

Agenda Item/Subject

Information/Action/Presenter

SPECIAL MEETING

BOARD STUDY SESSION - 2:00 p.m.

TOUR STUDENT ENTRY PROCESS

Jessica Gilmore English

REGULAR MEETING

1. **CALL TO ORDER** 3:00 p.m.
 - A. Notation of Quorum
 - B. Flag Salute

2. **ADOPTION OF MINUTES**
 - A. March 14, 2018 Special Meeting
 - B. March 21, 2018 Special and Regular Meeting

3. **COMMUNICATIONS** Information
 - A. General Information/Introductions
 - B. Correspondence
 - C. Comments from the Audience
 - D. Student Leadership
 - E. Renton Federation of Teachers
 - F. Written Communication Reports

4. **ACTION ITEMS** Action
 - A. Naming of Student Success Center – *Andee Jorgensen Student Success Center*

5. **DISCUSSION/REPORTS**
 - A. **President** Kevin McCarthy

Goals: Learning • Equity & Inclusion • Engage Community • Institutional Strength
 - B. **Administration/Finance**
 - 1) Monthly Finance Report Eduardo Rodriguez
 - C. **Board of Trustees**
 - 1) Student Representation Trustee Takamura
 - 2) Board Liaison Reports Trustee Page
 - a) RTC Foundation Trustee Entenman
 - b) RTC Advisory Board Board Chair Palmer
 - 3) ACCT Presentation Proposal

6. **MEETINGS** Information
- A. May 16, 2018
7. **EXECUTIVE SESSION**
- A. An Executive Session may be called for any reason allowed under the Open Public Meetings Act (RCW 42.30).
- B. Announcement of time Executive Session will conclude.
8. **ACTION** Action
- A. Action items, if any, that may be necessary to be taken as a result of matters considered in the Executive Session.
9. **ADJOURNMENT** Action

Event Reminders:

- ACT Spring Conference | May 10-11, 2018 – Vancouver
- RTC Faculty Tenure Celebration | May 24, 2018 – RTC Culinaire Room
- RTC Commencement | June 21, 2018 – ShoWare Center, Kent
- RTC Fall Kick-Off | September 12, 2018
- RTC Donor & Scholar Reception | September 27, 2018
- ACCT Leadership Congress | October 24-27, 2018, New York City

2017-2018 BOARD PRIORITIES

Budget Engagement · Tenure Process · Diversity & Inclusion

Renton Technical College
Board of Trustees Meeting
April 18, 2018

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

SUBJECT:

<p style="text-align: center;">BOARD CONSIDERATION</p> <p style="text-align: center;">Information</p> <p style="text-align: center;">Action</p>
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BACKGROUND:

Board Chair Susan Palmer will carry out the Notation of Quorum and lead the flag salute.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
April 18, 2018

AGENDA ITEM: 2. ADOPTION OF MINUTES

SUBJECT: A.

BOARD CONSIDERATION	
	Information
X	Action

BACKGROUND:

- A. The following minutes are attached for approval by the Board of Trustees.
- March 14, 2018 special meeting
 - March 21, 2018 special/regular meetings

RECOMMENDATION:

Approval as presented.

7. ADJOURNMENT

There being no further business, *it was moved by Board Chair Palmer to adjourn the Board of Trustees' meeting at 5:21p.m. Motion carried.*

SUSAN PALMER, Board Chair
Board of Trustees

KEVIN D. MCCARTHY, President
Renton Technical College



**Board of Trustees – Regular Board Meeting
Board Room (I-202)**

**March 21, 2018
1:00 p.m.**

MINUTES

SPECIAL MEETING – Roberts Campus Center, Board Room I-202

1. CALL TO ORDER

The special meeting was called to order at 1:00 p.m. by Board Chair Palmer. A notation was made that a quorum was established.

2. EXECUTIVE SESSION

A. At 1:00 p.m. Board Chair Palmer called for an Executive Session for two-hours (120 minutes) to review the performance of a public employee, in accordance with the Open Public Meetings Act (RCW 42.30).

B. Board members concluded the Executive Session at 3:00 p.m.

REGULAR MEETING – Roberts Campus Center, Board Room I-202

1. CALL TO ORDER

The regular meeting was called to order at 3:00 p.m. by Board Chair Palmer. A notation was made that a quorum was established, and Board Chair Palmer led the flag salute.

2. EXECUTIVE SESSION

A. At 3:04 p.m. Board Chair Palmer called for an Executive Session for thirty (30) minutes to review the performance of a public employee, in accordance with the Open Public Meetings Act (RCW 42.30). At 3:34 p.m. the Executive Session was extended fifteen (15) minutes). At 3:49 p.m. Executive Session was extended for ten (10) minutes. At 3:59 p.m. the Executive Session was extended for fifteen (15) minutes. The Board returned to regular session at 4:14 p.m.

3. ACTION ITEMS

A. Adjourn to Culinaire Room – Roberts Campus Center

1) *Trustee Unti introduced a motion to move the meeting from the Board Room to the **Culinaire Room (I-108)** to accommodate the larger crowd of meeting attendees. Trustee Page seconded, and the **motion carried.***

The meeting resumed in the Culinaire Room at 4:30 p.m.

B. Comments from the Audience

There were no comments from the audience.

C. Faculty Advancements and Tenure

1) **Advancing from First to Second Year of Probation:**

*After giving reasonable consideration to the recommendations of the tenure review committees and all other recommendations, Trustee Takamura moved that **Ibrahim Moustafa-Gomaa, David Blodgett, Travis Spaniel, Batholomew Kimani, Lea Hoffman, Melvin Hortman, Diane Snyder, Ryan Hoaglin, David Schoenmakers, and James Klein** be promoted from the first to the second year of probation effective, September 10, 2018. Trustee Unti seconded, and the **motion carried**.*

Trustee Takamura further commented on the need to see continued growth for these candidates as they work through the next year.

2) **Advancing from Second to Third Year of Probation:**

*After giving reasonable consideration to the recommendations of the tenure review committee and all other recommendations, Trustee Takamura moved that **Elizabeth Demong** be promoted from the second to the third year of probation, effective September 10, 2018. Trustee Page seconded, and the **motion carried**.*

*After giving reasonable consideration to the recommendations of the tenure review committee and all other recommendations, Trustee Page moved that **Jessica Ganska** be promoted from the second to the third year of probation, effective September 10, 2018. Trustee Takamura seconded, and the **motion carried**.*

*After giving reasonable consideration to the recommendations of the tenure review committee and all other recommendations, Trustee Unti moved that **Warren Takata** be promoted from the second to the third year of probation, effective September 10, 2018. Trustee Takamura seconded, and the **motion carried**.*

*After giving reasonable consideration to the recommendations of the tenure review committee and all other recommendations, Trustee Page moved that **Mohamed Zerrouki's** advancement from the second to the third year of probation be denied. Trustee Unti seconded, and the **motion carried**.*

3) **Advancing from Third Year Probation to Tenure:**

*After giving reasonable consideration to the recommendation of the tenure review committee and all other recommendations, Trustee Entenman moved that **Jeffrey Pulliam** be awarded tenure effective September 10, 2018. Trustee Page seconded, and the **motion carried**.*

*After giving reasonable consideration to the recommendation of the tenure review committee and all other recommendations, Trustee Takamura moved that **Sarah Redd** be awarded tenure effective September 10, 2018. Trustee Unti seconded, and the **motion carried**.*

*After giving reasonable consideration to the recommendation of the tenure review committee and all other recommendations, Trustee Unti moved that **Cheryl Stover** be awarded tenure effective September 10, 2018. Trustee Takamura seconded, and the **motion carried**.*

Board Chair Palmer advised that given the information recently received, the Board will postpone the action on the final tenure candidate, following an Executive Session at the end of the regular business meeting.

4. COMMUNICATIONS

- A. General Information/Introductions** Executive Director Campbell introduced the new Director of Institutional Advancement, Jichul Kim. He has over twelve years of experience in higher education, and comes to RTC most recently from the University of Maryland Eastern Shore serving as a planning analyst. He started in his role here on January 30. Mr. Kim noted that he is honored to join RTC, and shared his excitement to work together toward student success.
- B. Correspondence** Board Chair Palmer called attention to several recent college related media stories.
- C. Student Leadership** Director Supinski informed Board members that students had to leave the meeting, but will come back next month. Their written report was included in the materials.
- D. Renton Federation of Teachers** RFT President Simone Terrell notified the Board that the faculty is headed to formal negotiations the second week of April. She noted her concerns about increased student fees that were approved by the Board last year. The lack of building and classroom maintenance is a big issue, and needs immediate attention. It is difficult to see students paying increased fees and dealing with issues due to inadequate maintenance of facilities. She commented that student orientations need to be redesigned, feeling that orientation dates the day prior to the first day of class does not best serve our students. She asked for a clear practice for the Guided Pathways process and how people are chosen for these committees. In her class, she is concerned with DACA students being treated equally for clinical and practicum settings, and asked how we are dealing with that. Ms. Terrell thanked the Board members for advancing probationers on the tenure track, and requested that they reconsider the denial of the advancement of Mohamed Zerrouki.
- E. Written Communication Reports** There were no comments or questions regarding the written reports.

