Agenda Item/Subject   **Information/Action/Presenter**

SPECIAL MEETING – Roberts Campus Center, Board Room I-202   1:30 P.M.

1.   **CALL TO ORDER**

   A. Notation of Quorum

2.   **EXECUTIVE SESSION**

   A. An Executive Session will be called to review the performance of a public employee, in accordance with the Open Public Meetings Act (RCW 42.30).
   B. Announcement of time Executive Session will conclude.

   C. Adjourn to Culinaire Room

REGULAR MEETING – Roberts Campus Center, Culinaire Room I-108   3:00 P.M.

1.   **CALL TO ORDER**

   A. Notation of Quorum
   B. Flag Salute

2.   **ADOPTION OF MINUTES**

   A. May 16, 2018 Special and Regular Meetings

3.   **ACTION**   Action

   A. Comments from the Audience
   B. Faculty Tenure and Advancements
        1)   Faculty Advancements First to Second Year
        2)   Faculty Advancements to Tenure

4.   **COMMUNICATIONS**   Information

   A. General Information/Introductions
   B. Correspondence
   C. Student Leadership
        ▪   Exploration/Discussion of Student Trustee
   D. Renton Federation of Teachers
   E. Written Communication Reports

5.   **ACTION**   Action

   A. 2018-19 College Budget   Eduardo Rodriguez

6.   **DISCUSSION REPORTS**

   A. **DEIC Plan**   Angel Reyna

B. President Kevin McCarthy

> **Goals:** Learning • Equity & Inclusion • Engage Community • Institutional Strength

C. Administration/Finance
  1) Monthly Finance Report Eduardo Rodriguez

D. Board of Trustees Action
  1) Board of Trustees Election of Officers
     a) Chair
     b) Vice Chair
  2) ACT Legislative Action Committee (LAC)
     a) Primary/Secondary Representatives
  3) RTC Liaison Positions
     a) RTC Advisory Council
     b) RTC Foundation
  4) 2018-19 Board Meeting Calendar
  5) Board Retreat Timing
  6) Board Liaison Reports Trustees Entenman and Page

7. MEETINGS Information

  A. <mark>Possible Special meeting in July.</mark> Regular meeting September 19, 2018

8. 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.

9. ACTION Action

  A. Action items, if any, that may be necessary to be taken as a result of matters considered in the Executive Session.

10. ADJOURNMENT Action

Event Reminders:

- RTC Commencement | June 21, 2018 – ShoWare Center, Kent
  - Doors Open 6:00 p.m. | Ceremony Begins at 7:00 p.m.

- RTC Fall Kick-Off | September 12, 2018 | 7:30 a.m.

- RTC Donor & Scholar Reception | September 27, 2018 | 6:00 p.m.

- ACCT Leadership Congress | October 24-27, 2018, New York City

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2017-2018 BOARD PRIORITIES

Budget Engagement · Tenure Process · Diversity & Inclusion

RTC RENTON TECHNICAL COLLEGE®

Preparing a Diverse Population for Work.

Renton Technical College
Board of Trustees Meeting
June 13, 2018

AGENDA ITEM: **1.**   **CALL TO ORDER – SPECIAL MEETING**

BOARD CONSIDERATION
Information
Action

SUBJECT:

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
June 13, 2018

AGENDA ITEM: **2. EXECUTIVE SESSION**
SPECIAL MEETING

SUBJECT:

BOARD CONSIDERATION
X Information
Action

BACKGROUND:

A) An Executive Session will be called to review the performance of a public employee, in accordance with the Open Public Meetings Act (RCW 42.30).

B) Announcement of time Executive Session will conclude.

C) Adjourn to Culinaire Room.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
June 13, 2018

AGENDA ITEM: 1. **CALL TO ORDER – REGULAR MEETING**	BOARD CONSIDERATION Information Action

SUBJECT:

BACKGROUND:

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

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
June 13, 2018

AGENDA ITEM: **2.   ADOPTION OF MINUTES**

	BOARD CONSIDERATION
	Information
X	**Action**

SUBJECT: A.

BACKGROUND:

A.   The meeting minutes from May 16, 2018 are attached for approval by the Board of Trustees.

RECOMMENDATION:

Approval as presented.

Board of Trustees – Regular Board Meeting	May 16, 2018
Board Room (I-202)	3:00 P.M.

MINUTES

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

1. **BOARD STUDY SESSION**   Board Members toured the Carpenters Apprenticeship Program on campus.

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. **ADOPTION OF MINUTES**

   Board Chair Palmer asked for corrections and/or additions to the following minutes:

   April 18, 2018 special and regular meetings

   *Trustee Unti introduced a motion to approve the meeting minutes for the special and regular meetings held on April 18, 2018 as presented. Trustee Page seconded, and the **motion carried.***

3. **COMMUNICATIONS**

   A. **General Information/Introductions**   Vice President Rodriguez introduced Raevel Chea as the new Budget, Accounting and Financial Services Manager. Ms. Chea comes from the King County Housing Authority where she served as a Financial Analyst. Her experience will be greatly valued. Dr. Sarah Wakefield introduced Dr. Zachary Rubin, the new instructor for the Network Architecture Bachelors program, which is active and moving forward. Ms. Cheyenne Roduin introduced the new Instruction Librarian, Jessica Koshi-Lum. Ms. Koshi-Lum comes from Highline College, and has worked in college libraries in Honolulu and around the Seattle area since 2008. She is teaching college success classes and other orientations, and doing a great job retooling documents. Dr. Vicky Hertig introduced Beth Beadling, full-time Nursing faculty from Oregon Health & Sciences University, in Klamath Falls, Oregon. Ms. Beadling will be a great addition to the evolution of the Nursing department.

