helpful during the recent flooding. She thanked those who coordinated the flex option, set up Zoom rooms, and organized the agenda. She closed by wishing everyone a restful holiday break. Chair Cooper thanked her for the update and apologized for not having immediate responses to some of the questions raised, noting that follow-up conversations will occur.

F. Written Communication Reports

Chair Cooper thanked for all the reports, and especially enjoyed the videos.



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6. Action Item

A. Board Reserve Action

The Board engaged in an in-depth discussion regarding the college's reserve levels and long-term financial stability. Chair Cooper opened the conversation by reiterating the trustees' responsibility to ensure RTC remains financially healthy for decades to come. He emphasized the importance of understanding how much the Board Reserve currently holds, how much is needed, and how RTC compares to other community and technical colleges—especially given ongoing financial uncertainty across the sector.

At the previous meeting, Trustee Norouzi requested examples from peer institutions. In response, Vice President of Administration Jake Jackson provided a comparative overview. Clover Park, which is approximately 10% larger than RTC, operates with a \$29.1 million reserve. Lake Washington Institute of Technology uses a 15% reserve guideline and delegates reserve-related decisions to the president. Bellingham Technical College maintains a reserve equal to 15% of operating expenditures, totaling \$11 million, despite being one-third the size of RTC. Tacoma Community College sets aside 17% of operating expenditures, and Pierce College maintains 15%.

VP Jackson then reviewed RTC's own reserve policy, which includes:

- A minimum reserve equal to two months of operating expenditures for cashflow stability
- An emergency reserve for unexpected repairs
- An innovation fund equal to two weeks of operating expenditures

Together, these components total approximately \$14 million, or 27% of RTC's operating expenditures—placing RTC in the mid-range compared to other institutions, whose reserves span from 11% to 49%.

VP Jackson also provided an update on the Certificate of Participation (COP) financing. RTC had anticipated signing COP documents in February, with a debt service payment due in June. Due to logistical timing—specifically the need to go out to bid for the J Building remodel in March—the signing will now occur in June, shifting the first payment to December. As a result, the administration recommended transferring the unspent \$500,000 debt service allocation into the Board's operating reserve to support next year's financial obligations.

Trustees raised several questions during the discussion. Trustee Entenman asked whether the delay in signing the COP was due to financial concerns; VP Jackson clarified it was strictly logistical. Chair Cooper asked whether other colleges were experiencing similar enrollment trends. VP Jackson noted that Clover Park is growing rapidly, Bellingham Tech has recovered well but remains below pre-COVID

levels, and Lake Washington is the most stable—placing RTC near the middle of the pack.

Trustee Norouzi expressed difficulty comparing reserve percentages across institutions, given their varying sizes and structures. Trustee Entenman asked whether RTC should consider growing its reserve. VP Jackson explained that doing so would require setting aside additional operating funds, which is challenging given the tight budget and the new allocation model that recalculates funding annually based on FTE relative to other colleges. This makes long-term projections more complex.

Trustees also asked whether the surplus could be used for purposes other than reserves. VP Jackson recommended placing the funds into the operating reserve, which currently holds approximately \$800,000. He explained that the operating reserve provides the president with flexibility to balance the budget in deficit years. Although RTC has never needed to tap into it, increasing the reserve to roughly \$3 million would strengthen the college's financial resilience.

When asked what circumstances would trigger the use of the Board Reserve, VP Jackson noted that this would occur only if the state legislature failed to pass a supplemental budget and adjourn by June 30, preventing OFM from releasing funds on July 1—a situation that has not occurred in over a decade.

Following discussion, Chair Zappone moved to approve the transfer of the unspent \$500,000 debt service payment into the Board's operating reserve. Trustee Norouzi seconded the motion, and it passed. Trustee Entenman requested that the Board formally explore proactive strategies to increase the reserve in the future, and VP Jackson agreed to bring forward recommendations.

7. Discussion/Reports

A. President's Report

President Harden opened the meeting by welcoming everyone and acknowledging the impact of the recent flooding across the region. While RTC experienced only minor water intrusion from the heavy rains, the college closed temporarily to help keep employees and students off the roads during the worst of the conditions. She expressed concern for those in the community who were more directly affected.

She thanked faculty, staff, and administrators for their work throughout Fall Quarter and for navigating difficult conversations and decisions that continue to strengthen the college. President Harden shared that she recently participated in a joint Instruction and SSLT retreat, where teams reviewed program-by-program enrollment trends and operational constraints. She noted that there is much to celebrate as the college moves into 2026, with enrollment

increasing across General Education, Professional-Technical programs, and tuition-paying FTE overall.

As the college transitions into Winter Quarter, several major initiatives are underway. Boeing has officially gifted \$250,000 to support the Renton Promise program—the largest contribution from Boeing on record. This effort reflects a strong partnership between the City of Renton, the RTC Foundation, and the college. The city has also committed \$200,000 over the next two years to further support the program.

President Harden highlighted the success of the RTC Culinary Holiday Buffet, thanking Trustees Zappone and Takamura for attending. The event even received attention on social media, where an Instagram influencer featured it as an “economic date” option. She also praised the recent All-College Professional Development Day, noting the high quality of workshops led by RTC faculty and staff, particularly those focused on accessibility and artificial intelligence.

She shared that she and Executive Director of Innovation & Strategic Partnerships, Wade Parrott, recently met with representatives from Year-Up, an international organization interested in partnering with RTC and Swedish; more information will be forthcoming as discussions continue. She also attended the South Puget Sound legislative breakfast with Foundation Executive Director Carrie Shaw, where state representatives discussed anticipated challenges in the upcoming session, including impacts on transportation funding.