5. DISCUSSION/REPORTS

- A. President** Dr. McCarthy indicated that it had been two months since we have had a regular Board meeting. The college received the Guided Pathways Grant from College Spark and SBCTC: \$1M over five years. Many faculty and staff from the campus have participated in trainings, including the Achieving the Dream Adjunct Grant participants. The college started Guided Pathways strategies several years ago, which is one of the reasons the grant was awarded. Curriculum revisions are being made in credit loads in Advanced Manufacturing and Transportation Technology, which will make a big difference in aligning student outcomes with

BOARD OF TRUSTEES MEETING
Minutes – March 21, 2018

industry. Trustee Entenman questioned if students have less hours in the classroom, how do we make sure they are industry ready? Dr. McCarthy responded that we are working with each program's advisory board to make sure there is alignment with industry needs. For the Aerospace program, we organized a special "Developing a Curriculum" (DACUM) process to align needed competencies with the revised curriculum.

Learning: A lot of work is being done on learning assessments. We have done well in the past when considering "course" outcomes, but needed to develop better "program" outcome assessments. Faculty member Michele Lesmeister is leading this effort. She is working with faculty to utilize student self-reflections as the basis of the assessment. Eight programs participated in the fall (59 student self-reflections); sixteen programs participated in the winter (144 student self-reflections); and in the spring, twenty-nine programs will participate. Ms. Lesmeister also organized the 4th Reading Apprenticeship Conference, March 9-10: *Metacognition & Mindfulness: Academic Literacies for the 21st Century*. Several of the tenure candidates the Board saw today took advantage of the conference for professional development. Many accolades to Ms. Lesmeister for this work.

And, speaking of Ms. Lesmeister, Blitz (from the Seattle Seahawks) and the Renton Chamber of Commerce Board members came to campus to notify Ms. Lesmeister that she was a Top-10 finalist for the Ahead of the Class Awards. The awards presentation will take place on April 2. We look forward to sharing the results.

Several of us attended the Achieving the Dream conference, February 20-23 in Nashville, TN. RTC hosted a session, presenting on our strategic planning process.

Our campus does not do a lot of service learning, however, Director Supinski works to promote those students who excel in this area. Maggy Esquivias Mendez and Carl Harris were RTC's President's Student Civic Leadership Award winners at the Washington Campus Compact Students Serving Washington Awards ceremony. As mentioned in the Student Leadership report, Ms. Esquivias Mendez also won the statewide Governor's Student Civic Leadership award and \$1,000. RTC has done well all three years of this award process. Our compliments to Director Supinski for this. Carl Harris was also named to the All-USA Academic Team, one of twenty (20) two-year College students named in 2018. Mr. Harris will receive a \$5,000 scholarship and will be recognized in Olympia at the All-WA Academic Team Ceremony, and next month at the Phi Theta Kappa Convention in Kansas City, as well as the AACC President's Breakfast in Dallas.

Equity/Inclusion: While at the Achieving the Dream conference, we attended the presentation by Everett Community College, "5 Dimensions of Equity," which was well done. Our Cross Cultural Learning Series this year has been a combination of outside speakers, faculty and student speakers. The college received a Rapid Response Grant, to conduct an Intercultural Development Plan, which will begin with the Executive Cabinet team and DEIC. Benita Horn from the City of Renton presented "Bystander to Upstander" training in February for the DEIC.

Community Engagement: The RTC Advisory Council met on January 24, which Trustee Entenman will report on. It was a good meeting, with lots of new membership. The Student Success Breakfast on February 14th was a sell-out, and brought many community members to campus. Trustee Page will report out further. Attendance at the Roadmap Project and the Mayor's Inclusion Task Force meetings rounded out community connections these past two months.

Institutional Strength: The proposal for our new Health Science Building was a great collaboration, with good cross-campus involvement. We projected that we would have a high score of about 85. We received the results last week, about five (5) points lower than expected. The architect had made a major mistake, and there was no process for appeal. We went from 8th to 16th on the project list, which will mean about a four-year difference when construction happens. This was very disappointing, but we are looking into what options we may have for some recovery.

Advocacy: The legislative session was a short session. We co-hosted a legislative reception with Green River and Highline, but only had a few legislators attend. We visited the capitol campus and scheduled fourteen (14) meetings with legislators on January 29. Dr. McCarthy was joined by Executive Director Campbell, Director Shaw, and students Amanda Tang and Mo Abdullahi. Dr. McCarthy testified on February 1 in front of Ways and Means against SB 5993; local bargaining. His position was a matter of principle and state obligation. With passage by both the House and Senate, we will look forward to working with faculty on this. Senator Rolfes in Ways and Means made a budget proposal to alter Running Start funding by capping reimbursement rates to the colleges at current levels with only small increases in future years for inflation, rather than allowing the increased K-12 funding to follow the student as has been the long-term practice in our state. This would have been very harmful. Dr. McCarthy was very active in communication on this matter. Representative Sullivan and Senator Schoesler were most responsive. Our Running Start program is not large, but the proposed change would have brought in \$506K less than current law, over four years. The proposal was eventually stopped. Trustee Takamura asked about revenue building for local bargaining. Dr. McCarthy responded that we will not have additional revenue, but we will bargain within our budget. Trustee Takamura requested to have a conversation at a future meeting for a student voice on the Board.

Enrollments: Enrollment has been strong. We are above last year's enrollment on this date. Changes to new enrollments will combat broader economics of people working. It does appear that we should be able to get close to 100 percent of our allocation; based on a three-year running average. We do need to continue being creative.

As Ms. Terrell previously informed, we are beginning to bargain with the RFT Faculty Bargaining group. Budgeting has begun and is going well.

B. Administration/Finance

- 1) Vice President Rodriguez informed the board that we are currently working through both the labor and goods and services budgets. Once together, it will form a baseline, then we will have a period to request enhancements, and unit plan requests that will align with our strategic plan. We will develop a balanced budget, and provide opportunities for trustees to meet to ask questions. Budget Status reports for December and January were included in the Board materials. Tuition revenue was up in January, and net operating is up, based on lower spending. We are trending up. Our goal is to at least break even, or move up slightly with cash and reserve. Vice President Rodriguez handed out some new report options for operating funds; operating variance, profit and loss, and expenditure trend graph (a visual representation of our spending). State allocation works on reimbursement. He further explained how we budget; not spending out local reserve. Dr. McCarthy asked what reports

the board would like to see on a regular basis. Board Chair Palmer commented that she likes the new reports and would like them included in the Board packet.

C. Board of Trustees

- 1) ACCT National Legislative Summit Trustees Page and Unti traveled to Washington, D.C. February 12-14, to attend the Summit. Trustee Page shared highlights. Keynote speaker Jake Tapper, CNN news anchor spoke about defending the honest pursuit of the truth, a shared objective of the news profession and higher education. U.S. Secretary of Labor, Alexander Acosta also spoke, emphasizing treating all higher education as a continuum and breaking down barriers between two and four-year institutions.

The Higher Education Act is up for renewal this year; no legislation is immediately forthcoming in the Senate, but a Republican bill called the Prosper Act is moving through committee in the House. ACCT is concerned about several provisions in this bill, most notably a “risk sharing” formula that could cost colleges hundreds of thousands of dollars each year and force them to treat students as potential risks. Because it affects many thousands of our current and potential students, a resolution of the DACA issue is a high priority for ACCT. As an educational opportunity, the NLS brought sharp focus on the current circumstances in Washington D.C. The current Administration and majorities in Congress present real challenges to community and technical colleges. RTC Trustees were able to attend meetings with Senator Cantwell, and Representative DelBene. Trustee Unti had an additional meeting with Representative Jayapal.

Trustee Page shared his appreciation for the opportunity to attend, and for the ability to show support for ACCT Board Chair Emily Yim, of Edmonds Community College. Looking ahead, he believes that we need to create closer and ongoing relationships with our members of Congress and their staff at home, to have our own channel of familiarity.

- 2) ACCT Leadership Congress in NY Dr. McCarthy inquired if Trustees had interest in attending for professional development. Last year, Board Chair Palmer attended in Las Vegas. There was a presentation at that conference that was anti-union and anti-faculty. She knows of a counter-presentation being developed, and thought it might be presented at the conference in New York. Trustees were asked to notify Di Beers if they were interested in attending.

- 3) ACCT/ACT Award Nominations

*Following discussion about these awards, a motion was introduced by Trustee Unti to nominate Tyler Page for the Trustee Leadership Award, Alma Meza for the Faculty Award, and Jessica Supinski for the Professional Staff Award from RTC. Trustee Page seconded and the **motion carried**.*

- 4) Board Liaison Reports

- a) RTC Foundation Trustee Page informed fellow Board members that the Foundation has moved their monthly meetings to the fourth Wednesday of each month.

BOARD OF TRUSTEES MEETING
Minutes – March 21, 2018

The Student Success Breakfast was very much a success, breaking a record of \$100K+ in contributions of sponsorships and donations! Director Shaw is doing a fantastic job.

- b) RTC Advisory Board Trustee Entenman reported that the last meeting was held January 24. The meeting was vibrant with new community partners, and much more active discussion. Discussions included Mechatronics, and she found it interesting to talk with people who have different backgrounds in education. The next meeting is scheduled April 4, which will be more of a business meeting, to approve Workforce budgets.

6. **MEETINGS** The next regular meeting is scheduled April 18, 2018 at 3pm. A Board Study Session will be held prior to the regular meeting, beginning at 2:00 p.m. to tour the Student Entry process.

7. **EXECUTIVE SESSION** At 5:40 p.m. Board Chair Palmer called for an executive session for twenty (20) minutes to review the performance of a public employee and to discuss with legal counsel matters involving attorney/client privilege or potential litigation.

*Trustee Unti introduced a motion to adjourn the meeting from the Culinaire room, to return to the Board Room for the Executive Session, and to further continue the resumed regular meeting from the Board Room. Trustee Page seconded and the **motion carried**.*

At 5:50 p.m. the Board entered executive session for twenty (20) minutes. The board returned to regular session at 6:10 p.m.

