

Minutes

I. STUDY SESSION

1. Call to Order

Chair Frieda Takamura called the meeting order at 1:00 p.m. and noted a quorum.

2. Public Comments from the Audience

There were no public comments.

II. EXECUTIVE SESSION

1. An Executive Session will be called to discuss matters with legal counsel representing the college in litigation or potential litigation (RCW 42.30.110).

2. The Executive Session concluded at 1:30 p.m.

III. STUDY SESSION

1. Accreditation Overview

Dr. Stephanie Delaney, Vice President of Instruction briefed the group on the upcoming visit from the Northwest Commission on Colleges and Universities (NWCCU). RTC is preparing for the mid-cycle accreditation visit on April 22-23, 2024. Because the last accreditation visit was scheduled during COVID, the NWCCU was not able to visit the campus, and accreditation was granted with provisional approval. This applies to every school that was granted accreditation during COVID. The Library, IT, HR, and Facilities are all on the list of groups that the NWCCU would like to tour. Dr. Yoshiko Harden expressed appreciation to Drs. Delaney and Sarah Wakefield, Dean of General Education and Transfer. Areas of concentration that the NWCCU wanted RTC to address are fiscal (e.g., new budget processes) and closing the loop on data (NWCCU gave a commendation for RTC's data, and asked how RTC is using data and assessing data usage).

Dr. Delaney noted that the year two tenure books will look different from the year one tenure books. Dr. Delaney encouraged the Trustees to look at the "Modules" link in Canvas to view the tenure books.

IV. MEETINGS

1. Regular Board Meeting – February 21, 2024 at 3:00 P.M.

2. Adjournment

There being no further business, Chair Takamura moved to adjourn the Board of Trustees meeting at 2:09 p.m. Trustee Tim Cooper seconded, and the motion carried.

V. REGULAR BOARD MEETING

1. Call to Order

Chair Frieda Takamura called the meeting order at 3:00 p.m. and noted a quorum.

2. Adoption of Minutes

A. January 17, 2024 – Regular Meeting

Trustee Bob Zappone introduced a motion to approve the minutes for the regular meeting held on January 17, 2024. Trustee Cooper seconded, and the motion carried.

3. Communications

A. General Information/Introductions

There were no introductions.

B. Correspondence

There was no correspondence.

C. Public Comments from the Audience

Elisa Westcrook made a comment. They and Rick Geist went to Olympia with RTC students to present Representative Steve Bergquist with a picture thanking Representative Bergquist for his work on Renton Promise. Without Renton Promise there are welding students who would not be able to afford education otherwise.

D. Student Leadership

Wade Parrot III thanked the Board members who attended the Lunar New Year Event. ASG also welcomes the Board to the Aaron Dixon keynote tomorrow in the Cafeteria at 11:00 A.M. The Multicultural Open House is February 28 at 11:00 A.M. and 6:30 P.M. Student Leadership is continuing to plan for Unity Week.

Gerald Bradford welcomed the Board to future Community Potlucks. Gerald noted that Aaron Dixon was previously invited to a Black History Month talk six years ago, and Aaron Dixon recommended community potlucks at that time. Since then, the community potlucks have been occurring so that relationships can proceed transactions.

E. Renton Federation of Teachers

Rick Geist gave an update for RFT on behalf of Donna Maher. Rick Geist, Elisa Westcreek, Sheila May Farley, and some students were in Olympia this week for a hill climb. As we approach the mid-point of the quarter, we're working on program review, program viability, and the mid-cycle accreditation visit. The Board expressed gratitude for Rick's update and RTF.

F. Written Communication Reports

The Board expressed appreciation for the written reports and noted that they help the Board stay attuned to campus goings-on.

4. Discussion/Reports

A. President's Report

There's a lot happening on campus. In addition to the items Rick mentioned, there is a budget review, many activities, outreach is continuing, and faculty and staff are continuing to work hard. Dr. Harden publicly acknowledged Jim Robinson and his contribution to the college and community. Dean Christopher Carter helped organize a celebration of Jim's life and impact on February 7. This was the loss of a major community member who impacted many students.

i. Diversity, Equity, and Inclusion

Dr. Harden attended the Library mixer during the Dr. Martin Luther King, Jr. week events. She also welcomed the students at the Greater Futures event. In Partnership with the King County Justice Alliance, Dr. Harden gave a speech at the Black History Month Community Forum. Thank you for a great Lunar New Year Event.

ii. Accreditation

Dr. Delaney previously briefed the Board on their role in accreditation, and Doris Martinez, Executive Director of Diversity, Equity, and Inclusion will give an update on the Strategic Equity Plan (SEP).

iii. Financial Stewardship

Thank you to Vice President Jacob Jackson for supplying these numbers. Overall, enrollment is up 9% compared to last year. Instructional IT space is in its final phase and competition is still scheduled for prior to Fall Quarter. The Multicultural Center is on track for completion around September 2024. Both projects draw from local funds.

iv. Strategic Partnerships and Engagement

Dr. Harden attended the American Association of Community Colleges Workforce Development Institute attendance in New Orleans with Executive Director Carrie Shaw. One key point was the importance of continuing to

position ourselves at the intersection of high wage and high demand. There were sessions around artificial intelligence (AI), with a key takeaway that 40% of jobs will be replaced by AI, and so the job landscape will change. Dual enrollment is a big focus, as are students who have access to college preparedness, and apprenticeships and pre-apprenticeships