On a personal note, President Harden shared that she has resigned from the Alliance for Education Board. With the organization’s new strategic plan focusing more directly on Seattle Colleges and Seattle Public Schools, she felt it was more appropriate for representatives from those institutions to serve in that role.

Looking ahead, the college is preparing to go out to bid for the Funding Hub and the remodel of Building L. Legislative priorities continue to take shape, and the Governor’s budget is expected next week. RTC will provide a campus update in January. President Harden will coordinate with Trustee Zappone on upcoming legislative visits, and Trustee Entenman suggested that January would be an ideal time to meet with legislators.

Dr. Harden closed by noting that with the new state allocation model, RTC will need to develop a strong strategy around retention and class size management to ensure continued enrollment growth and financial stability.

B. Financial/Budget Status

VP Jacob Jackson shared an update on the college's financial performance through the end of November 2025. To date, the college has collected 51% of its annual revenue, with fees and tuition trending in the mid-70% range. Winter Quarter tuition has already been collected, totaling \$5.5 million compared to \$4.8 million at this time last year, reflecting the college's enrollment growth. While the college is producing fewer goods overall, the cost of goods has increased; however, travel restrictions have helped offset some of these rising expenses. CTS Executive Director John Henry Whatley was recognized for his effective work in replacing equipment and negotiating favorable pricing with vendors. Student aid expenditures are currently lower than last year because the state delayed releasing Opportunity Funds until this month.

Chair Cooper noted that the college is currently \$4.1 million ahead in revenue and \$700,000 ahead in expenses. VP Jackson explained that tuition revenue will plateau after Spring Quarter registration, with no additional tuition collected after February. State allocation revenue will also stop accruing in April. Because most revenue is received in the first nine months of the fiscal year while expenses continue through year-end, the financial picture will naturally rebalance over time. Chair Cooper emphasized that, given the declared financial emergency, the college should closely examine whether the current surplus will be needed to offset projected expenses and increased enrollment. VP Jackson agreed and will begin including forward-looking projections in next month's report.

VP Jackson also reviewed operating revenue and expenditures for the month ending November. Fees and tuition collections remain strong at 75%, and the \$5.5 million collected so far reflects the college's enrollment increases. Running Start and Youth High School enrollments are consistent with last year, with potential growth expected in January or February. Enterprise revenues are up compared to last year, and staffing levels in the Scott and Innovation divisions are slightly higher. Expenses remain favorable overall, with total spending \$200,000 below last year. Benefits costs are down, goods and services are slightly behind projections, and travel may increase modestly. E.D. Whatley's cost-saving efforts in technology replacement continue to positively impact the budget. Student aid remains lower than last year due to delayed state disbursements. The college has spent approximately \$13 million to date, leaving a \$4.8 million gap in net dollars.

Facilities updates were also provided. Sound-masking systems will be installed in Building I in December, with potential expansion to other areas if successful. The college has submitted paperwork to convert the Trades Building major capital project into an intermediate project, with projections coming in lower than originally anticipated. The college anticipates receiving \$15 million to remodel Building A. Work continues on Building L, and several classrooms in Building C have been refreshed to provide larger instructional spaces.

Chair Cooper suggested that including financial projections would provide clearer visibility into future conditions, and VP Jackson confirmed that these projections will be incorporated beginning next month.

8. Board of Trustees

A. Foundation Liaison Report

The position remains vacant at this time. Chair Cooper expressed appreciation to the Foundation for their continued dedication and hard work during this period, noting the important role they have played in maintaining momentum and supporting ongoing initiatives despite the vacancy.

B. Legislative Action Liaison Report

Vice Chair Bob Zappone provided the Legislative Action Report and noted that Dr. Harden had already covered most of the key updates. He acknowledged Trustee Entenman's earlier comments regarding the timing of legislative visits and agreed that her perspective was helpful. At this stage, there is little new information coming out of Olympia, and the overall climate remains marked by uncertainty and apprehension. Trustee Zappone emphasized that the release of the governor's proposed budget will be an important turning point, as it will give the college a clearer foundation for planning. He added that the upcoming short legislative session is expected to heighten both difficulty and tension.

Dr. Harden additionally shared that February 5th will be Student Legislative Day and that she is working with ASG to coordinate student participation.

C. Community Advisory Committee Liaison Report

Trustee Norouzi provided an update on the College Advisory Council (CAC), noting that a new meeting has been scheduled for early in the new year. She expressed appreciation to E.D. Parrott for spearheading the launch of the

council and helping establish its initial framework. Dr. Harden added that the upcoming meeting will focus on outlining the council's mission and objectives, beginning with a core group of members before expanding participation as the structure becomes more defined. Jessica shared that additional updates will be available in January as the work progresses.

9. Meetings

A. Regular Board Meeting – January 21, 2026

Chair Cooper shared that the Board held its retreat last week, where members reviewed the college's accreditation and Strategic Enrollment Plan updates. He noted that it was encouraging to see how the college is performing and how progress toward institutional goals is being measured. The retreat also included a discussion about the broader system landscape, particularly the political and financial uncertainty facing community and technical colleges across the state. The Board spent time reviewing its own policies to strengthen rigor and clarity, including those related to the Board reserve. The day concluded with a productive conversation with Foundation leadership and a review of their annual report, which Tim commended for being fully online—an approach that improves accessibility and reduces mailing costs.

Dr. Harden announced that the Student Success Gala will take place on March 7, and tables are now available for purchase.