8. **EXECUTIVE SESSION ACTION**

*After giving reasonable consideration to the recommendation of the tenure review committee and all other recommendations, Trustee Unti moved that the tenure recommendation for **Richelle Spence** be denied. Trustee Takamura seconded, and the **motion carried**.*

9. **ADJOURNMENT**

*There being no further business, it was moved by Board Chair Palmer to adjourn the Board of Trustees' meeting at 6:12 p.m. **Motion carried**.*

SUSAN PALMER, Board Chair
Board of Trustees

KEVIN D. MCCARTHY, President
Renton Technical College

Renton Technical College
Board of Trustees Meeting
April 18, 2018

AGENDA ITEM: **3. COMMUNICATIONS**

SUBJECT:

BOARD CONSIDERATION	
X	Information
	Action

BACKGROUND:

- A. General Information/Introductions
- B. Correspondence
- C. Comments from the Audience
- D. Student Leadership
- E. Renton Federation of Teachers
- F. Written Communication Reports

RECOMMENDATION:

None.



Student Leadership

Six Students Attend Phi Theta Kappa International Convention in Kansas City

This week, six RTC student leaders and three staff are attending the Phi Theta Kappa Centennial Celebration in Kansas City! This is Phi Theta Kappa's 100th year anniversary, and our students are joining more than 4,000 other community/technical college students for three days of educational sessions, inspiring keynote speakers, and opportunities to speak directly with college and university transfer recruiters. This year's keynote speakers include Susan Cain, bestselling author of *Quiet: The Power of Introverts* and Daveed Diggs, who played Thomas Jefferson in the hit Broadway musical, *Hamilton*. And on Friday afternoon, Carl Harris will be recognized onstage as part of the All-USA Academic Team.

12 Students Attend the WA State Students of Color Conference

On April 12-14, twelve student leaders and five staff attended the 28th Annual WA State Students of Color Conference in Yakima, WA. Students were introduced to concepts and structures that strengthen their racial, ethnic and/or cultural identity. They gained more awareness of identity groups different than their own and learned skills needed to increase their cultural competency and work for social justice. They return to campus with a commitment to share what they learned with students in their classes and an understanding that they now have a responsibility to act as agents of change. Three RTC staff members also presented workshops at the conference.

RTC Women of Merit Program Begins This Month!

The RTC Women of Merit Program launches this month and the first meeting will be Wednesday, April 25. This program will bring together Women of Color who are RTC students, staff, and faculty. The first meeting will be hosted by RTC staff and faculty who are Women of Color, sharing testimonials of their experiences through higher education. The student attendees will then have the opportunity to share stories about their own experiences on campus and in their classrooms.

RTC Men of Merit Program Hosts Hip Hop Artist, Olmeca

The RTC Men of Merit Program, which began in October 2017, hosts monthly meetings for RTC students, staff, and faculty who are Men of Color. This month, a special guest joined their monthly meeting to talk about self-empowerment on campus and in communities. Olmeca is a Hip-Hop artist, producer, activist and scholar, and his work has been part of national and international media outlets. He is also a university lecturer doing guest lectures, residencies and keynote speeches in universities throughout the U.S., and his capacity to bring various campus programs, offices and academic departments together is not only unique, but also necessary.

RTC Hosts the Renton Career Fair on May 3

Student Leadership and the RTC Outreach Department are collaborating, working hard to organize next month's career fair, growing the number of participating employers from 50 to 75 this year! We may just spill out onto the sidewalks surrounding Building I! Again this year, we have partnered with the City of Renton, the Renton Chamber of Commerce and Renton WorkSource to host the 2018 Renton Career Fair on Wednesday, May 2nd from 3-6pm. RTC students and members of our community will be connected to open employment opportunities from more than 75 local employers.

Administration and Finance Report
Renton Technical College Board of Trustees
April 18, 2018

Business Office

We continue working with Clifton Larson Allen to facilitate the preparation of FY 15-16 and FY 16-17 financial statements. They anticipate finishing by the third week in April, and we have begun coordination with SAO to perform their audit on both years, hopefully sometime in mid-May.

We are currently working on the Integrated Postsecondary Education Data System (IPEDS) annual report for submission on 4/11 to the U.S. Department of Education.

We are preparing for spring quarter financial aid disbursements.

We are eagerly anticipating the addition of the budget, accounting and financial services manager.

Our financial aid fiscal specialist has resigned. Her last day is 4/13. This is the fourth turnover in this position in 3 ½ years. Business office staff will shift responsibilities to cover for this position until it is filled again.

Facilities & Capital

Major Capital Project Request - **Update:** RTC's project has been scored 16th of 25 projects.

Campus ADA Review – Required modifications and accommodations resulting from the campus wide review of ADA accommodations by the Office of Civil Rights. Modifications required to restrooms, parking stalls, pathways, and some campus furnishings. The college has one year to complete the necessary modifications. All work has been completed except that which was dependent on the legislature appropriation of capital funding, including a twenty foot section of sidewalk west of Bldg. H having been replaced to make it a compliant ADA Accessible pathway complete with signage, in addition to a host of other modifications. **Update:** Now that the state allocation has been released, the ADA Restroom Modification Project is going back out to bid, a contract will be awarded to lowest bidder, and the work will be completed by spring 2019, thereby completing the last of the remaining items resulting from the ADA review.

Burnett Ave. South Lease for New WorkSource Renton Center – Programming, design, and cost estimating are complete and bids were opened December 29th. A contractor has been selected to perform remodel modifications once a lease is agreed upon and signed and the building permit has been issued. The building owner is working on the terms of lease before releasing it to the college for our signature. **Update:** DES is currently working through the draft lease contract language with the owner's property management company. Once the contract is agreed to and signed, tenant improvements to the property will begin in preparation for an RTC move-in this summer.

Current Capital Repair Projects – Planning & design is in progress on Capital Minor Works Repair projects now that state allocation of funds has been released. All work for the biennium needs to be started and finished between this summer and July of 2019. The following projects are scheduled to go out to bid in the next few weeks with construction scheduled for July through November, 2018:

- Bldg. J Roof Replacement – Capital repair project to replace the cement-tile roof with a new metal standing-seam roof similar to adjacent buildings on campus.
- Bldgs. B HVAC controller replacement project – Bldg. B will receive heating system replacement of controllers.
- Fire Alarm Upgrade to South Campus Buildings – Upgrade the fire alarm systems for several south campus buildings. The current systems have reached the end of their useful life and require replacement. . Includes establishing a south campus fire alarm hub and connecting it to Building N main fire alarm panel. This is the 1st part of a two part project continuing onto other campus buildings next biennium.

Minor Capital Program Projects for Next Biennium – Projects have been selected by the college and application to the state for funding has been submitted for the following projects to be constructed next biennium:

- Multi-Cultural Center in building H
- T.I.G. welding shop relocation and expansion (Bldg. A)
- H 102/103/104/105 (Assembly Room) upgrades
- Campus irrigation system repairs

Food Service Department

We are formalizing a facility rental agreement with VMG Studios to produce a Culinary Arts video planned for April 25th. The video production well be centered around the client, Microsoft, and how to use the latest technology in a professional kitchen environment. The college will receive a rental fee, a free 45 second professional video showcasing RTC and advertisement by Microsoft through Internet, YouTube and Internal Corporate Events.

Project is being finalized to place a Mother’s Day Brunch advertisement in the Renton Reporter for three upcoming weeks. Reservations for this year’s Mother’s Day Brunch are available now by calling the catering office at 425-235-5845 X 4.

Training and updating of the Digital Dining point-of-sale software occurred with the Food Service management team. The ability to better reflect current sales records to students and faculty in a digital format will be available the future.

The following personnel actions occurred during March 2018 and are presented for the Board of Trustees' information.

AFT	Effective Date	Position	Department
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- Hires

None

-Separations

None

-Retired

None

WFSE	Effective Date	Position	Department
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- Hires

None

-Separations

None

-Retired

None

Prof Tech	Effective Date	Position	Department
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- Hires

None

-Separations

None

-Retired

None

Exempt / Administrative	Effective Date	Position	Department
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- Hires

None

-Separations

None

-Retired

None

RFT	Effective Date	Position	Department
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- Hires

Beadling, Beth	3/29/2018	Full Time Faculty	Allied Health
Koshi-Lum, Jessica	3/26/2018	Full Time Faculty	Library
Whelan, Mara	3/23/2018	Adjunct Faculty	Allied Health

-Separations

None

-Retired

Arthur, Marcia	3/23/2018	Full Time Faculty	College & Career Pathways
Crumb, Debra	3/29/2018	Full Time Faculty	Library

	Monthly Total Hires	% of Diverse Hires YTD
Full time	2	50%
Part time	1	42%



Information Technology Report
Renton Technical College Board of Trustees
April 18, 2018

The Office of Information Technology continues to provide secure, reliable, integrated and cost-effective technology solutions as we update our technology across campus. We are continually introducing new technologies and are creating standards and policies that are necessary to our success. We continue to build stronger relationships with all divisions and programs and are ensuring that each program and/or department is taking advantage of all of the services that we provide.

