



RENTON
TECHNICAL
COLLEGE®

Resource and Planning Council Meeting

Monday, April 17, 2023

2:00 PM – 3:00 PM

Flex (C-111/Zoom)

MINUTES

Attendance

PRESENT: Peter Anderson, Jerome Antiporda, Shweta Babel, Andre Betita, Christie Fierro, Robert Holland, Lia Homeister, Ebony Jackson, Jacob Jackson, Fatih Killi, Shannon Matson, Jean Munro, Sara Newman, Anne Nguyen, Lisa Sandoval, Michele Slaughter, Christina Solis, Matt Stephen, Elisa Stuart, Jake Swanke, Warren Takata, Sarah Wakefield, Sil Xayamouangbo

ABSENT: Jill Donnelly, Eva Juarez, Stefanie McIrvine, Jeffrey Pulliam, Cindy Saucedo, Jack Shultz

Discussion

Meeting Minutes

- March 20, 2023 meeting minutes were approved.



Resource and Planning Council Meeting

Monday, April 17, 2023

2:00 PM – 3:00 PM

Flex (C-111/Zoom)

Budget Enhancement Requests

Dept Manager	Proposed Position	Notes
1. Agnes Figueroa & John Henry Whatley	Junior Network Admin	<ul style="list-style-type: none"> • These days, upgrading and maintaining the school’s network is important for the college to function efficiently and securely. Many “non-IT” things run on a network now including lights, doors, fire alarms, etc. • This position will help modernize the campus and relieve some of the workload burden from our sole network position. • Security of networks are under scrutiny by the federal government as cybersecurity becomes a bigger threat for all types of organizations. • Two system colleges recently experienced cybersecurity attacks that shut down their systems and incurred large costs. Our networks must be securely maintained and this position will help with that.



Resource and Planning Council Meeting

Monday, April 17, 2023

2:00 PM – 3:00 PM

Flex (C-111/Zoom)

Dept Manager	Proposed Position	Notes
2. Doris Martinez	Program Coordinator	<ul style="list-style-type: none"> • This position will work in the multicultural center that is planned to be open next Spring 2024, managing daily operations, working with campus and community stakeholders, and upkeeping continued virtual services. • The multicultural center will be a space for students, faculty and staff that will promote equity-centered programming, such as the school’s monthly potlucks. • This position aligns with the college’s strategic plan, as well as the DEI strategic plan, promoting the DEI efforts at RTC. The position will help maintain the success of the multicultural center beyond launch. • This will add a third member to the new DEI team at RTC.



Resource and Planning Council Meeting

Monday, April 17, 2023

2:00 PM – 3:00 PM

Flex (C-111/Zoom)

Dept Manager	Proposed Position	Notes
3. Jake Swanke	Accommodations & Retention Specialist	<ul style="list-style-type: none"> • The DRS office is currently an office of one, with additional staff needed to help support student and college needs. • Direct student support: This position will help DRS office expand services beyond intake, to include proactive follow up services along the student path to help improve retention. Will also provide more collaborative support to help students get what they need to be successful. • Compliance function: The DRS office has compliance function for the school and the state—supports events like graduation, training for faculty and staff, etc. • Legal obligation: The DRS office has to keep up with laws related to accessibility for the college. • WCAG guidelines (web accessibility) are expected to expand, and needs for disability services has grown since the pandemic.



Resource and Planning Council Meeting

Monday, April 17, 2023

2:00 PM – 3:00 PM

Flex (C-111/Zoom)

Dept Manager	Proposed Position	Notes
4. Kim Sykes & Christina Solis	GL Accountant	<ul style="list-style-type: none"> • The general ledger, or GL, records all financial transactions for the college, such as student tuition and staff payroll. It is used to prepare the school’s financial statement, which is used to indicate the college’s financial health to outside stakeholders, such as grant agencies and accrediting bodies. • Due to technical issues in ctcLink, the GL has become difficult to track transactions and reconcile daily. Workload to oversee transactions in the GL has increased significantly since the transition last year. • This position will oversee these transactions and ensure expenses and revenue are recording properly to accurately reflect the financial health of the college.

Action Items

1. Budget Enhancement Requests – Labor
 - a. Send out voting form to present delegates – **Lia Homeister**
 - b. Vote on 2 items to recommend to Cabinet – **Voting Delegates**