   B. **Correspondence**   Board Chair Palmer called attention to several recent college related media stories.

   C. **Comments from the Audience**   There were no comments from the audience.

   D. **Student Leadership**   There was no written report. Director Supinski and Student energies were focused on the ASG budget to be presented for approval later on the agenda.

   E. **Renton Federation of Teachers**   RFT President Simone Terrell reported that there are some concerns from faculty. We had a great session on Guided Pathways on May 9th, but

there are concerns about the project managing of the roll-out. Vice President Reyna is working on this. They are looking for a clear transparent route for Guided Pathways. Recently a retention offer was given to someone on campus, which sends mixed-messages to faculty with the budget crisis. They also have concerns about providing service to students; if the need carries a price tag, the answer seems to be there is no funding available. Students cannot be served effectively without funding. Ms. Terrell reported the faculty is tired and unhappy about how some things are being handled. She is doing her best to keep staff aligned and feeling rewarded. RFT is proceeding with negotiations. With the passage of House Bill 1237, they will be hitting hard for local dollars and they desire administrative support. Older faculty feel they are being forced out by administration. Trustee Entenman asked what funds are needed for students. Student fees are still a concern. Extra time in clinical or lab would help students pass tests; there is no lab help and always push back.

F. **Written Communication Reports**   There were no comments or questions from the Board. Board Chair Palmer commented that the reports were well written and very much appreciated.

3. **ACTION ITEMS**

A. *Student Leadership Budget Approval*

Director Supinski and students shared a presentation wrapping up last year's accomplishments, followed by student statements of what they learned in leadership this year. Some comments were: there is always room for improvement in self and others; how to better serve and communicate with different cultures; self-confidence; go above and beyond to help students and faculty with leadership skills; how to help others through their journey; overcoming obstacles and teaching other students; effective communication and working within a group for global decisions; true leaders inspire other people; the College is like a second home; be a leader with peer guidance; how to identify needs of peers and support them; importance of a voice to those who don't necessarily have that; diverse community and learned to communicate with many in a variety of different ways. Board Chair Palmer thanked students for being here and their willingness to aid other students and learn together. In regard to the budget, Director Supinski noted that their estimated revenue is conservative. Priorities have been rearranged, but not increased. Student Budget leader, Conner Moore noted that they had several sessions about what the budget was, and what students wanted it to be. Some attention needed to be given to specific line items, either minimizing or changing direction on some priorities. No overall increase was requested, but we worked to make it more efficient. They employed a Hopes and Dreams wall, which helped frame the wants and needs, and think about them in priority. Elijah's Pantry became a line item, Men and Women of Merit became line items from a more general funding for multi-cultural programming. The Textbook Access program budget was increased. Trustee Page asked if goals were kept (a living document of changes that were made). Just as we have to make choices with budgets, we build on our experience and become better at what we do. Opportunities can arise as things change. Board Chair Palmer noted her compliments for a job well-done.

*Trustee Page introduced a motion to approve the ASG Budget as submitted. The motion was seconded by Trustee Takamura, and the **motion carried**.*

5. **DISCUSSION/REPORTS**

   A. *Guided Pathways*   Executive Director Campbell, Vice President Reyna and Vice President Gilmore English shared a presentation on the implementation of Guided Pathways. This consisted of the four-essential practices, and key areas of focus, as well as the implementation timeline and key success indicators. Vice President Reyna talked about the equity lens portion. Indicators were established a few years ago when we started the work. Communications and Marketing have developed a landing page on the website, using Pathways. Posters are being generated that align strategic plan goals with Guided Pathways (as a visual). We've developed seven (7) View Books for each area of study. This condenses the marketing and presentation based on our areas of study versus program offerings.

   Trustee Page commented on the great work, and the effort to get this in every corner of the college. Equity is specifically called out in the state of Washington, and not in any other state. RTC is not satisfied with things as they are, and this should be a great selling point as the locomotive moves forward. Dr. McCarthy noted that we got the grant because College Spark recognized the successes we've already experienced; indeed, our own successes are the starting data point of why a Guided Pathways approach works. We need to continue this work with an integrated approach. We should see more degrees versus certificates. This work isn't new as much as taking our own logic and extending our successes. It's baked-in at a certain level already. Trustee Takamura asked how students were involved in the process. Students were involved in the areas of study and how that began. As we move forward it is important that we include the student voice.

   B. **President**   Dr. McCarthy recognized the faculty in attendance at today's meeting and thanked them for attending. He announced the departure of Executive Director Campbell to her new Vice President role at Middlesex County College in New Jersey and complimented her for the work she has done over her years at RTC, and wished her well. Board members also offered their congratulations and thanks for all the heavy lifting on behalf of the college.

   Enrollment: We are projecting our enrollment will end up higher than last year, at 98-99 percent of target which had also increased. This has been possible because of a lot of work by many faculty and staff. By the end of winter quarter, we were at 74 percent of the prior year's enrollment and one of only four colleges that are predicted to be over our target. We are also one of six schools that got an increase in our allocation. Lots of pressures on many other schools, and a constant struggle for us.

   Learning: Dr. McCarthy thanked Executive Director Campbell, and Vice Presidents Reyna and Gilmore English for the Guided Pathways presentation, and emphasized that this is not new – we are building on our strong foundation to be successful in the future. We held the Guided Pathways session last week with our coaches, same day as advising day, so had to do a little juggling. We will be sending an anonymous survey, to get people's views of the day. We want to know what we can do to make this better. In the past month, several faculty associated with the Achieving the Dream (AtD) Adjunct Engagement Grant delivered the STEM-E Summit which was well attended by RTC faculty and those from a number of other system colleges. Dr. McCarthy's visits into the classroom are less active this year, but he recently visited with some of our new faculty members. The AtD coaches were on-site May 1-2. They enjoyed the visit, and felt we were doing well. They complimented the strategic plan, they liked where we are with Guided Pathways, and commended us in addressing equity with a Five-year plan.