Trustee Entenman shared that she has been appointed by the Governor to serve on the State Board for Community and Technical Colleges. Because she cannot serve on two boards simultaneously, she will be stepping down from the RTC Board, though she emphasized that she will always remain a member of the RTC community. She expressed deep gratitude for the opportunity to serve over the past eleven years and spoke with pride about the college's progress and the dedication of its employees. Trustee Entenman reflected on the retreat discussions, noting the robust conversations around the budget, the Strategic Enrollment Plan, and the college's position within the statewide system. She appreciated the review of Board policies and valued the time spent with the Foundation, which continues to build strong support structures for students. She also thanked staff for providing electronic report packets, which she found easier to read. She closed with heartfelt remarks about her service.

10. Adjournment

Chair Cooper closed the meeting by expressing the Board's gratitude for the years of service and expertise contributed, and he extended warm holiday wishes to everyone in attendance. Following his remarks, Trustee Zappone moved to adjourn the meeting, and Trustee Norouzi seconded the motion. The Board voted unanimously in favor, and the meeting was adjourned at 4:16 p.m.

Renton Technical College
Board of Trustees Meeting
January 21, 2026

AGENDA ITEM: 3. COMMUNICATIONS

SUBJECT:

BOARD CONSIDERATION

Information
Action

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

RECOMMENDATION:

None.



Administration and Finance Report
Renton Technical College Board of Trustees
December 17, 2025

Financial Report

For month ending December, we are about 50 percent through the year. Revenue collection is about 59 percent. Tuition and fees are up about \$1.2M from December 2025. Scholarship and Student Loan Received is up \$985k from last year. We have drawn down \$16.8M this year compared to \$15.8M in state allocation last year.

Expenses are about 46 percent. Expenses are about \$22.2M through December compared to this time last year of \$22.6M last year. Salary and benefits are about \$11.9M, which is about \$600K less than this time last year.

Our ending cash and investment balances are about \$20.2M.

Business Office

- General Ledger Accountant – Interviews have been conducted

Food Services & Rentals

December Financial Summary

	2024 Revenue	2025 Revenue	Change
Bakery	503.75	2,299.50	1,795.75
Culinary Room	-	797.40	797.40
Food Service	1,481.32	6,771.20	5,289.88
Catering	74,127.08	84,509.08	10,382.00

Profit Report

Total food service revenue increased from 76,112.15 in 2024 to 94,377.18 in December 2025, reflecting an overall growth of 18,265.03 (approximately 24%). Growth was driven by increased bakery sales, resumed culinary room operations, a successful holiday buffet, and higher catering revenue.

Facilities & Grounds

- **Maintenance**
 - Replacing ceiling tiles and lighting and painting in classrooms in Building C
 - Removing the wall between C109 and C110
 - Replacing ceiling tiles in building I #214
- **Custodial**
 - 1 vacant position
 - Team is starting cross training in other building to assist when we are short staffed
- **Grounds**
 - Clearing ground drains and downspouts
 - Cleared out all irrigation lines in preparation for winterization

Capital

Minor Capital projects for Current Biennium (2023-2025):

- **2025-555 - Building L Conversion**
 - The funding documents have been signed.
 - 30 day metering is occurring.
- **2024-551 - Transformer Replacement project**
 - A pre-construction meeting occurred on December 3.
- **2025-551 - Bookstore Conversion**
 - DES is reviewing the set of drawings and specs.
- **Building B Inclined Platform Lift**
 - Installation started last week.
- **Monument Sign**
 - Signs Plus is working with the city of Renton to determine permit requirements
- **Sound Masking**
 - Was installed in I209 and I214



College Technology Services
Renton Technical College Board of Trustees
January 18, 2026

College Technology Services

Winter Quarter

CTS started the quarter off strong, with support with New Student Orientation (NSO) to classroom preparation. The beginning of the quarter has been very smooth and support requests are down 50% year over year for week 1 of the Winter term.

Technology News & Updates

CTS has a new team member, Kaylie Velazquez-Becerra. Kaylie will join CTS as a Technology Support Analyst (TSA) and brings a bilingual IT and higher education background and is also an RTC graduate.

CTS participated in the State Auditor's Office (SAO) free cyber checkup program and continues to focus on cyber defenses. We just wrapped up our RTC annual cybersecurity training for all employees (12/31).

Technology Improvements

CTS is working closely with Instructional Support and Facilities on the remodeled C Building west wing instructional spaces. These renovated spaces will create a learning environment with more physical and technological capacities. They will be configured to be FLEX spaces and have lecture or computer options with two laptop carts and 52 laptops for mobile use.

There are more updates happening in the Library and the Instructional Support workspace. CTS will be relocating employees and setting up more spaces to help develop this space for faculty learning, development and support.

Upcoming

Annex and downtown Burnett location network upgrades

SharePoint Relaunch – Based on Campus Climate Listening Sessions

Accessible Audio and Video (A/V) upgrades in the Cafeteria multi-use space



Communications and Marketing Report
Renton Technical College Board of Trustees
Jan. 21, 2026

ENROLLMENT MARKETING

Marketing and email campaigns aimed at Winter Quarter registration again outperformed industry standards, generating nearly 800 form submissions and contributing to enrollment growth. We continue to work with the CRM company, EAB Navigate, to resolve data import errors on their end that are affecting the proper generation of reports.

COMMUNICATIONS and PROJECTS

Team members collaborated with the RTC Foundation to create marketing materials and the website for the March gala fundraising event and with the Office of DEI to promote the MLK Commemoration events. The team is collaborating with Student Life to create the new Ravens mascot.

Creative Services Director Evyson Beasley developed a fun New Year's Greeting for the community. View the animated version of the greeting here: [New Year's Greeting](#).