INFRASTRUCTURE PROJECTS COMPLETED

- F5 Load Balancing/ Proxy Server– migration of external facing applications from existing proxy to new technology – Decommissioned old Proxy Server

TECHNOLOGIES IMPLEMENTED AND COMPLETED PROJECTS

- Google Single Sign on (SSO)
- Staff and Faculty Technology Survey – Technology Council created survey - Distributed
- Student Technology Survey – Technology Council created survey - Distributed
- Active Directory Integration – Single Sign on – Adobe Products

COST SAVINGS INITIATIVES IN PROGRESS

- Migrate Computer Science to IT Support structure – Savings in Hardware
- Papercut- Next steps – Library Utilization – Replacing EnvisionWare
- Printer Consolidation - reducing the number of printers on campus - Ongoing

PROJECTS IN PROCESS

- Intranet/SharePoint Site – Working on Structure – Data Migration in progress
- Website Phase III – Planning Complete
- Security Access Control System – Building J is in process
- Campus Hardware/Software and security standards - Ongoing
- PCI/FERPA/HIPAA Compliance - Ongoing
- Network cabling upgrades - Ongoing
- Develop an IT webpage for the RTC website – In progress
- SKYPE for Business Instant Messaging – continuing rollout of software
- Exchange 2010 upgrade to 2016 – Project Plan Outline developed – Move from local to Cloud
- VDI – Virtual Desktop cost reduction – Vendor changed platforms- ON HOLD
- File Server – File Structure Rebuild – Planning in progress
- Adobe eSign Document Signing– Signed Contract – Single Sign on Completed – Building Environment
- ctLink – Statewide Enterprise Resource Planning (ERP) - Remediation in Progress – Localized Workshops around workflow continue – Project Timeline Extended to 2021
- New Badging System – Active Directory Integration – Finished – Testing needed
- IP Sub-netting – Changing IP scheme to align with SBCTC assigned IP addresses – In Progress
- Microsoft Office 2016 – Installation across campus – In progress – 50% complete
- Student Domain Migration
- Administrative Domain Remediation

- NUAF – New User Authorization Form – Redesigning new form – Add Change Terminate (ACT) form
- Additional Cameras in Commons Area of Building I
- Active Directory Integration – Single Sign on – CANVAS – Developing Communication Plan
- Upgrade IT internal systems – Service Desk – Testing
- Migrate Computer Science to IT support structure – Enhanced Support – Cost Savings

UPCOMING PROJECTS

- RFID (Radio Frequency Identification)
- Digital Signage Phase III – Offsite Locations
- Auditorium Upgrades
- IT Written Policies
- Classroom Technology Standardization
- Develop a catalog of services and Service Level Agreements
- Backup Infrastructure – Policy, Procedure, Offsite Backups
- Domain functional level upgrade – 2012
- Disk Encryption – Laptops/Workstations
- Projector Replacements
- Wireless upgrades and remediation – Improve Coverage
- TV and Other Rental Equipment Upgrades
- Cafeteria Speaker Upgrade
- Server Room – Hardware Consolidation



Institutional Advancement Report
Renton Technical College Board of Trustees
April 18, 2018

A. COMMUNICATIONS AND MARKETING

The best part about working in communications and marketing at RTC is being able to tell the stories of our remarkable students, faculty, and staff. Here are some highlights from the past month.

PRESS

Earned media highlights the past month:

- [Renton educators honored at Ahead of the Class award ceremony](#)
- [Renton in 'very good' condition, mayor says](#)

(Print copies included at Board meeting)

VIDEO AND WEB

We produced a story and video about Margarita “Maggy” Esquivias winning the Governor’s Civic Leadership Award. The video was played at the awards ceremony.

[Governor will honor RTC student for civic leadership](#)

Other new web content:

[Instructor uses her experience to inspire](#) (Updated profile of Michele Lesmeister)

[RTC student leader wins prestigious national awards](#) (Carl Harris)

[Bite of the Apprentice showcases student culinary skills](#)

Updated Fast Facts page with graphics: <https://www.rtc.edu/fast-facts>

ADVERTISING AND MARKETING

YouTube

For the first time, RTC is doing a sponsored YouTube campaign, promoting a 30-second version of the technology and innovation video made for the Student Success Breakfast. The campaign began April 1, and by Friday, April 6, it had already garnered nearly 4,000 views, been shared 50 times, and generated 20 hits to our website. We expect this to greatly exceed our expectations over the next two months. Our search and display ad campaign has begun and continues to be a major driver of our web traffic. We are preparing to launch a creative and comprehensive fall enrollment campaign utilizing digital, print, social media, and broadcast for May and June. More to come in the coming months!

SOCIAL MEDIA HIGHLIGHTS IN PAST MONTH

Our social media engagement and post reach continue to grow rapidly. Fewer posts are generating more interaction because of the compelling content and choice of posts. Key stats are as follows:

Facebook

- Engagement up 84%
- Reach up 34% to more than 40,000
- Impressions up 23%

- Fan growth up 10.5% (three times our “competitor average” of CTCs in the region)
Engagement and per-post engagement lead other CTCs
- Posts generating more than 1,000 views each: Carl Harris and Michele Lesmeister awards stories
- Debbie Crumb’s retirement, All-WA Academic Team ceremony

Twitter

- Impressions up 29%
- Top Tweets: All-WA (1,695) and Debbie Crumb (3,761).
- Instagram
- Followers up 3%
- Impressions up 68%

B. INSTITUTIONAL RESEARCH

- Several institutional surveys have been administered over the past couple months in an effort to track the success of strategic plan implementation. Surveys included the employee community engagement survey and the employee satisfaction survey. Results of the employee community engagement survey have been shared with the campus community via a Tableau dashboard located on the Institutional Research SharePoint site. IR staff are in the process of analyzing the results of the employee satisfaction survey, which includes several components of the Achieving the Dream Institutional Capacity Assessment Tool (ICAT). Results of this survey will be shared in the annual strategic plan monitoring report in June. Additionally, campus forums are being organized to provide a space for faculty and staff to come together and discuss the results of the satisfaction and ICAT survey data.

C. GRANTS OFFICE

- In March, The grants office worked with the College & Career Pathways department to submit the Basic Education Allocation Masters (\$380,137) and EL Civics (\$87,576) continuation grants as well as the Limited English Proficiency (LEP) Pathway Program grant through the Department of Social and Health Services (\$168,440). Other grants and contracts include: a \$20,000 contract training proposal with Providence Hospital to begin a Certified Nursing Assistant program at their Marianwood facility; a SBCTC Workforce Development Fund allocation for the Industrial Engineering program (\$150,000); the Early Achievers Grant (\$41,500); and the Ultimate Collison Program Makeover grant (\$50,000).
- A \$143,000 Job Skills Program grant to roll out a professional development training plan for/with Honeywell Aerospace was successful as was our Marianwood contract. On the post-award side, training for grant staff conducted by Institutional Research staff to review data dashboards and tracking procedures for grants was held. Additional post-award activities include the review of budgets, monthly grant expenditures, and grant deliverables.

D. STRATEGIC INITIATIVES AND ACCREDITATION

- RTC continues to make inroads in implementing Guided Pathways. April and May will be busy months for Guided Pathways implementation. Key events occurring include:
 - April 23 – Conference call with CCRC to review final SOAA submission.
 - May 1 and 2 – Annual Achieving the Dream site visit at RTC.
 - May 8 – SBCTC Student Success Institute Workshop at CPTC.

- May 9 – RTC Guided Pathways site visit (all day employee in-service).
 - RTC Year-1 Guided Pathways Implementation Plan – currently being developed.
- Several prof-tech programs are making revisions to curriculum and will be submitting major and minor change applications to NWCCU for review and approval. Deans are coordinating this effort through RTC's Accreditation Liaison Officer, Michelle Campbell.



Allied Health

- Daniela Cawthorn was hired as the Clinical Placement Coordinator.
- A Canvas shell has been created by the Clinical Placement Coordinator in an effort to answer student's questions related to paperwork needed for placement at our clinical sites.
- The Dental Assistant program will be developing a common core to make it easier for students to transition into their program.
- The Pharmacy Technician program is teaching flu vaccine administration in preparation for technicians taking over this responsibility at pharmacies.
- Program revisions have been completed and approved for the following programs: Dental Assistant, Medical Assistant, Phlebotomy Technician and Veterinary Assistant.
- All Anesthesia Technologist students who completed the program winter quarter 2018 were hired by the completion of the program.
- Chemeketa Community College in Salem, Oregon will begin their Anesthesia Technologist program next year, which has been modeled after RTC's program.
- Connie Berrysmith, full-time Dental Assistant program instructor, recently graduated from the University of Washington with a Master's degree in Education.

Workforce, Trades and Economic Development

- Mechatronics started this fall quarter as a new program. The program started with 6 students and currently has 19. RTC has worked closely with Starbucks, Boeing, Amazon, and Exotic Metals.
- RTC is currently planning to offer our Mechatronics degree to Amazon employees at their fulfillment center. This will serve employees from their DuPont, Sumner, and both Kent fulfillment centers.
- Professional Development – all the newly hired tenure track faculty, who started in fall 2017, have completed the Teaching Essentials courses.
- Mike Biell in Engineering Design Technology, attended the annual ATC conference in Las Vegas. This allows RTC to maintain its status as an AutoCAD testing facility.
- The Automotive program recently completed its NATEF recertification and was awarded the highest level of recertification: Master Automotive Service Technology. All the Automotive faculty worked very diligently on this process with Warren Takata spearheading the entire process.
- The Workforce, Trades, and Economic Development area in partnership with the Grants department has successfully secured two grants. One grant is for the re-distribution of the 1000 Aerospace FTEs grant. This grant will provide \$64,000 to RTC to serve 8 additional FTE within Mechatronics. The other grant is a Job Skill Program (JSP) grant in the amount of \$143,000 to up skill workers at Honeywell. The up skilling will occur on RTC's campus as well as at Honeywell's worksite.



Student Services Report
Renton Technical College Board of Trustees
April 18th, 2018

A. EDUCATIONAL SUPPORT SERVICES

The office of Disability Resource Services will be doing trainings with different faculty groups over the course of spring quarter, in order to increase understanding of services for students, different types of accommodations, and how to implement them. Re-Entry Services is working in a lead capacity with re-entry navigators across the state to develop shared publications and resources that can be distributed to prospective and current students as they transition from incarceration.