Equity and Inclusion: Vice President Reyna shared a draft of the DEIC Plan – we are not looking for board approval, but affirmation that the Board supports it. We will bring it back for conversation next month. The Faculty of Color Conference was held May 11 – Faculty Counselor Eugene Shen, Dean Aaron Reader, and Vice President Reyna presented at the conference. We held a Memorial-Day presentation today. The keynote speaker was Cheddy W. Matthews, retired Marine Corp. Veteran Navigator David Cleaves was his mentor - he talked about seeing the signs around campus and used it in his speech to strengthen his discussion of diversity as a strength of the armed services.

Community Engagement: Q-13 came to campus and filmed the Mechatronics and Nursing programs. They also interviewed Dr. McCarthy. Communications and Marketing Director Katherine Hansen did a great job coordinating the efforts. It was a great learning experience. Dr. McCarthy has been to the Renton School Foundation Breakfast, and met with One America, and SECO Development. We entered into a partnership with the City and Chamber about four years ago on the Career Fair, and it has grown. Revenue from the Career Fair will now funnel to Phi Theta Kappa (PTK) scholarships, with any extra funds to Elijah's Pantry.

Dr. McCarthy has shared an invitation to Commencement to many legislative officials, State Board and City officials. So far those who have accepted the invite are: Jan Yoshiwara, Representative Sharon Tomiko Santos, Senator Wellman, Representative Mia Gregerson, Representative Tina Orwall, and Mayor Law.

Dr. McCarthy has been serving as President of both WELA and CTCLDA. Both coordinators of these groups are retiring, thus we are coordinating many efforts. He is also serving on the screening committee of Jan Yoshiwara's old position as Deputy Director on the State Board, June 4-5.

Institutional Strength: Vice President Rodriguez, his executive assistant Michelle Canzano, and Dr. McCarthy held budget sessions on campus in early May, both in the morning and afternoon. Special thanks to Ms. Canzano for her work this year. This was a presentation of the budget development process, how revenue and expenditures were identified and balanced, and what is left to do. The Budget book will be done by the end of the week. Dates will be defined for trustees to come in to review. June 30 is our close, and we are hoping to end the year as close to even as possible. Major issues in developing the budget this year included aligning reality with budgeted expenditures, especially for adjunct faculty and apprenticeship contracts. Funding the local portion (35%) of COLAs and associated benefits was also a big factor in the final budget. We received many enhancement requests, but had little funding available to support them. We did learn from the sessions that we need to have more back and forth discussion about the enhancement requests and why they weren't funded. We should be naturally better prepared for this next year. There were still questions about possible layoffs. As we've discussed throughout the year, our primary goal has been not to lay-off personnel and only one grant position was not renewed. Yet the reality is that we are a very lean college; the states funding model does not favor technical colleges. We did a lot of education for the legislature on behalf of maintaining Running Start funds at the colleges – but it helps our neighbors a whole lot more than us. Vice President Rodriguez noted that we aligned our budget without a reduction in force (RIF). Accountability, and responsibility were some of our key goals as we went through the process to set the structure. We reduced travel by twenty (20) percent across the board, (excluding grants/contracts). We are working on Running Start budgets, Guided Pathways

budgets, and shifting some security fees into personnel places vs. operating budget. We appreciate everyone's efforts and collaboration.

Following the ACT presentation on Safety and Security, we are looking deeper at our updates - security cameras, and security lock-downs. We will bring a study session to the Board meeting in the fall.

Dr. McCarthy informed the Board that the electronic Tenure portfolios and recommendation letters will be available to board by end of week. There are two faculty advancing from the third year to Tenure, and four advancements from first to second year.

Dr. McCarthy asked the Board if they wanted to review his performance for the year at the June or September meetings. There was an agreement to wait for the September retreat.

B. Administration/Finance

1) Vice President Rodriguez informed the Board that we are still on track to break even this year in terms of operating revenues and expenditures. We will be receiving reimbursement for our capital land purchase, which will help support our cash flow needs for the rest of the fiscal year, now that we have nearly expended our State allocation.

   We will be sharing our proposed FY19 operating budget with Board members and can meet ahead of next month's Board of Trustees meeting to discuss details and answer any questions. We will submit the proposed budget for approval at the June 13, 2018 meeting.

C. Board of Trustees

1) ACT Spring Conference Report   Trustee Page felt it was a useful event, and very heartwarming to see our very own Alma Meza on stage and speaking off-the-cuff and from her heart. That was a highlight of the conference. He is looking for good things from the new ACT president Jim Page. He is going to attempt to engage past trustees, but not sure how. Trustee Page thanked all the trustees for attending and continuing to be involved. He also noted that the Legislative Action Committee (LAC) is seriously going to push for compensation to faculty and staff to come directly from the legislature. Trustee Entenman felt the security presentation was a bit like they were selling a product.

2) Draft Board Meeting Calendar   The calendar was provided as a draft for everyone to review and determine any dates that may be in conflict. Action will be taken in June to approve or modify the calendar.

3) Board Liaison Reports

   a) RTC Foundation   Trustee Page reported Foundation's June meeting will be a retreat.

   b) RTC Advisory Board   Trustee Entenman reported there had not been a recent meeting.

6. **MEETINGS**   The next regular meeting is scheduled June 13, 2018 at 3pm. An Executive Session will begin at 1:30 p.m. prior to the regular meeting, to review the performance of a public employee.

Trustee Takamura questioned having conversation about John Clark's memo related to the appointment of a student trustee. Two of the states thirty-four (34) colleges have student trustees. Every college has the authority to add a 6th student board member. Since there were no students present and Director Supinski had left the meeting, it was suggested that questions be sent to Dr. McCarthy via email in order to prepare for a discussion at the June meeting, while students are present.

7. **EXECUTIVE SESSION**   No Executive Session was held.