NEWS and Web

New content included:

Renton Promise expands with Boeing Grant

MLK 2026 Commemoration Week

Funding Round Up (coverage of Renton Promise Boeing Grant)

Community College Daily

Jan. 8, 2006

Social Media Highlights

Audience growth and engagement continue to grow. Net audience growth is up 37% year over year. Big news (Boeing) and timely weather updates drove the month with a mix of PR and essential updates.

Other impressive metrics:

- Engagement is up more than 1,023%
- Post link clicks up,566%
- Engagement rate: 865%

Most popular posts:

- Boeing invests \$250,000 in Renton Promise,” drove massive single-post engagement
- Multiple weather/closure posts had high click rates and helped drive traffic to resources, creating trust among our community.



Diversity, Equity, and Inclusion Report
Renton Technical College Board of Trustees
January 21, 2026

Diversity, Equity & Inclusion Council (DEIC)

DEIC meetings will resume on January 12, 2026. General meetings are held on the 2nd Monday of each month in FLEX format on Zoom and C-111 from 2:30-4pm. All DEIC committees host an additional one-hour meeting per month, for a committee commitment of 2.5 hours per month. January's meeting will focus on the DEIC priorities.

2025-2026 DEIC Winter & Spring Meeting Schedule

- Monday, January 12, 2026
- Monday, February 2, 2026
- Monday, April 13, 2026
- Monday, May 4, 2026

Diversity, Equity & Inclusion (DEI) – Division Updates

Rev. Dr. Martin Luther King, Jr. Commemoration Week: January 20-22, 2026

RTC's 4th Annual MLK Commemoration, ***Beacon of Hope: Engage. Educate. Activate.***, is scheduled Tuesday, January 20 to Thursday, January 22, 2026. Sponsored by the Division of Diversity, Equity and Inclusion, MLK Commemoration is a programming series that *honors and examines the enduring legacy of Rev. Dr. Martin Luther King, Jr. Held the week of the federal MLK Day holiday, our program aims to engage our community in a deep examination of Rev. Dr. King Jr.'s teachings centered in justice, equity, and social change.*

All events are open to students, faculty, staff and the greater community.

Special thank you to the 2026 MLK Commemoration Planning Committee: Jojo Downs, Angel De La Garza, Amaury Avalos, Yalda Naimzadeh, Chelsea Good, Dr. Osure Brown, Karla Perez and Doris Martinez

Schedule of Programs

For information, visit <https://rtc.edu/about-rtc/dei/MLK.php>

Tuesday, Jan. 20 | 11:30 a.m. – 12:30 p.m.

Keynote Address Presented by John Wayne Houston | Blencoe Auditorium C101
Reception 1 – 2 p.m., Library Atrium

Wednesday, Jan. 21 | 1:30 – 2:30 p.m. | Unity Center, Building D

Architects of Tomorrow: Cultivating Resilience, Hope, and Radical Self-Awareness

Presented by Sherese Danielle Ezelle

Thursday, Jan. 22 | 12:30 – 2:00 p.m. | Unity Center, Building D

Education, Justice, Labor, and the Work of Collective Care: Presented by Davida Sharpe

An MLK Reflection on Building Educational Environments Rooted in Dignity

TRIO Student Support Services

[Renton Technical College was awarded the TRIO Student Support Services \(SSS\) Grant](#) in September 2025. The Federally-funded U.S. Department of Education program is designed to increase college success for first-generation, low-income, and students with disabilities. The program provides national network supporting academic achievement and postsecondary completion. The goal of SSS is to increase the college retention and graduation rates of its participants.

The TRIO SSS Advisory Board formed and met for its first meeting in December 2025. The TRIO Student Support Services (SSS) Advisory Board serves as a collaborative body that provides guidance, advocacy, and strategic input to strengthen the success and sustainability of the TRIO SSS Program at Renton Technical College (RTC). The Board ensures the program remains aligned with its federal objectives and RTC's *Be the Place Strategic Equity Plan*, supporting equitable access, retention, graduation, and transfer for first-generation, low-income students, and students with disabilities.

The Board has issued a communication to all students regarding the TRIO SSS program, which includes a student interest form. Upon completion of TRIO staff hiring, a formal intake process will commence later this quarter.

Student Leadership & Programs – ASG Winter Quarter Updates

Welcome Week (Jan 5–9, 2026)

- Purpose: Welcome students back to campus and increase awareness of campus resources.
- Highlights & Impact:
 - Hosted Hot Cocoa & Apple Cider while guiding students to classes.
 - Launched a Campus Resource Survey to assess student awareness and access to campus services.
 - Organized a Campus Resource Scavenger Hunt, with prizes for participants.

Student Advocacy Day (Feb 4–5, 2026)

- Purpose: Provide ASG student leaders with exposure to legislative processes and advocacy.
- Leaders will participate in meetings in Olympia, gaining insights into state-level policy work and building a foundation for future advocacy initiatives.

Upcoming Winter Quarter Events

- **Lunar New Year Celebration** – Feb 17, 11 AM–2 PM, Cafeteria: Promotes cultural awareness and community connection.
- **Black History Month Spoken Word Event** – Feb 25, 1–3 PM, Blencoe: Highlights student voices and celebrates cultural heritage.

Winter Quarter activities by ASG have focused on student engagement, awareness of campus resources, and civic leadership development, aligning with RTC's goals of fostering an engaged, informed, and connected student body.