Dr. Harden also attended the Association of Community College Trustees National Legislative Summit (NLS)) with Vice Chair Jessica Norouzi. A core message of this summit was that this has been one of the least productive legislative sessions. Higher education has been targeted by both sides of a cultural war. The workforce is a priority for both parties. Some federal legislative priorities are on increasing Pell and supporting Federal work study. Rahel Weldu, Financial Aid Director, noted that Financial Aid has expanded services and hours for students who need help filling out the new Free Application for Federal Student Aid. Dr. Harden commented that another theme that surfaced during the NLS was continued gridlock through the election that can shift depending on who is elected. The Secretary of Energy suggested that community and technical colleges need to move in to clean energy, meaning more workforce training programs for training people to go into clean energy. Dr. Harden and Vice Chair Norouzi joined sessions with Adam Smith, Kim Shryer, and others, and Vice Chair Norouzi met with Pramila Jayapal.

Thank you to Dr. Delaney, Trustee Zappone, Rick Geist, Saleea Cornelius, and Leslie Wofford for attending the Hill Climb. Trustee Zappone reported that there were many great meetings. Trustee Zappone reported that messages were that this is a supplemental budget year and so there is not much funding. However, there was general appreciation for what technical colleges do. Trustee Zappone expressed his appreciation for Saleea and Leslie, who were taking lead and answering questions in meeting by the end of the day. Representative Steve Bergquist took the group to the Senate floor.

The Senate and House budget proposals came out this week. Both allocate funding to the State Board. There are bills up to fund fentanyl testing and Narcan administration, a bill for Pell grants, and a bill that requires all college employees to receive training for sexual assault.

As Dr. Delaney noted, RTC was approved for accept another Nursing cohort, which has a ripple effect on other programs. Thank you to Dean Teri Trillo for her work in the Nursing Program.

B. Strategic Equity Planning Committee

Executive Director Martinez gave the Board a brief overview of the Strategic Equity Plan (SEP). In Winter quarter, the focus was on gathering data. One of the ways that the SEP Steering Committee has been soliciting community involvement is through feedback questions. These questions are submitted anonymously and are collected by Be Culture. The second phase of community engagement is listening sessions, which are also part of the Campus Climate and Data Equity Committee. Listening sessions will be an annual event series. All listening sessions have been in-person and facilitated by Be Culture. There will be a virtual All-College listening session on March 7, 2024 with an invitation forthcoming. Chair Takamura asked about broader community outreach. In addition to the feedback questions, Executive Cabinet is engaging specific community partners. Looking ahead, Executive Cabinet community outreach and reflection questions will continue after the SEP implementation. Please refer to the website for updates.

C. Mid-Year Budget

Vice President Jacob Jackson, Administrative Services and Finance, gave an update on revenue and expenditures. In June, the Board approved a budget for \$42,620,655. Based off of revisions, RTC ended up with more allocation from the state than expected, an increase in tuition, and a slight increase in fees, as well as in Running Start and high school completion. Enterprise is not quite what Finance was hoping for, with a total revised budget of about \$46,350,700. Room rentals are not quite as robust as anticipated. Finance has put more in bonds, but short-term interest rates have allowed RTC to put more money into ELGB with a draw of about 5% interest per month. This will eventually be shifted.

Looking at allocations, we've done a better job this year at spending out allocations. Tuition and fees allocations will see a spike in summer. Running Start and High School Completion will see a later collection due to the model.

Turning to expenditures, four positions were approved last year that were posted this year for artificial salary savings. Travel will increase in spring with more conferences. Equipment expenses were up due to computer purchases to get classrooms ready for fall. Debt Services will kick in in Spring. There will be a fund transfer closer to the end of the year.

Moving forward, projected expenses for salary and labor are on target. Goods and Services are coming in higher than budgeted due to the way that transfers show up in ctcLink. The costs of goods sold and travel will also be above what was anticipated. Capital expenditures were up, as previously discussed. Client services expenditures are down, and debt services are expected to be down. RTC

is looking at a debt of about \$73,000, however VP Jackson anticipates that this will be less than shown.

Finance is working on the Fiscal Year 2025 budget, with the first forum coming in March, another forum in April, and a final forum in May. This will give the campus opportunity to provide feedback and ask questions. Chair Takamura asked about involving the external community. VP Jackson noted that he will work with Executive Director Katherine Hansen to get the word out.

5. Board of Trustees

A. Foundation Liaison Report

Trustee Tim Cooper reported on the Connell Family Scholarship event and shared that the Connell Family agreed to give more funds for the Connell Family Scholarships. March 2, 2024 is the Student Success Gala.

6. Meetings

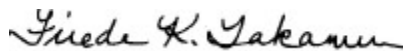
A. Special Board Meeting – March 19, 2024

B. Special and Regular Board Meeting – March 20, 2024

7. Adjournment

There being no further business, Trustee Cooper moved to adjourn the Board of Trustees meeting at 4:12 p.m. Trustee Zappone seconded, and the motion carried.

FRIEDA TAKAMURA, Board Chair
Board of Trustees



YOSHIKO HARDEN, President
Renton Technical College