8. **EXECUTIVE SESSION ACTION**   No action was taken.

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   KEVIN D. MCCARTHY, President
Board of Trustees   Renton Technical College

Renton Technical College
Board of Trustees Meeting
June 13, 2018

AGENDA ITEM: **3.** **ACTION ITEMS**

SUBJECT: **B.** Faculty Tenure

<table>
<tr><td>BOARD CONSIDERATION</td></tr>
<tr><td>Information</td></tr>
<tr><td>X   **Action**</td></tr>
</table>

BACKGROUND:

B. Faculty Tenure Advancements

Action will be taken on the following faculty advancements:

Advancing from First to Second Year

- Huma Mohibullah, Cultural Studies/GenEd
- Janine Buis, Nursing
- Viola Bongiorno, Nursing
- Angela Bay, Dental Assistant

Advancing from Third Year to Tenure

- Alma Meza, College and Career Pathways
- Tony Parker, Culinary Arts

RECOMMENDATION:

None

Renton Technical College
Board of Trustees Meeting
June 13, 2018

AGENDA ITEM: **4. COMMUNICATIONS**

SUBJECT:

<table>
<tr><td colspan="2">BOARD CONSIDERATION</td></tr>
<tr><td>X</td><td>Information</td></tr>
<tr><td></td><td>Action</td></tr>
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BACKGROUND:

A. General Information/Introductions
B. Correspondence
C. Student Leadership
D. Renton Federation of Teachers
E. Written Communication Reports

RECOMMENDATION:

None.

RENTON TECHNICAL COLLEGE
RTC

Student Leadership

Associated Student Government
Report for Board of Trustees
June 13, 2018

RTC Spring Unity Festival a Success

The sun trying to shine during the RTC Spring Unity Festival on Thursday, May 17. More than 600 students and future students attended the daytime festivities and more than 200 evening students and their families attended that night. Festivities included games, cultural performances, food, club-sponsored activities, displays from RTC programs and community vendors.

77 Students Inducted to Phi Theta Kappa Honor Society

The Phi Theta Kappa Induction Ceremony was held on Tuesday, June 12 and 77 new members were inducted into our college's chapter. These new members will continue to grow our Phi Theta Kappa chapter, which is now has 440 current members and alumni. Photos weren't available at the time of board report submissions, but will be shared on the RTC Facebook page. Special thank you to our founding faculty advisor of Phi Theta Kappa, Tim Culler, who will be retiring this year. Tim's leadership and service to student leaders is a model for all faculty, as he encourages students to engage both inside and outside of the classroom. His legacy will continue through the strong leadership of computer science students and Phi Theta Kappa, the largest student organization on campus!

Eid al-Fitr Celebration as Ramadan Ends

The Associated Student Government and the RTC Muslim Student Union will host the Eid al-Fitr Celebration on Monday, June 18. All RTC students, staff, and faculty will be invited to the celebration at 2pm in the Learning Resource & Career Center to enjoy halal food, friendship, and finals week!

Eid Celebration
Monday June 18, 2018 at 2:00PM
In the LRCC
come join us celebrate Eid and enjoy delicious Halal food

Administration and Finance Report
Renton Technical College Board of Trustees
June 13, 2018

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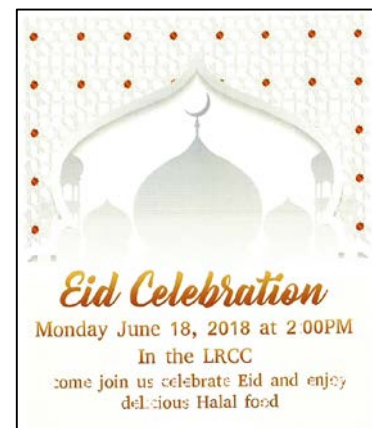
Business Office

Raevel Chea, our Budgeting, Accounting, and Financial Services Manager, has taken the BlackBaud software training and is now working on getting the Foundation's accounting caught up. She is also now updating the monthly operations and cash balance reports for RTC.

The financial statement drafts have been completed by our contracted CPA firm. The Business Office will be reviewing them. We now have a tentative audit scheduled for August with the State Auditor's Office.

We have extended an offer for the Financial Aid Specialist position. The candidate has accepted and will begin working at RTC on June 19th, 2018.

We are gearing up for the year-end closing work and will be working through July to close the books for FY18.

Facilities & Capital

Campus ADA Review – Required modifications and accommodations resulting from the campus-wide review of ADA accommodations by the Office of Civil Rights. Modifications were 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**: The project has been awarded to the low bidder, Regency Construction, as the college's Capital Minor Program Project for this biennium. The Dept. of Engineering Services is processing the necessary bonds and paperwork. Construction should begin in July and be complete in spring, 2019.

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**: Awaiting signing by the building's owner, at which time remodeling may begin in order to facilitate a move-in by fall quarter of this year.

Current Capital Repair Projects – Planning and design is in progress on Capital Minor Works Repair projects now that state allocation of funds have 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. **Update**: bids have been received and the low bidder is within 10 percent of the architect's cost estimate.

Bldgs. B HVAC Controller Replacement – Bldg. B will receive heating system replacement of controllers. **Update**: bids have been received and DES is preparing to award the contract to the low bidder.

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. This is the first part of a two-part project continuing onto the other campus buildings next biennium. **Update**: design is almost complete and it is being prepared to go out to bid.

Boiler Replacement at Campus Center, Bldg. I - The Boiler has experienced a critical failure and is no longer fully functional. The cost to repair and replace the damaged components of the boilers would be nearly as much as the cost to replace the entire boiler with a new, upgraded model, and since it is at the end of its useful life, doing so would not be a prudent investment. A Declaration of Emergency has been granted for immediate replacement to the Building I Boiler and a contract with a mechanical contractor has been initiated. Replacement will occur at the end of this heating season and a new, more efficient boiler will be installed.