Unity Center

- Programming @ the Unity Center
 - Programming for the Winter Quarter at the Unity Center is posted! This quarter, we are honored to cohost events with the Rev. Dr. Martin Luther King, Jr. Commemoration Planning Committee, Executive Director of Diversity, Equity, and Inclusion Doris Martinez, Whites for Accountability, and Ewyson Beasley, Creative Services Director at RTC. Additionally, the Unity Center Peer Navigators will each host an event. To participate or encourage attendance, please visit our [website](#). Calendar invites for events will arrive as we get closer to the scheduled events.
- [Students of Color Conference 2026](#) – Columbia Basin College in Pasco, WA
 - The goal of the conference is to support students from Washington State community and technical colleges in becoming more active proponents of their own education and life choices, and to expand the opportunities and possibilities for students to become agents of change.
 - The application for students opened 1/5 and will close on 1/25. Students were notified on 1/6 and reminders will be sent the week of 1/19. Hybrid info sessions will be held for students with questions/concerns.
 - Reminders for students:
 - All currently enrolled RTC students in good standing are encouraged to apply. Notifications should be sent out in early February.
 - Please note that there is no cost for students to participate. Transportation, lodging, and meals will be covered.

- For any questions, please email the Unity Center @ unitycenter@rtc.edu.



Human Resources

Renton Technical College Board of Trustees

December 2025 Report

The following personnel actions occurred during December 2025 and are presented for the Board of Trustees' information

AFT	Effective Date	Position	Department
WFSE	Effective Date	Position	Department
-Hires			
Neclisa Floyd	12/1/2025	Enrollment Services Specialist <i>(position change)</i>	Enrollment Services
Prof Tech	Effective Date	Position	Department
-Hires			
Jasim Rasheed	12/1/2025	Data Analyst	Institutional Research & Effectiveness
Yunhee Cho	12/29/2025	Human Resources Assistant	Human Resources
Stephen Foster	12/29/2025	College & Career Pathways Navigator	College & Career Pathways
Exempt	Effective Date	Position	Department
-Hires			
Zefire Skoczen	12/1/2025	Dean of Health & Human Services <i>(position change)</i>	Health & Human Services
Le'Onna Lee	12/1/2025	Interim Director of Student Life <i>(position change)</i>	Diversity, Equity, & Inclusion
-Separations			
erin lewis	12/5/2025	Executive Assistant – President	Office of the President
RFT	Effective Date	Position	Department
-Hires			
Michael Bennett	12/2/2025	Adjunct Faculty	General Education
Leslie Hinojo	12/10/2025	Adjunct Faculty	College & Career Pathways
Jacob Gerhardt	12/16/2025	Adjunct Faculty	Advanced Manufacturing
Michelle Andes	12/17/2025	Adjunct Faculty	Nursing
Jess Valentine	12/29/2025	Adjunct Faculty	General Education
Derek Jones	12/29/2025	Adjunct Faculty	Advanced Manufacturing
Ahmed Fahad	12/31/2025	Adjunct Faculty	College & Career Pathways

	Monthly Total Hires	% of Diverse Hires YTD
Full-Time	3	73%
Part-Time	7	57%



Innovation and Strategic Partnerships Report

Renton Technical College Board of Trustees

January 21, 2026

Overview

The [Office of Innovation and Strategic Partnerships \(OISP\)](#) aims to build and sustain community-centered partnerships that expand access to education and strengthen workforce pathways. Our approach is intentional and focused on collaborating with organizations that serve populations aligned with RTC's mission. These partnerships help address basic needs, increase community engagement, and create clear entry points into Continuing Education and academic programs. The office also convenes the President's Community Advisory Committee, bringing together regional leaders who provide insight on workforce trends and opportunities that support RTC's Strategic Equity Plan.

Community Partnerships

Renton Chamber of Commerce, Renton School District & 828 Flow

RTC partnered with the Renton Chamber of Commerce and the Renton School District (RSD) to support a community-wide shoe drive benefiting RSD students and their families. The effort was led and coordinated by RTC's newest community partner, 828 Flow, a grassroots organization focused on fostering dialogue, literacy engagement, and community connection—particularly around neighborhood safety, economic insecurity, and pathways to upward mobility.

Through this collaboration, more than 300 pairs of shoes were collected and will be distributed to Renton School District students and families, supporting student well-being and family stability across the community.

Goodwill Tacoma & Milgard Training Center

RTC continues its partnership with Goodwill Tacoma through the Milgard Training Center, where RTC hosts monthly workforce training information sessions for local community members and recently discharged veterans. These sessions provide information on short- and long-term training opportunities and are especially beneficial for veterans, as RTC's programs allow participants to maximize military education benefits, including housing allowances. Veterans are able to access professional-technical and select non-credit training opportunities while leveraging King County housing benefits, even when residing in Pierce County.

Continuing Education

Brazilian Jiu-Jitsu & Self-Defense (Winter Quarter)

Beginning Winter Quarter, RTC will offer a Brazilian Jiu-Jitsu and Self-Defense course taught by James Dowdy, a member of RTC's Security staff who was recently promoted to Brown Belt. Brazilian Jiu-Jitsu emphasizes technique, leverage, and control, making it effective for practical self-defense while also supporting improved strength, flexibility, cardiovascular health, and stress reduction. The course provides a smaller, more personalized learning environment than many larger martial arts schools in the greater Renton–Seattle area.

Civil 3D Advanced Computer Applications

RTC Continuing Education is also preparing to launch Civil 3D Advanced Computer Applications, taught by Desi Schilling, an RTC teacher in the Surveying program and a strong advocate for workforce-aligned technical education. The course builds on a previously successful online offering and responds to industry demand identified through Desi's connections with local trade associations. The course focuses on advanced technical skills, including:

- Creating smart 3D models that show not just what a project looks like, but also how it works
- Combining survey measurements, maps, and land elevation data to create accurate building site designs
- Designing roads and other infrastructure in 3D so changes can be made quickly and easily
- Automatically creating construction drawings and calculating material quantities
- Sharing and connecting designs with other commonly used building and mapping software

This offering supports both incumbent workers seeking advancement and employers looking to strengthen technical capacity within their workforce.