B. ENROLLMENT & ENROLLMENT SERVICES

Due to a late increase in apprenticeship enrollment, we ended winter quarter slightly ahead of the previous winter. Spring quarter is off to a good start. The office is completing its hiring process for Enrollment Services Tech Specialist and is looking forward to having that filled very soon.

C. FINANCIAL AID

The Financial Aid office is prepping for 2018-2019 year awarding. This is a busy time of the year, as staff are essentially working in two academic years, as awarding continues for 2017-2018. Later this spring we look forward to the director and assistant director attending a national conference where they will receive specialized training on the most recent rules, as well as important updates from the feds. The information gained will have direct effect on how we administer our Title IV funds.

D. CAMPUS SECURITY

Parking at 3001 NE 4th St. opened as of the start of spring quarter. Campus Security is working with Marketing to update our campus map to include this additional parking option, which will help in advertising it. There are about 6 items left on the punch list with the security contractor for the access control project, down from 26 items. We are nearing completion and will work with the contractor to ensure all the items are addressed. The security system in building I had a much needed upgrade and we are currently waiting to install 2 cameras inside the building in the atrium on the 2nd and 1st floors.

E. STUDENT SUCCESS SERVICES

Through our Guided Pathways work, we continue to assess service delivery from onboarding through graduation. The opportunity to move this work forward with a new team, having a strong foundation that was created during our Title III work, is very exciting. We will be intentionally incorporating technology solutions in order to enhance the student experience, while also giving us strong and reliable capacity to collect and use data.

F. STUDENT PROGRAMS & ENGAGEMENT – See Student Leadership Report

AGENDA ITEM: **4. ACTION ITEMS**

SUBJECT: **A. Naming Student Success Center**

BOARD CONSIDERATION
Information
X Action

BACKGROUND:

Official name: Andee Jorgensen Student Success Center (AJSSC)

The Wagner’s gift of \$50,000 establishes an endowment for student scholarships and includes the naming of the RTC Student Success Center in recognition of Andee Jorgensen’s service to the College, over three decades including as the longest serving Trustee, two terms as Foundation president and over a decade serving on the Foundation Scholarship Committee.

The following proposed outline is related to Andee’s history with the College and how best to capture this history through displays and an event to mark the naming of the Student Center in her honor.

1. Wall Display Inside the AJSSC

The creation of a framed photo and biographical information that shares Andee’s story of service at the College and love for community. Carrie Shaw will work with Rich and Damian Wagner to select the photo and approve the story text and design. Carrie will work with RTC Facilities and Marketing department to design the display and determine placement.

Final approval from President McCarthy and Board Chair.

2. Art Piece

This will be either a table top or wall-mounted sculpture that captures what Andee loved about service to the College – helping students and the community at-large. Rich requests that the College’s welding students and instructors be engaged in this project and that he provide creative direction and final approval of an art piece. The piece can be incorporated into, and/or complimentary to the wall display.

Further discussion needed. Final art piece to be approved by President McCarthy and Board Chair in coordination with Facilities.

3. Naming Ceremony and Unveiling of New Name

Per RTC policy, the physical naming and the displays can occur at any time after the one-year anniversary of Andee Jorgensen’s passing. Carrie will work with the President’s Office and

Marketing Department in coordination with Rich to schedule a time and develop a program for the unveiling ceremony. The Board of Trustees, Foundation Board members past and present, the campus and community at-large will be invited as many people knew and loved Andee.

Final approval from President McCarthy on the event.

4. Carrie will work with Communications and Marketing to update campus maps and materials to reflect the new *Andee Jorgensen Student Success Center*.

RECOMMENDATION:

None

Renton Technical College
Board of Trustees Meeting
April 18, 2018

AGENDA ITEM: **5. DISCUSSION/REPORTS**

SUBJECT: **A. President's Report**

BOARD CONSIDERATION	
X	Information
	Action

BACKGROUND

President McCarthy will provide a report to the Board, subsequent to the March 21, 2018 Board meeting.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
April 18, 2018

AGENDA ITEM: **5. DISCUSSION/REPORTS**

SUBJECT: **B. Administration/Finance**

BOARD CONSIDERATION
X Information
Action

BACKGROUND

1) Monthly Finance Report

Vice President, Rodriguez will provide an update to trustees on the monthly operating reports for February, 2018.

RECOMMENDATION:

None.

**RENTON TECHNICAL COLLEGE
MONTHLY OPERATIONS REPORT
FISCAL 2017-18
For the Month of February 2018**

	January 2018 - Actual	Year to Date - February 2018 - Actual	Year to Date - February 2018 - Budgeted	Budget Variance - Favorable (Unfavorable)
Beginning Cash Balance	\$ 3,275,060	\$ 4,568,443		
Add - Revenues:				
Tuition & Fees - Funds 060 148 149 561	\$ 343,575	\$ 6,680,962	\$ 6,809,066	\$ (128,104)
Grants and Contracts	\$ 416,986	\$ 2,185,667	\$ 2,197,336	\$ (11,669)
Student Government	\$ 33,100	\$ 513,386	\$ 430,387	\$ 83,000
Bookstore	\$ 13,465	\$ 469,836	\$ 715,141	\$ (245,305)
Security/Parking	\$ 25,073	\$ 385,685	\$ 126,667	\$ 259,018
Culinary Arts - Food Services	\$ 67,325	\$ 910,457	\$ 834,465	\$ 75,992
Interest Income	\$ 8,507	\$ 40,524	\$ 23,333	\$ 17,191
Rental Income - Excluding Catering	\$ -	\$ 101,421	\$ -	\$ 101,421
Scholarship and Student Loan Funds Received	\$ 643,119	\$ 6,049,405	\$ 5,994,872	\$ 54,533
Budgeted From Fund Balance/Reserves	\$ -	\$ -	\$ 209,205	\$ (209,205)
Net Operating Revenues	\$ 1,551,150	\$ 17,337,343	\$ 17,340,472	\$ (3,129)
Add - State Allocation - Payroll & Benefits	\$ 1,846,116	\$ 14,078,254	\$ -	
State Allocation - VPA Expenses	\$ 15,026	\$ 414,379	\$ -	
Capital Allocation	\$ -	\$ -	\$ -	
Total State Funding (1)	\$ 1,861,143	\$ 14,492,632	\$ 7,911,176	\$ 6,581,456
Total Revenues	\$ 3,412,293	\$ 31,829,976	\$ 25,251,648	\$ 6,578,327
Less - Expenses:				
Salaries - A	\$ 1,645,575	\$ 12,780,415	\$ 12,801,264	\$ 20,849
Contracts - C	\$ -	\$ -	\$ -	\$ -
Supplies and Materials - E	\$ 311,897	\$ 3,013,863	\$ 4,545,583	\$ 1,531,720
Cost of Goods Sold - F	\$ 59,569	\$ 627,957	\$ 683,333	\$ 55,377
Travel - G	\$ 18,909	\$ 148,801	\$ 211,610	\$ 62,809
Equipment - J	\$ 2,191	\$ 693,840	\$ 1,079,335	\$ 385,496
Computer Equipment - K	\$ 13,471	\$ 416,546	\$ -	\$ (416,546)
Financial Aid - N	\$ 242,076	\$ 7,033,559	\$ 6,171,916	\$ (861,643)
Bad Debt - W	\$ (178)	\$ 9,665	\$ -	\$ (9,665)
Total Expenses	\$ 2,887,854	\$ 29,228,602	\$ 29,998,354	\$ 769,752
Net Operating Surplus (Deficit)	\$ 524,439	\$ 2,601,373	\$ (4,746,706)	\$ 7,348,079
Other Sources (Applications) of Cash:				
Changes in Petty Cash; Accts. Receivable & Accts. Payable	\$ (37,711)	\$ (1,125,686)		
Sales / (Purchases) of Investments & Bond Amortization	\$ (2,926)	\$ 350,961		
Payment of Bldg. & Innovation Fee to State	\$ (252,166)	\$ (682,453)		
Land Purchase	\$ -	\$ (2,205,978)		
Total Other Sources (Applications) of Cash	\$ (292,803)	\$ (3,663,155)		
Ending Cash Balance	\$ 3,506,696	\$ 3,506,661		
Add College Reserves:				
Local Government Investment Pool (LGIP)	\$ 939,929	\$ 939,929		
Investment Bonds held in trust by US Bank	\$ 2,674,664	\$ 2,674,664		
Total Reserves	\$ 3,614,592	\$ 3,614,592		
Total Cash and College Reserves	\$ 7,121,288	\$ 7,121,253		