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, and Campus Irrigation System Repairs.

Bookstore

The bookstore staff has been busy selling cap and gowns sets to the students; for the June 21st commencement ceremony. We just received the faculty and staff rental gowns, which we'll start distributing next week.

Bookstore physical inventory count is coming, on Saturday, June 16th. We are working on preparing the store and our perpetual inventory system for the count by an outside company. It will be a 100 percent count and 100 percent verification of the count.

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

AFT	Effective Date	Position	Department
- Hires			
None			
-Separations			
None			
-Retired			
Carr, Hsou Yoe	5/15/2018	Baker Helper	Food Service

WFSE	Effective Date	Position	Department
- Hires			
None			
-Separations			
None			
-Retired			
None			

Prof Tech	Effective Date	Position	Department
- Hires			
Johnson, Madeline	5/1/2018	Fiscal Coordinator (*position change*)	Business Office
Nicholas, Delores	5/21/2018	Enrollment Technology Specialist	Enrollment Services
-Separations			
None			
-Retired			
None			

Exempt / Administrative	Effective Date	Position	Department
- Hires			
Chea, Raevel	5/14/2018	Budget, Accounting Manager	Business Office
Harrison, Sheila	5/15/2018	JSP Grant Coordinator (*25% of full-time*)	WTED
-Separations			
None			
-Retired			
None			

RFT	Effective Date	Position	Department
- Hires			
Gazdik, Jo-Ann	5/14/2018	Adjunct faculty	Allied Health
Hoberecht, Daniel	5/24/2018	Adjunct faculty	Computer Network Technician
Niemer, Ardene	5/25/2018	Adjunct faculty	Early Childhood Careers
-Separations			
None			
-Retired			
None			

	Monthly Total Hires	% of Diverse Hires YTD
Full time	4	52%
Part time	3	33%

College Technology Services - Information Technology Report
Renton Technical College Board of Trustees
June 13, 2018

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The Office of College Technology Services continues to provide secure, reliable, integrated and cost-effective technology solutions as we maintain and 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. This month we've been focused on procuring new technologies for implementation during the summer months.

INFRASTRUCTURE PROJECTS COMPLETED – No new updates

TECHNOLOGIES IMPLEMENTED AND COMPLETED PROJECTS – No new updates

COST SAVINGS INITIATIVES IN PROGRESS
- Migrate Computer Science to IT Support structure – Savings in Hardware – Enhanced Support – Building infrastructure
- 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 – Implementation in Progress
- Security Access Control System – Building J is in the final stages
- 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 – obtaining replacement software
- File Server – File Structure Rebuild – Planning in progress
- Adobe eSign Document Signing– Signed Contract – Single Sign on Completed – Building Environment
- ctcLink – 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 – 60% complete
- Student Domain Migration – Over the summer
- Administrative Domain Remediation
- NUAF – New User Authorization Form – Redesigning new form – Add Change Terminate (ACT) form
- Additional Cameras in Building I – Change order signed – Implementation in progress
- Active Directory Integration – Single Sign on – CANVAS – Developing Communication Plan

- Upgrade IT internal systems – Service Desk – Testing
- Server Room – Hardware Consolidation

UPCOMING PROJECTS
- IT Written Policies
- 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 – ON HOLD – Pending funding
- Wireless upgrades and remediation – Improve Coverage – ON HOLD – Pending funding
- TV and Other Rental Equipment Upgrades – ON HOLD – Pending funding
- Cafeteria Speaker Upgrade – ON HOLD – Pending funding
- RFID (Radio Frequency Identification) – ON HOLD – Pending funding
- Digital Signage Phase III – Offsite Locations – ON HOLD – Pending Funding
- Auditorium Upgrades – ON HOLD – Pending funding
- Classroom Technology Standardization – ON HOLD – Pending funding

Institutional Advancement Report
Renton Technical College Board of Trustees
June 13, 2018

A. COMMUNICATIONS AND MARKETING

The Department of Communications and Marketing is excited to launch a new college tagline and suite of digital and print marketing materials designed to highlight how students succeed at RTC. After consultation with students and representatives from Instruction and Outreach, we chose a simple but powerful message:

Students succeed at RTC.

This encompasses our already excellent completion and job placement rates, as well as our Guided Pathways work to improve student success, and it resonates with our broad student population, including College & Career Pathways, Professional-Technical, Running Start and Transfer students.

We will be updating college templates over the summer. You'll see versions that include **Succeed at RTC**, or simply, **Succeed**, in our advertisements and materials. Initial data show good response to these ads. We are also telling stories on our website and social media.

So far we've launched targeted digital ads, email marketing campaigns, and radio spots with students telling their stories of how they succeeded at RTC. Later this summer you'll see campaigns on billboards, and we will be filming a new TV ad. Our Areas of Study view books (distributed at the meeting) illustrate success and showcase students and graduates. These view books will replace the current program cards and are designed in a way to promote our seven Areas of Study (part of our Guided Pathways work) and the programs RTC offers within each area. These view books will be used broadly for marketing, communications, and outreach.

A few examples of our current You Will Succeed ads are listed below:
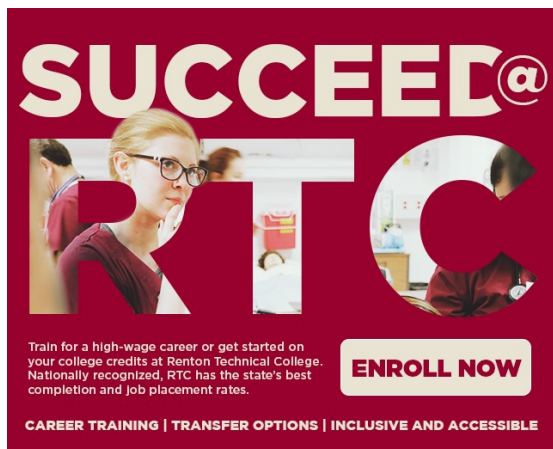
KIRO SPOTS

Three students share their stories in these ads.