President's Community Advisory Committee (CAC)

Inaugural Winter Quarter Meeting

The President's Community Advisory Committee (CAC) held its inaugural meeting on the first day of Winter Quarter, convening RTC leadership alongside key regional partners, including Renton Mayor Armando Pavone, Dr. Warren Brown of College Spark, and Kevin Smith from the Renton School District. The meeting established the CAC's purpose and reviewed regional workforce, economic, and educational priorities. Cross-sector perspectives looking ahead to 2026 highlighted strong organic alignment around shared goals and collaboration opportunities in support of RTC's mission. The committee agreed to meet quarterly to sustain engagement and momentum. The next meeting will be held in person at RTC during Spring Quarter to build on relationships, ideas, and collaborative opportunities identified during the inaugural convening.



Institutional Research and Effectiveness
Renton Technical College Board of Trustees
January 21, 2026

Strategic Planning & Accreditation

- The **five strategic priority activities** identified by Cabinet have been assigned to designated stakeholders for ownership. Progress is being actively monitored by the Strategic Equity Plan (SEP) Implementation Task Force using Microsoft Planner, and all activities are currently underway.
- The SEP Implementation Task Force is developing a rubric to evaluate the alignment of **operational unit plans** with the SEP.
- Institutional Research & Effectiveness (IR&E) is finalizing **strategic indicator targets** for the remaining years of the SEP in alignment with NWCCU feedback. These targets will be presented to Cabinet for approval later this month.
- A new presidential task force has been approved to strengthen **RTC policy and compliance**, support preparation for the NWCCU PRFR report, and advance campus climate improvement efforts.
- In support of **SEP Priority #5 (data culture)**, the IR&E office and Data Integrity Group continue to advance data competency, literacy, and data-informed decision-making across campus.

Unit/Budget Planning

- The **2025-26 Unit and Budget Planning process** concluded on December 31, 2025. Unit Plans are available on the IR&E SharePoint site. A total of 36 budget requests were submitted, including 17 Materials & Supplies requests and 19 Labor-related requests. VP ranking, Cabinet review, and Resource & Planning Council review will take place later this month.
- IR&E has refreshed its **unit outcomes** to strengthen accountability and support measurable progress. The next formal assessment cycle is scheduled for Fall 2028.

Student Learning & Assessment

- The **Assessment Committee** is developing faculty training focused on updating program learning outcomes to align with recent program review findings.

Data & Reporting

- The **IPEDS Winter Survey** is currently underway and is expected to be completed in early February.
- Initial analysis of **Workforce Pell** data has begun in preparation for implementation later this year.
- Institutional Research data and narrative responses have been submitted in support of the **Perkins** Comprehensive Local Needs Assessment (CLNA) report due this month.

ctcLink & Process Improvements

- IR&E is supporting the implementation of the new **Student Financial Responsibility Agreement (SFRA)** and **CCP re-registration** processes by providing recurring student data lists.
- Of the eight **enhancement requests** submitted for the travel and expense module, seven received at least 80% college support. These requests have been formally submitted to SBCTC and are pending approval by the ctcLink Working Group.

Ongoing Projects

- RTC continues collaboration with **EAB** on **software configuration** efforts.
- In December, IR&E completed ten **ad hoc data and research requests**.

Staffing Updates

- In response to budget constraints, the office has **reorganized staff responsibilities** to streamline workloads while minimizing impacts to service and output. ctcLink and technical system-related functions have been consolidated within one position, allowing additional capacity to be focused on research, data analytics, and institutional effectiveness work.



Instruction Report

Renton Technical College Board of Trustees

January 21, 2026

Instruction Update

This month you'll get a different lens on our College and Career Pathways program and on how we support the work of Instruction.

College and Career Pathways: Dean Ali Cohen takes you with her into the weeds, illustrating some of the complexities of CCP. At the end, you'll be reminded of the incredible scope of our CCP Programs.

[CCP Update](https://youtu.be/awDyFUf9UUw) - <https://youtu.be/awDyFUf9UUw>

Instructional Support: Dean Andrea Samuels leads our newest department, Instructional Support. She gives you a comprehensive overview in this video update.

[Instructional Support Update](https://youtu.be/z_E8Atb6LqM) - https://youtu.be/z_E8Atb6LqM

Governance: As the college Accreditation Liaison Officer (ALO), my work on college governance continues. This month, we launched two new governance focused publications.

The first is a [**Quarterly Governance Communication**](#). This document summarizes highlights of activity from all of our governance councils and committees. It's wonderful to see the amazing work of our college in a single document.

The second is a monthly communication that I've titled the [**Raven's Eye**](#) (the Raven is RTC's new mascot). The Raven's Eye puts all of our council and committee meetings for the month in one place. It will make it much easier for people to follow and get involved with the work of the college.

This follows on the [**Governance Training**](#) that launched in the fall. The Governance Training helps everyone involved in governance to understand how to be an effective representative.



Student Services
Renton Technical College Board of Trustees
January 21st, 2026

Winter quarter off to a busy start

On Friday, January 2nd, New Student Orientation welcomed over 200 new students. In addition to learning critical information to get off to a positive start, students got to meet classmates, faculty, tour their classrooms and campus, as well as practice logging into Canvas, ctcLink, and their email. The LRCC helped nearly 100 students get their student ID cards, with dozens more returning during Week 1 to complete that task.

The Student Success Center saw over 500 students during the first 3 days of the quarter. This level of in-person traffic during Week 1 is the busiest we have seen since the pandemic. The LRCC food pantry had 360 visits during Week 1 as well. Increased enrollment is evident in demand for services.