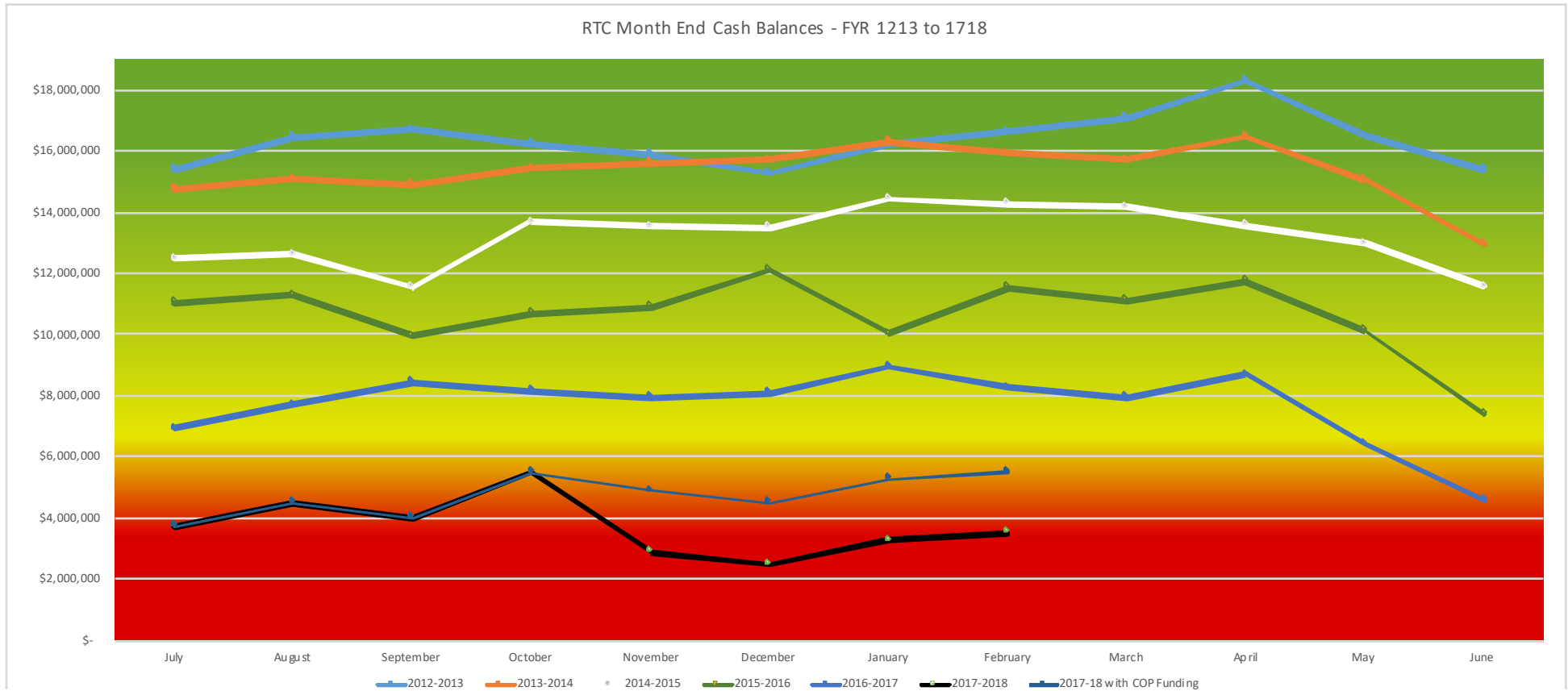
	Actual %	Actual YTD	Budgeted YTD	Budgeted %
Total Current State Allocation	100.0%	\$ 18,634,747	\$ 18,986,823	100.0%
Allocation Used - Year to Date	77.6%	\$ 14,453,845	\$ 7,911,176	41.7%
Remaining State Allocation	22.2%	\$ 4,142,115	\$ 11,075,647	58.3%

(1) YTD spending should match budgeted - If greater then budgeted then spending too fast.

(2) Local College funds required for land purchase from King County due to no state capital budget/COP Funding.

Renton Technical College
Month End Cash Balances
 Fiscal Years 2012-13 through 2017-18

Fiscal Year	July	August	September	October	November	December	January	February	March	April	May	June
2012-2013	\$ 15,406,853	\$ 16,440,142	\$ 16,684,281	\$ 16,231,807	\$ 15,894,628	\$ 15,249,243	\$ 16,187,065	\$ 16,618,617	\$ 17,059,576	\$ 18,312,510	\$ 16,478,726	\$ 15,400,372
2013-2014	\$ 14,753,171	\$ 15,078,689	\$ 14,889,337	\$ 15,428,311	\$ 15,587,532	\$ 15,707,577	\$ 16,292,131	\$ 15,931,893	\$ 15,691,904	\$ 16,438,519	\$ 15,053,912	\$ 12,941,729
2014-2015	\$ 12,476,324	\$ 12,601,518	\$ 11,518,012	\$ 13,652,486	\$ 13,524,300	\$ 13,500,628	\$ 14,404,079	\$ 14,284,524	\$ 14,150,123	\$ 13,557,281	\$ 12,981,307	\$ 11,556,937
2015-2016	\$ 11,046,676	\$ 11,288,026	\$ 9,944,784	\$ 10,690,229	\$ 10,899,672	\$ 12,106,633	\$ 10,000,461	\$ 11,521,354	\$ 11,122,439	\$ 11,735,403	\$ 10,139,205	\$ 7,381,164
2016-2017	\$ 6,936,878	\$ 7,710,998	\$ 8,421,364	\$ 8,139,571	\$ 7,932,685	\$ 8,083,402	\$ 8,951,305	\$ 8,274,997	\$ 7,940,000	\$ 8,678,492	\$ 6,383,193	\$ 4,568,443
2017-2018	\$ 3,712,718	\$ 4,502,577	\$ 4,001,662	\$ 5,483,559	\$ 2,875,331	\$ 2,497,715	\$ 3,275,060	\$ 3,506,661				
2017-18 with COP Funding	\$ 3,712,718	\$ 4,502,577	\$ 4,001,662	\$ 5,483,559	\$ 4,875,331	\$ 4,497,715	\$ 5,275,060	\$ 5,506,661				



FY1718 OPERATING FUNDS VARIANCE REPORT

% of Fiscal YR: 77.26% 4/9/2018

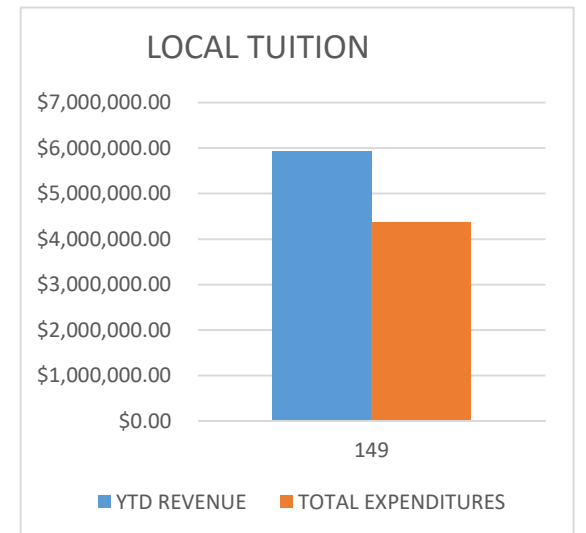
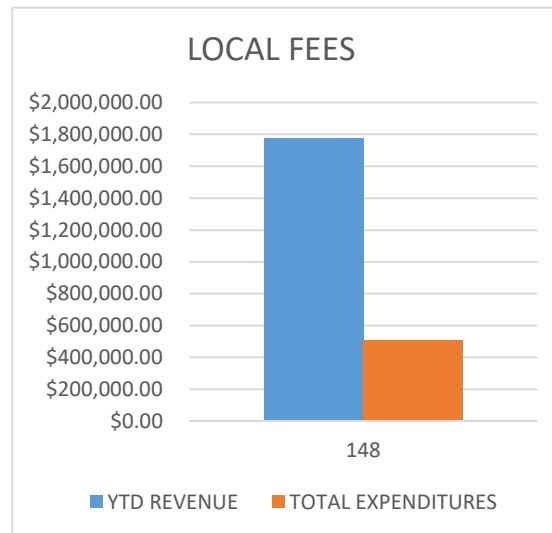
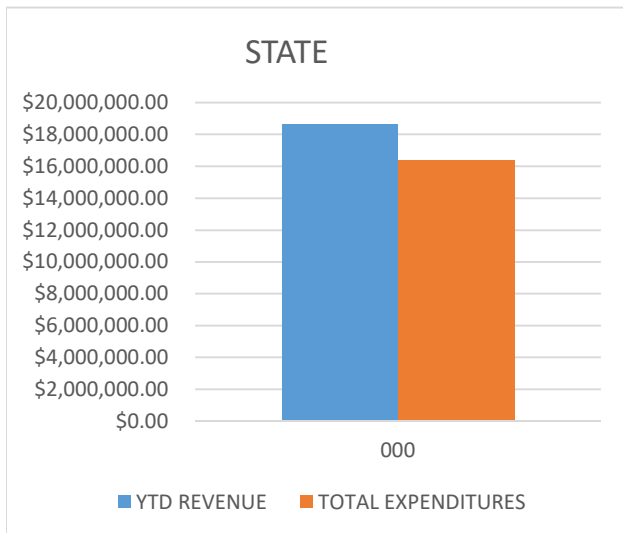
By FUND				% of Bdgt Exp EXP/BDGT	% of Rev Exp EXP/REV	% of Bdgt Rev REV/BDGT	
*State Allocation 101,3E0,BD1,BG1,BK1,CE1,123	101	BDGT	\$22,321,590.00		73.36%	87.85%	83.51%
		EXP	\$16,374,777.16				
		REV (Alloc)	\$18,640,454.00				
Local Fees	148	BDGT	\$839,958.00		60.57%	28.68%	211.22%
		EXP	\$508,803.11				
		REV	\$1,774,167.55				
Local Tuition	149	BDGT	\$6,382,333.00		68.55%	73.90%	92.77%
		EXP	\$4,375,258.99				
		REV	\$5,920,868.35				
TOTALS		BDGT	\$29,543,881.00		71.96%	80.72%	89.14%
		EXP	\$21,258,839.26				
		REV	\$26,335,489.90				