KIRO Jasmine 60.mp3

KIRO VLAD 60.mp3

KIRO David 60 seconds.mp3

Grad went from Basic Studies to bachelor's degree

"I came to RTC with a 9th-grade education. RTC gave me everything. It's life-changing, not only for the individual, but for the generations." – Jose May, network and system engineer

Social Media Highlights

Our social media engagement and audiences continue to grow as we focus on the quality and share-ability of posts.

- Engagement is up 73% on Instagram and 35% on LinkedIn.
- In general, an average fan growth of about 1.7% with IG leading at 3.5%.
- Among other colleges, we still lead or are near the top in audience growth and engagement.
- Most popular content:
  o Facebook: Denis Law Retirement, Rally Team USA event, Spring Unity Fest
  o Twitter: RTC BAS Event, Unity Fest, Memorial Day Ceremony
  o LinkedIn: Microsoft Office Training, Memorial Day Unity Fest

B. INSTITUTIONAL RESEARCH AND EFFECTIVENESS

- The Office of Institutional Research engaged with unit leaders and provided them support in submitting their 2018-19 Annual Unit Plans. Upon submission of all unit plans, a gap analysis was conducted and shared with Executive Cabinet. The gap analysis assesses the College's overall efforts for implementation of the Year-Two Strategic Plan priority activities and identifies the number of units that have aligned their goals to these activities.

- During the Guided Pathways site visit on May 9, 2018, IR staff led employees through an in-depth case study that included the presentation of retention, completion, and the wage data. IR staff facilitated an interactive tabletop discussion and initiated the presentation of outcomes identified during group discussion. The case study exercise provided participants a learning opportunity to utilize the College's data for planning and implementation of Guided Pathways.

About nine out of ten (96%) participants responded positively to the feedback survey that they had a better understanding of Guided Pathways because of the case study and other learning sessions that took place during the event.

- In May, IR staff gathered and analyzed pertaining to strategic indicators for the Strategic Plan Monitoring Report for 2017-18. To finalize the report, the Office of Institutional Research prepared and shared in advance the analyzed results of the report with the members of the College Council before a special council meeting was held to score each indicator. The IR office is currently in the process of revising and finalizing the 2017-18 Strategic Plan Monitoring Report, which will be shared with the campus community by the end of June. A presentation of the report will be prepared for the Board of Trustees come fall quarter.

- Results of the Employee Satisfaction/Institutional Capacity Assessment Tool (ICAT) survey were analyzed and were shared with the campus community via a Tableau dashboard. The survey responses were analyzed in the area of data and technology, employee satisfaction, engagement and communication, equity, leadership and vision, onboarding, policies and procedures, strategy and planning, teaching and learning, and tenure process. Results of this survey were used to assess benchmarks of many of the College's strategic indicators. Additionally, campus forums are being organized to provide a space for faculty and staff to come together and discuss the results. These forums will take place on June 7, 11, and 14.

C. GRANTS OFFICE

- Recent grants submitted include: the Early Achievers Grant ($41,500) and the Corrections Education grant ($75,000). Additional grants in the works include: the Ultimate Collison Program Makeover grant ($50,000) and a Teach Access grant ($10,000) to add enhancements across three different Bachelor of Applied Science (BAS) computer science courses to facilitate interactions with disabled individuals and acquire materials for specific student-led accessibility projects. Work has begun on a grant project for welding (robotic equipment), a MART power upgrade, college-wide instructional design support, and a faculty collaborative research project.

- The College's Limited English Proficient Pathways (LEPP) grant was successful (final amount to be determined), which will enable RTC to continue to offer services to refugees. Our $150,000 WDF proposal has been recommended for funding to the State Board.

D. STRATEGIC INITIATIVES AND ACCREDITATION

- Following the ATD site visit on May 1 and 2, the College received a feedback letter from coaches Omero Suarez and Miguel Ceja.

- Program revisions proposals continue to be developed and submitted to NWCCU for review and approval. Five major change proposals have been submitted for expedited review. These programs are requesting approval to significant decreases in credit loads. Major change applications currently being reviewed by NWCCU are: Precision Machining Technologies, MART, Autobody, Aerospace and Industrial Production Technologies, and Computer Science. Upon approval, RTC intends to implement the new program changes come fall quarter. In addition to the five major change applications, a total of seven minor change applications are currently being finalized and will be submitted to NWCCU in the coming month. These include: Principles of Production, Aerospace, Land Surveying, MART Kitchen, MART Laundry, AOM Business, and Machine Technologies.

RTC RENTON TECHNICAL COLLEGE®

Instruction Report
Renton Technical College Board of Trustees
June 13, 2018

Bachelor of Applied Science Programs

- **BAS in Application Development - recent highlights for this program:**
  - David Blodgett was hired in fall 2017 as the program's first full time, tenure track faculty. David teaches two courses per quarter and has been working on updating curriculum to ensure content matches industry needs.
  - We currently have two cohorts running (31 students), with a third beginning in fall 2018.
  - The fall 2018 cohort will mark our 5th cohort for this program.
  - 27 applications were received, 24 were accepted – this will be our first full cohort!
  - The fall 2016 cohort (16 students) will be graduating this June – our second group of BAS students to graduate from RTC.
  - Capstone presentations will be June 18th from 6:30-9:00pm in Blencoe Auditorium (C Building). We invite the Board of Trustees to attend as their schedule allows to see the amazing projects our graduating students have developed this quarter.
  - Members of our program advisory committee, as well as representatives from local software companies such as PayScale and LiquidPlanner, will also be in attendance.
  - One BAS graduate has been accepted to Northeastern University's (Seattle branch campus) Master of Science in Computer Science program – the first RTC student to take advantage of our articulation agreement with NEU!