Campus Security continues to improve campus resilience capabilities

Campus Security is awaiting delivery of a 50Kw towable generator to support the CTS data center and Building N Emergency Operations Center in the event of extended power outages. This addition to back up data infrastructure will allow us a physical space for 26 people to work together comfortably in the event of an emergency with loss of power. If building J loses power but the rest of campus is unaffected, we will be able to support the data center and core switches to continue to provide network access to the rest of the campus. We will look to add infrastructure to support powering the I building walk-in coolers during power outages when feasible.

Elijah's Pantry and the Wellbriety Center get new homes

This quarter, the food pantry is undergoing a remodel. We are relocating Elijah's Pantry to a room just across the hallway from where it currently resides – this move more than triples its footprint to a space of nearly 1,000 square feet. This follows research and a series of food pantry visits at other colleges LRCC Director Sandoval completed in fall quarter. Our goal was to explore ways to have both a larger space, as well as an enhanced experience for users. The space has been remodeled to include a new sink/cabinetry (which aligns to Department of Health recommendations), as well as newly installed durable flooring that can be easily cleaned and maintained. Additional wire racks are being added for safe and organized food storage. This removes food from the cramped LRCC space that was never adequate to facilitate this service to the level it has grown. Once open, students will have a more private, clean, and organized experience.

The Wellbriety Center will move to be co-located with the Career Services area. This space is getting a refresh in paint, carpet, and lighting. The furniture and materials from the

Wellbriety Center will be moved to create a revitalized and welcoming space. This is a part of the LRCC, which serves as a multifunctional space that houses tutoring, career services, Elijah's Pantry, the clothing closet, Benefits Hub, CHIPs (student computer repair), and now Wellbriety.

Student Services is grateful for the collaboration with Campus Facilities to make this happen. They have been wonderful partners and their efforts are appreciated.

Renton Technical College
Board of Trustees Meeting
January 21, 2026

AGENDA ITEM: 4. DISCUSSION/REPORTS

SUBJECT:

BOARD CONSIDERATION

Information
Action

BACKGROUND:

A. President's Report

Dr. Harden will provide a report subsequent to the December 17, 2025 Board meeting.

B. Financial/Budget Status

Vice President Jackson will provide a report of the budget.

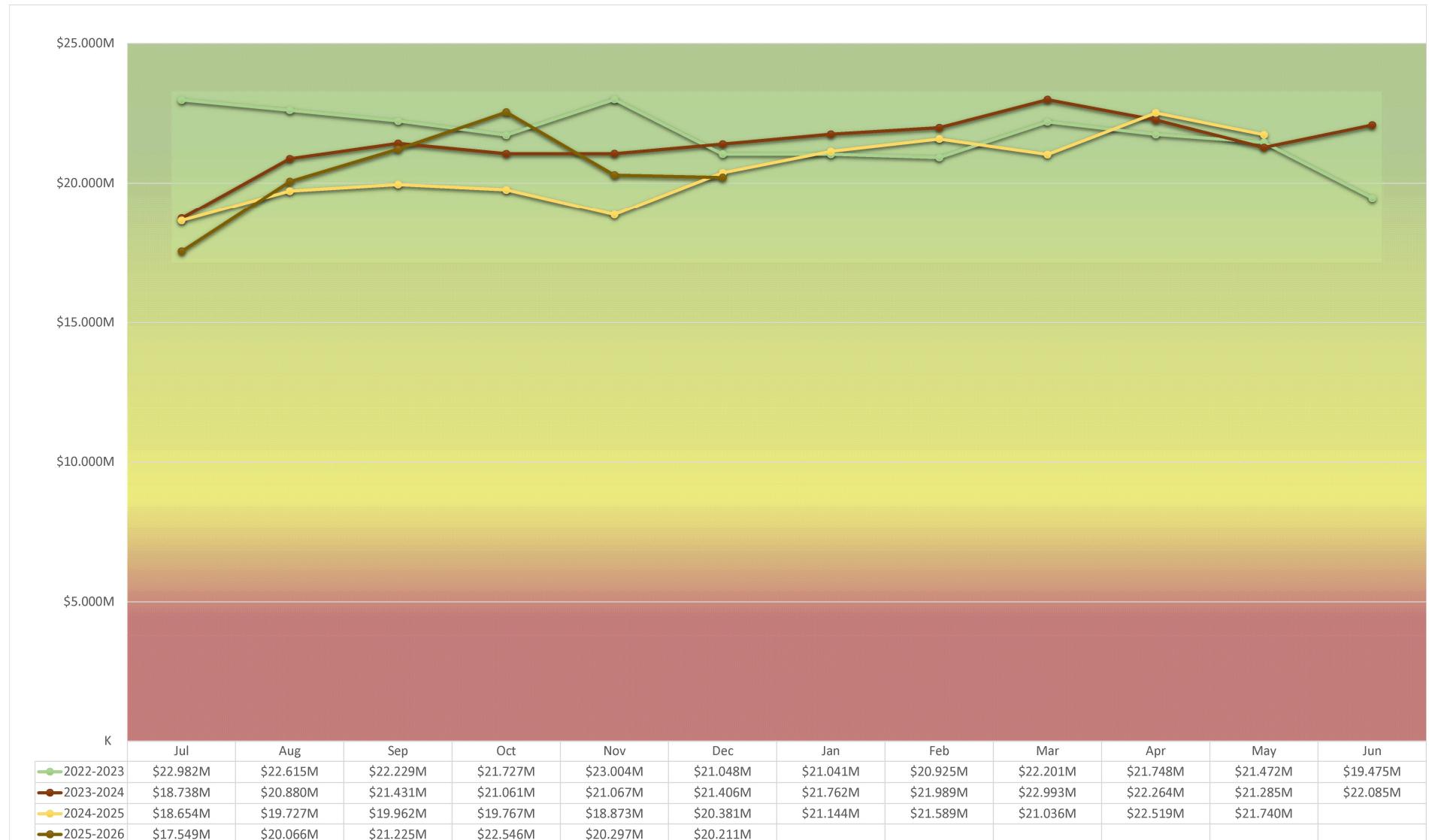
RECOMMENDATION:

None.