BY OBJ, ALL FUNDS COMBINED		BDGT	EXP	EXP/BDGT	NOTES
SALARIES	A	\$16,979,563.00	\$12,223,866.15	71.99%	* Per allocation #6
BENEFITS	B	\$5,943,157.00	\$4,348,424.44	73.17%	
PERSONAL SERVICES CONTRACTS	C	\$30,400.00	\$0.00	0.00%	
GOODS & SERVICES	E	\$5,874,887.00	\$3,703,828.44	63.05%	
COST OF GOODS SOLD	F	\$0.00	\$0.00	0.00%	
TRAVEL	G	\$187,200.00	\$111,301.06	59.46%	
CAPITAL OUTLAYS	J	\$471,674.00	\$346,430.92	73.45%	
SOFTWARE	K	\$57,000.00	\$25,622.99	44.95%	
GRANTS BENEFITS & CLIENT SVCS	N	\$0.00	\$0.00	0.00%	
DEBT SERVICE	P	\$0.00	\$0.00	0.00%	
INTERAGENCY REIMBURSEMENTS	S	Revenue Bdgt	\$0.00	0.00%	
INTRAGENCY REIMBURSEMENTS	T	Revenue Bdgt	\$499,365.26	0.00%	
DEPRECIATION, AMORTIZATION, BAD DEBT	W	\$0.00	\$0.00	0.00%	
		\$29,543,881.00	\$21,258,839.26	71.96%	

FY 1718 OPERATING P&L REPORT

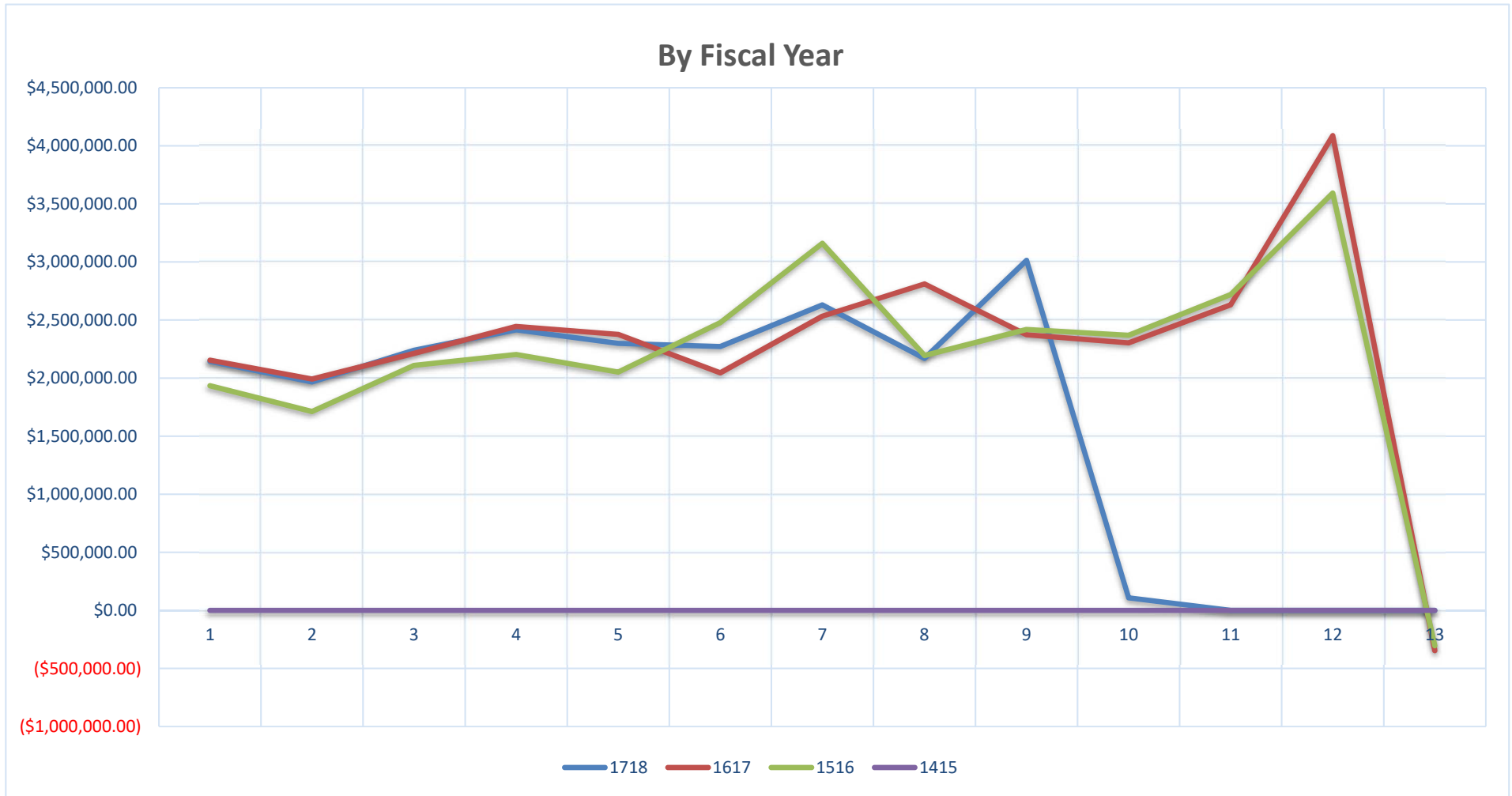
4/9/2018

		STATE	LOCAL FEES	LOCAL TUITION		
		101	148	149	TOTAL	
YTD REVENUE		\$18,640,454.00	\$1,774,167.55	\$5,920,868.35	\$26,335,489.90	
YTD EXPENDITURES	SALARIES & WAGES	A	\$11,811,122.41	\$169,559.76	\$243,183.98	\$12,223,866.15
	BENEFITS	B	\$3,967,784.10	\$54,857.66	\$325,782.68	\$4,348,424.44
	PERSONAL SERVICES CONTRACTS	C	\$0.00	\$0.00	\$0.00	\$0.00
	GOODS & SERVICES	E	\$71,259.39	\$129,691.41	\$3,502,877.64	\$3,703,828.44
	COST OF GOODS SOLD	F	\$0.00	\$0.00	\$0.00	\$0.00
	TRAVEL	G	\$25,116.52	\$3,078.02	\$83,106.52	\$111,301.06
	CAPITAL OUTLAYS	J	\$0.00	\$148,685.71	\$197,745.21	\$346,430.92
	SOFTWARE	K	\$129.48	\$2,930.55	\$22,562.96	\$25,622.99
	GRANTS BENEFITS & CLIENT SVCS	N	\$0.00	\$0.00	\$0.00	\$0.00
	DEBT SERVICES	P	\$0.00	\$0.00	\$0.00	\$0.00
	INTERAGENCY REIMBURSEMENTS	S	\$0.00	\$0.00	\$0.00	\$0.00
	INTRAAGENCY REIMBURSEMENTS	T	\$499,365.26	\$0.00	\$0.00	\$499,365.26
	DEPRECIATION, AMORTIZATION, BAD DEBT	W	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES		\$16,374,777.16	\$508,803.11	\$4,375,258.99	\$21,258,839.26	
NET OPERATING RESOURCES		\$2,265,676.84	\$1,265,364.44	\$1,545,609.36	\$5,076,650.64	



EXPENDITURE TREND GRAPH

4/9/2018



REVENUE BY FUND GRAPHS

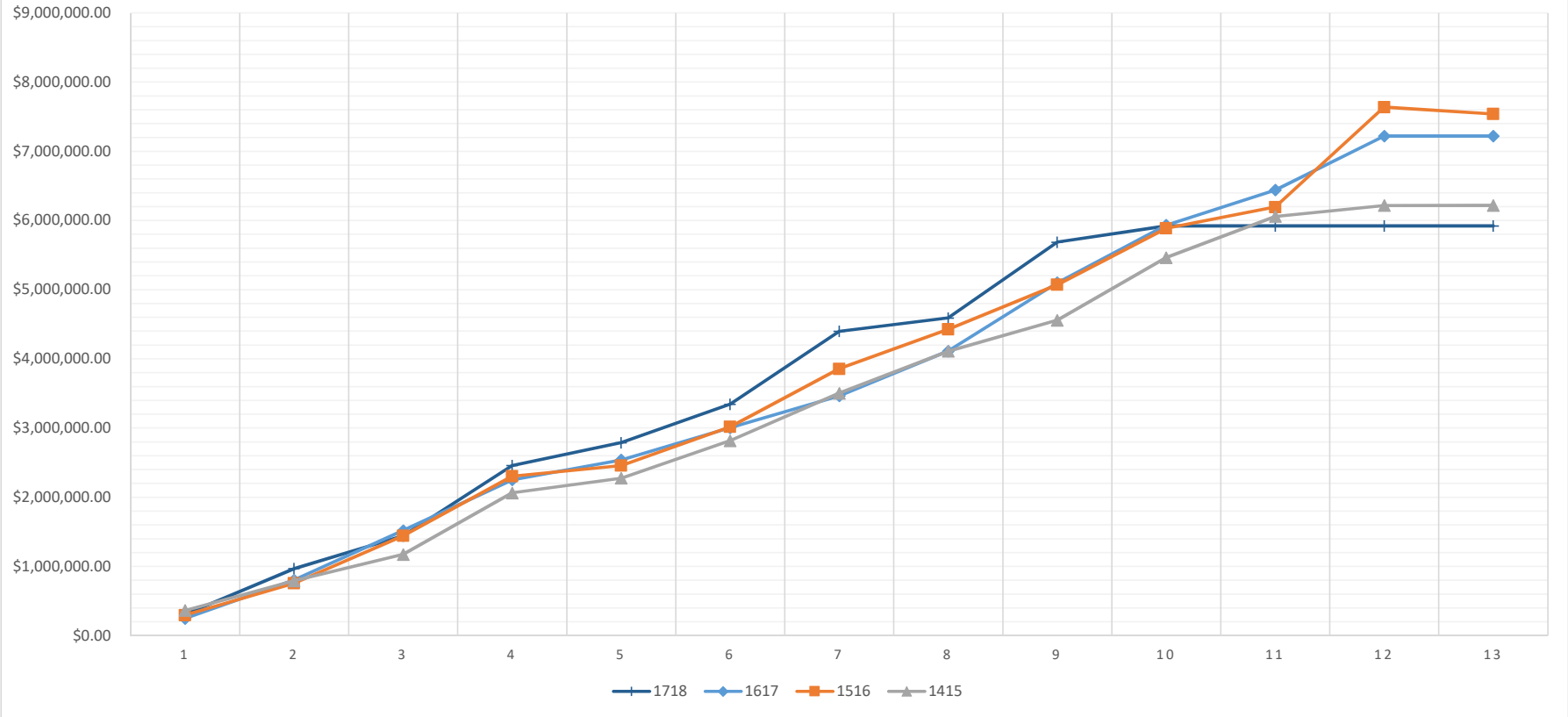
MONTH

Date:

04/09/2018

149	7	8	9	10	11	12	13	TOTAL
1718	\$1,053,245.07	\$191,993.80	\$1,095,093.34	\$234,191.27	\$0.00	\$0.00	\$0.00	\$5,920,868.35
RUNNING TOTAL	\$4,399,589.94	\$4,591,583.74	\$5,686,677.08	\$5,920,868.35	\$5,920,868.35	\$5,920,868.35	\$5,920,868.35	
1617	\$461,656.57	\$646,371.16	\$989,740.59	\$832,208.16	\$506,447.36	\$781,088.21	\$0.00	\$7,221,287.84
RUNNING TOTAL	\$3,465,432.36	\$4,111,803.52	\$5,101,544.11	\$5,933,752.27	\$6,440,199.63	\$7,221,287.84	\$7,221,287.84	
1516	\$836,213.80	\$572,062.51	\$644,988.60	\$816,175.59	\$305,890.87	\$1,444,510.77	(\$99,009.55)	\$7,540,487.05
RUNNING TOTAL	\$3,855,868.26	\$4,427,930.77	\$5,072,919.37	\$5,889,094.96	\$6,194,985.83	\$7,639,496.60	\$7,540,487.05	
1415	\$685,356.34	\$607,938.35	\$446,588.97	\$905,982.78	\$593,810.09	\$158,673.10	\$681.71	\$6,217,109.82
RUNNING TOTAL	\$3,503,434.82	\$4,111,373.17	\$4,557,962.14	\$5,463,944.92	\$6,057,755.01	\$6,216,428.11	\$6,217,109.82	

149 TUITION REVENUE RUNNING TOTALS



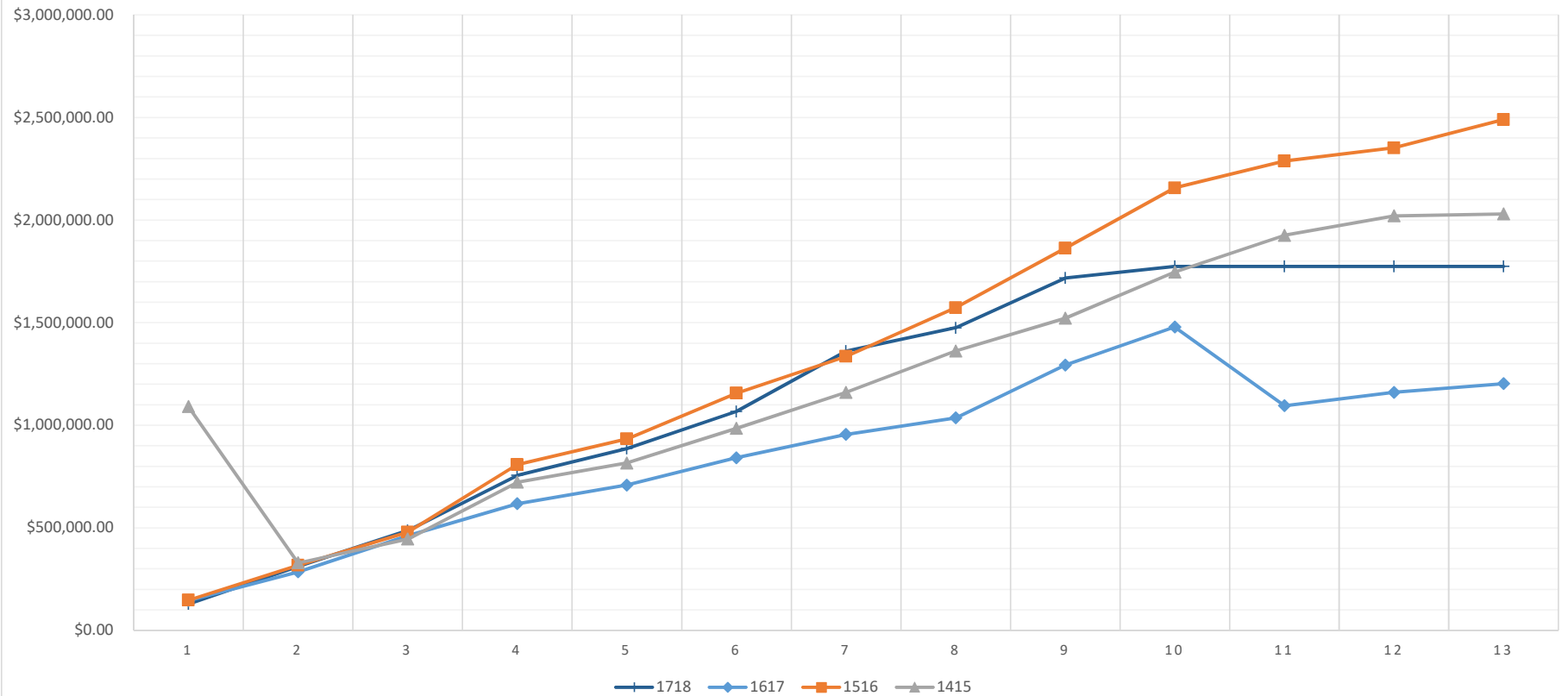
REVENUE BY FUND GRAPHS

MONTH

Date: 4/9/2018

148	7	8	9	10	11	12	13	TOTAL
1718	\$294,169.93	\$113,465.08	\$243,084.07	\$56,598.20	\$0.00	\$0.00	\$0.00	\$1,774,167.55
RUNNING TOTAL	\$1,361,020.20	\$1,474,485.28	\$1,717,569.35	\$1,774,167.55	\$1,774,167.55	\$1,774,167.55	\$1,774,167.55	
1617	\$113,657.16	\$80,595.05	\$257,722.68	\$185,719.48	(\$383,982.40)	\$65,146.52	\$42,686.29	\$1,202,163.63
RUNNING TOTAL	\$954,276.01	\$1,034,871.06	\$1,292,593.74	\$1,478,313.22	\$1,094,330.82	\$1,159,477.34	\$1,202,163.63	
1516	\$179,109.98	\$237,137.07	\$290,081.25	\$293,672.84	\$131,285.21	\$63,904.73	\$137,562.70	\$2,489,016.65
RUNNING TOTAL	\$1,335,372.85	\$1,572,509.92	\$1,862,591.17	\$2,156,264.01	\$2,287,549.22	\$2,351,453.95	\$2,489,016.65	
1415	\$175,885.19	\$201,724.63	\$159,587.48	\$225,326.51	\$178,844.82	\$94,784.02	\$9,116.79	\$2,028,911.02
RUNNING TOTAL	\$1,159,526.77	\$1,361,251.40	\$1,520,838.88	\$1,746,165.39	\$1,925,010.21	\$2,019,794.23	\$2,028,911.02	

148 LOCAL FEE REVENUE RUNNING TOTALS



Renton Technical College
Board of Trustees Meeting
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AGENDA ITEM: 5. DISCUSSION/REPORTS

SUBJECT: C. Board of Trustees

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

BACKGROUND

- 1) Student Representation – Trustee Takamura proposed a discussion about student board representation.
- 2) Board Liaison Reports
 - a) RTC Foundation – Trustee Page will provide an update from the RTC Foundation.
 - b) RTC Advisory Board – Trustee Entenman will provide an update from the RTC Advisory Council meeting.
- 3) ACCT Presentation Proposal – Board Chair Palmer will lead this discussion.

RECOMMENDATION:

None.

Renton Technical College
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AGENDA ITEM: **6. MEETINGS**

SUBJECT:

BOARD CONSIDERATION	
X	Information
	Action

BACKGROUND:

The next regular meeting of the Board of Trustees will be held on May 16, 2018. This meeting will begin with a Board Study Session at 2:00 p.m.

RECOMMENDATION:

None.

Renton Technical College
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AGENDA ITEM: 7. EXECUTIVE SESSION

SUBJECT:

BOARD CONSIDERATION	
X	Information
	Action

BACKGROUND:

- A) An Executive Session may be held for any reason allowable under the Open Public Meetings Act; RCW 42.30.110.
- B) Announcement of time Executive Session will conclude.

RECOMMENDATION:

None.

Renton Technical College
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AGENDA ITEM: **8. EXECUTIVE SESSION**

SUBJECT: A. Action

BACKGROUND:

BOARD CONSIDERATION	
	Information
X	Action

RECOMMENDATION:

None.

Renton Technical College
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AGENDA ITEM: 9. **ADJOURNMENT**

SUBJECT:

BOARD CONSIDERATION	
	Information
X	Action

BACKGROUND:

RECOMMENDATION:

Motion required.