- **BAS in Computer Network Architecture - recent highlights for this program:**
  - Dr. Zachary "Zak" Rubin was hired in winter 2018 as the program's first full time, tenure track faculty. Zak has been working on curriculum development and teaching two courses per quarter, as well as developing relationships with students and industry partners. He also took over as the Principal Investigator (PI) on the National Science Foundation (NSF) Advanced Technological Education (ATE) grant.
  - Jennifer Alexander, BAS Outreach Coordinator, was hired in winter 2018 as well. She has spent her time on recruitment for both programs, with her initial focus being on the BAS CNA to ensure a smooth launch for the program.
  - Our first cohort began spring 2018 quarter. The next cohort is slated to begin spring 2019.
  - 25 applications were received, 15 were accepted.
  - Zak, Jennifer, and Stefanie McIrvin have been working with the Renton School District to implement RTC's first IT/coding boot camp for high school girls and girls of color. The event is partially paid for by a Perkins Non-Traditional Education grant, as well as with funds from Running Start. We are incredibly grateful to the administration for supporting our efforts!
  - The Girl's Exploring Tech! (GET!) boot camp will take place June 25th-29th (8:30am-3:30pm) at RTC in H-204. Thirty girls from local area high schools will come to campus to learn about information technology – using fun, hands-on activities! The Board of Trustees is invited to drop by, say hello, and check out the activities anytime during the week.

College and Career Pathways

College & Career Pathways continues its work to support the department's action plan goals, which were developed in FY16-17 and continue into FY17-18:

- o Goal 1: Create a more equitable and inclusive environment for students, faculty, and staff.
- o Goal 2: Increase data quality to more accurately capture student learning.
- o Goal 3: Create comprehensive opportunities for students to advance along an educational pathway.
- o Goal 4: Create cohesive opportunities for students to transition to college.
- o Goal 5: Create seamless opportunities for students to advance along an employment pathway.

- Goal 1 is foundational to our work - CCP faculty and staff continue to explicitly work on equity and inclusion issues within the department and serve as campus leaders. As previously shared, CCP faculty provide leadership in the Achieving the Dream Adjunct Faculty grant, which is focused on better supporting adjunct faculty to engage in the work of the college and develop professionally, and also on helping more students of color transition to STEM fields. This work culminated in a highly engaging STEM*E Summit held at RTC last month, convening a group of highly passionate full-time and adjunct faculty and staff from RTC and local community colleges, K-12 schools, and community and religious organizations for a powerful Friday evening about equity in STEM.

- Regarding Goals 3-4, CCP faculty are looking forward to engaging in Guided Pathways work over the next several years. A highly passionate team of faculty are contributing to the goals created for this work both intradepartmental and interdepartmental. As we conclude with the hiring of two full-time tenure track faculty positions in ELA, the new ELA team will focus their efforts on ELA pathways specifically.

Student Services Report
Renton Technical College Board of Trustees
June 13, 2018

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A. EDUCATIONAL SUPPORT SERVICES

This spring, our Veterans Services Manager, Wade Parrott III, attended a Veterans Student conference at UW-Tacoma. The conference provided information on mandatory changes which will be required of School Certifying Officials effective fall 2018. Changes include how we track by geographic region our student veterans internships and externships. Also this spring, we completed our Wells Fargo Grant which provided emergency funds to student veterans. Before receiving emergency funds/food cards, each student was required to review and complete the Wells Fargo Financial Literacy Basics modules and follow-up quiz. On average, students scored a 4.75 out of 5 available points on the quiz, indicating recipients had retained the financial literacy basics outlined in each module.

B. ENROLLMENT & ENROLLMENT SERVICES

As the quarter has progressed, College and Career Pathways (CCP) is tracking a little behind on enrollments as compared to the same time last year. We continue to enroll apprenticeships and anticipate that will be on pace with spring of last year. End of year activities are busy for the office as we prepare for commencement and complete traditional end-of-quarter clean-up of coding.

C. FINANCIAL AID

The State Board has paused applications to the Washington State Achievement Council (WSAC) to be a pilot college for a streamlined Satisfactory Academic Progress (SAP) policy. We will continue to monitor this and will apply if able, as this would streamline policies and processes. The office is pursuing translation of the SAP policy to Spanish. Staff have also begun awarding for the 2018-2019 academic year.

D. CAMPUS SECURITY

This month, Final Access control work for Building I will be scheduled and the project is near completion. Campus emergency response procedures have been updated and Campus Security staff will be removing and replacing the existing information located in offices with a one-page guide on what to do in the event of an emergency.

E. STUDENT SUCCESS SERVICES

The Career Fair was a huge success with over 73 employers attending. More than 350 job-seekers attended and feedback from employers and attendees was very positive. We are pleased to have completed the process for replacing two Workforce Academic and Career Counselors. Welcome to Faye Melton and Bilal Abdallah.

F. STUDENT PROGRAMS & ENGAGEMENT – See Student Leadership Report

RTC Foundation Report
Renton Technical College Board of Trustees
June 13, 2018

EVENTS:

Mother's Day
The Foundation provided carnations for all the mothers who attended the College's famous Mother's Day Brunch May 13th. The RTC culinary department served over 800 guests.

Kent Rotary Escapades and Kent Chamber Gala
Students did an amazing job and the Foundation provided desserts for the Dessert Dash high profile sponsorship for two highly attended community-business events.

Renton Schools Foundation Breakfast
President Kevin McCarthy and Board member Audrey Godwin joined the Foundation sponsored table at the annual Friends of Renton Schools event April 30th. School Board president Pam Teal recognized the important partnership between the College and the school district during the program.

All-College Gathering
The quarterly all-college gathering of staff/faculty included a presentation on scholarship and emergency grants for FY17-18 and a pitch for the Exceptional Employee Awards Sept. 13, sponsored by 1st Financial NW Bank.