RENTON TECHNICAL COLLEGE
MONTHLY OPERATIONS REPORT
FISCAL YEAR 2025-26
For the Month of December 2025

	December 2025 - Actual	Year to Date - December 2025 - Actual	December 2024 - Actual	Variance -	Prior Year to Date - Increase (Decrease)
Beginning Cash Balance	4,366,937	3,533,343	9,427,232		(5,893,889)
Add - Revenues:					
Tuition & Fees - Funds 060 148 149 561	366,820	8,763,509	7,495,447		1,268,062
Grants and Contracts	924,472	3,187,125	3,151,411		35,713
Donation Received	-	-	-		-
Student Government	25,410	711,955	603,325		108,630
Bookstore	8,791	73,500	59,577		13,924
Security/Parking	9,496	251,690	168,316		83,374
Culinary Arts - Food Services	55,276	359,208	435,778		(76,571)
Housing	-	-	-		-
Interest Income	54,070	299,932	333,478		(33,546)
Rental Income - Excluding 569	23,763	182,546	157,270		25,275
Scholarship and Student Loan Funds Received	183,191	5,565,705	4,582,288		983,417
CRRSA	-	-	-		-
CARES Deferred FY20	-	-	-		-
Net Operating Revenues	1,651,289	19,395,169	16,986,891		2,408,278
Add - State Allocation					
State Allocation - VPA Expenses	2,673,063	16,882,854	17,688,174		(805,320)
Capital Allocation Fund 057	164,545	345,369	271,190		74,179
Capital Allocation Fund 060	42,116	53,928	17,112		36,816
Capital Allocation Fund 26C	-	155,762	-		155,762
Total State Funding	2,879,723	17,282,151	17,976,476		(694,325)
Total Revenues	4,531,012	36,677,320	34,963,367		1,713,953
Less - Expenses:					
Salaries	2,415,181	14,466,252	15,091,252		(625,000)
Benefits	944,530	4,797,550	4,775,227		22,323
Contracts	-	-	-		-
Goods and Other Services	1,371,650	4,990,926	5,521,806		(530,879)
Cost of Goods Sold	30,542	144,946	138,736		6,210
Travel	10,332	75,484	94,232		(18,748)
Equipment	199	127,210	23,889		103,320
Computer Equipment	-	-	-		-
Financial Aid	51,383	6,263,083	5,499,567		763,516
Debt Service	124,868	132,120	129,806		2,314
Bad Debt	-	-	-		-
Total Expenses	4,948,584	30,997,571	31,274,514		(276,943)
Net Operating Surplus (Deficit)	(417,672)	5,679,749	3,688,853		1,990,896
Other Sources (Applications) of Cash:					
Changes in Petty Cash; Accts. Receivable & Accts. Payable; Inventory Decrease/ (Increase) in Investments & Bond Amortization	368,337.68	(4,384,599)	(4,982,086)		597,487
Payment of Bldg, Innovation Fee, and VPA Advance to State	(1,045,958)	(1,282,655)	(278,814)		(1,003,841)
Land Purchase	(36,593)	(466,550)	(410,629)		(55,921)
Total Other Sources (Applications) of Cash	(714,213)	(6,133,804)	(5,671,529)		(462,275)
Adjustments to Cash - Posting Errors					
Ending Cash Balance	3,235,051	3,079,289	7,444,557		(4,365,268)
Add College Reserves:					
Local Government Investment Pool (LGIP)	12,729,308	12,729,308	10,242,901		2,486,407
Investment Bonds held in trust by US Bank	4,246,410	4,246,410	2,693,981		1,552,428
Total Reserves	16,975,717	16,975,717	12,936,882		4,038,835
Total Cash and College Reserves	20,210,768	20,055,006	20,381,439		(326,433)
	Actual %	Year to Date	Prior Year to Date	Variance	
Total Current State Allocation	100%	32,528,073	31,694,493		833,580
Allocation Used - Year to Date	52%	16,882,854	15,896,728		986,126
Remaining State Allocation	48%	15,645,219	15,797,765		(152,546)

RTC Month End Cash and Reserves Balances - FYR 2223 to 2526



Renton Technical College
Board of Trustees Meeting
January 21, 2026

AGENDA ITEM: 5. BOARD OF TRUSTEES

SUBJECT: TRUSTEE REPORTS

BOARD CONSIDERATION

Information
Action

BACKGROUND:

A. Foundation Liaison Report

The Foundation Liaison position is currently vacant.

B. Legislative Action Liaison Report

Legislative Action Liaisons, Vice Chair Zappone, will provide an update on legislative action meetings and activity.

C. Community Advisory Committee

Community Advisory Committee Liaison, Trustee Norouzi, will provide an update from the Community Advisory Council.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
January 21, 2026

AGENDA ITEM: 6. MEETINGS

SUBJECT:

BACKGROUND:

- A. The next regularly scheduled meeting of the Board of Trustees will be February 18, 2026.

BOARD CONSIDERATION

Information
Action

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
January 21, 2026

AGENDA ITEM: 8. ADJOURNMENT

SUBJECT:

BACKGROUND:

BOARD CONSIDERATION

Information

Action

RECOMMENDATION:

Motion required.