Jay Covington Retirement Celebration May, 19, 2018
President Kevin McCarthy spoke and announced the creation of a scholarship in honor of Jay Covington called the Jay Covington Leadership Scholarship. Jay had asked that in lieu of gifts, donations be made to the Foundation. Mayor Law also promoted giving to the Foundation and the important work of the College during the program. Over 200 people attended including many former Foundation Board members.

Foundation Board
Marjorie Langton, former co-founder of JR Manufacturing, met with Carrie and Rob Watt. She has been invited to join the Board and will be doing a campus tour this summer. Brenda Collons, VP of Strategic Communications at Hydrogen Advertising and longtime Renton resident plans to join the Board and will be inducted in Sept.

Donor Stewardship
Teresa organized the all-college 'thank you' day for payroll givers through the "Be a Hero" campaign. Staff delivered 67 balloons and messages of "mounds of thanks" with candy to each payroll giver. The Foundation currently receives over $1,700 per month from payroll gifts. The goal is to increase that to $2,000 per month.

Grant Development
Proposals are being prepared for Key Bank Foundation, Broadcom Foundation and Liberty Mutual Foundation. The proposals request funds to support the emergency grants for students

Annual grant reports were prepared and submitted for Boeing and the Biella Foundation.

Finance Committee
John Buckley presented the 1Q investment report to the Finance Committee on May 7th. Discussions are underway to "reweight" portions of the portfolio. The committee also met to edit the financial policy and review funds for consolidation and closure. Recommendations will be presented to the Board for final approval.

Renton Technical College
Board of Trustees Meeting
June 13, 2018

AGENDA ITEM: **5.**   **ACTION ITEMS**

SUBJECT: **A.**   College Budget

BOARD CONSIDERATION
Information
X   **Action**

BACKGROUND:

A. College Budget 2018-19

Vice President Rodriguez will present for Board approval the Renton Technical College Budget for 2018-19. A review of the 2018-19 Fee Schedule will be included.

RECOMMENDATION:

None

May 21, 2018

Board of Trustees
Renton Technical College

Renton Technical College's (RTC) operating budget for fiscal year 2018-19 is $35,203,795, including $2,650,037 of enterprise services budgets, and $1,941,717 of grants and contracts budgets. The budget is $36,367 under total revenue projections for State allocation, tuition, fees, Running Start, enterprise services, and grants and contracts.

Revenue projections for the State allocation portion are based on the State Board for Community and Technical Colleges' (SBCTC) projection, which includes an increase of 10 FTE and an increase to cover part of the cost of living adjustments (COLA) previously approved by the Legislature. Tuition and fees revenue projections are based on historical revenues and on FTE projections for next year. Running Start projections are based on historical revenue, plus an increase in rates due to the Governor's reinstatement of professional learning funding for K12 teachers. Enterprise services budgets are based on historical and FTE projections, and grants and contracts revenues are based on current federal, state, and local grants. Revenue projections now exclude financial aid pass-through money as it had in previous years due to the distribution that takes place after it is received (some goes to tuition and fees, some goes to the state, some goes to students, etc.). This has the effect of reducing our total operating budget from $40M+ in previous years to $35.2M in fiscal year 2018-19.

During the 2018 Supplemental budgeting session, the Legislature approved 3% COLAs for I-732 employees (faculty and classified staff) starting on July 1, 2018, and an additional .7% starting on January 1, 2019. COLAs were also approved for exempt staff at 2% starting on July 1, 2018, and an additional 2% on January 1, 2019. These increases are part of the Legislature's plan to increase State employee salaries by a total of 6% over the 2017-19 biennium. COLA increases have an estimated budget impact of $535,025. In addition, classified employees are due for step increases totaling approximately $95,849.

Reaching a balanced budget required that cuts be made to travel in all operating accounts (not including grants and contracts or enterprise accounts) by 20% for a total reduction of $40,320. Enterprise services revenue was used to cover security department salaries and benefits for a total of $232,226. There were also $382,225 of reductions from accounts in various areas, including institutional support (Business Office, Copy Center, Institutional Research, etc.), Instruction, Student Services, Human Resources, and Information Technology. The increase in Running Start rates also helped by providing an estimated additional $200,000.

RTC will have a balanced budget for fiscal year 2018-19. We will continue improving our financial literacy, transparency, and budget development process, which in the future will help us achieve a financially stable position with flexibility and opportunity for growth in all areas of the college.

Sincerely,

Kevin D. McCarthy, Ph.D.
President

RENTON TECHNICAL COLLEGE FY19 REVENUE PROJECTION

FY19 FUND SOURCES		AMOUNT	PERCENT OF TOTAL	FY19 BUDGET TOTAL	GAIN/LOSS
STATE ALLOCATION					
BASE ALLOCATION	$	14,223,434	40%		
EARMARKS & PROVISOS	$	5,688,800	16%		
STOP LOSS/GAIN	$	(241,185)	-1%		
CAPITAL ALLOC FOR OPS	$	323,900	1%		
STATE PASS-THROUGH GRANTS	$	453,459	1%		
TUITION	$	7,500,000	21%		
FEES	$	2,000,000	6%		
RUNNING START	$	700,000	2%		
ENTERPRISE	$	2,650,037	8%		
GRANTS & CONTRACTS	$	1,941,717	6%		
	$	35,240,162	100%	$ 35,203,795	$ 36,367

RENTON TECHNICAL COLLEGE FY19 REVENUE PROJECTION CHART

RENTON TECHNICAL COLLEGE FY19 REVENUE PROJECTION CHART

- STATE ALLOCATION
- STATE PASS-THROUGH GRANTS
- TUITION
- FEES
- RUNNING START
- ENTERPRISE
- GRANTS & CONTRACTS
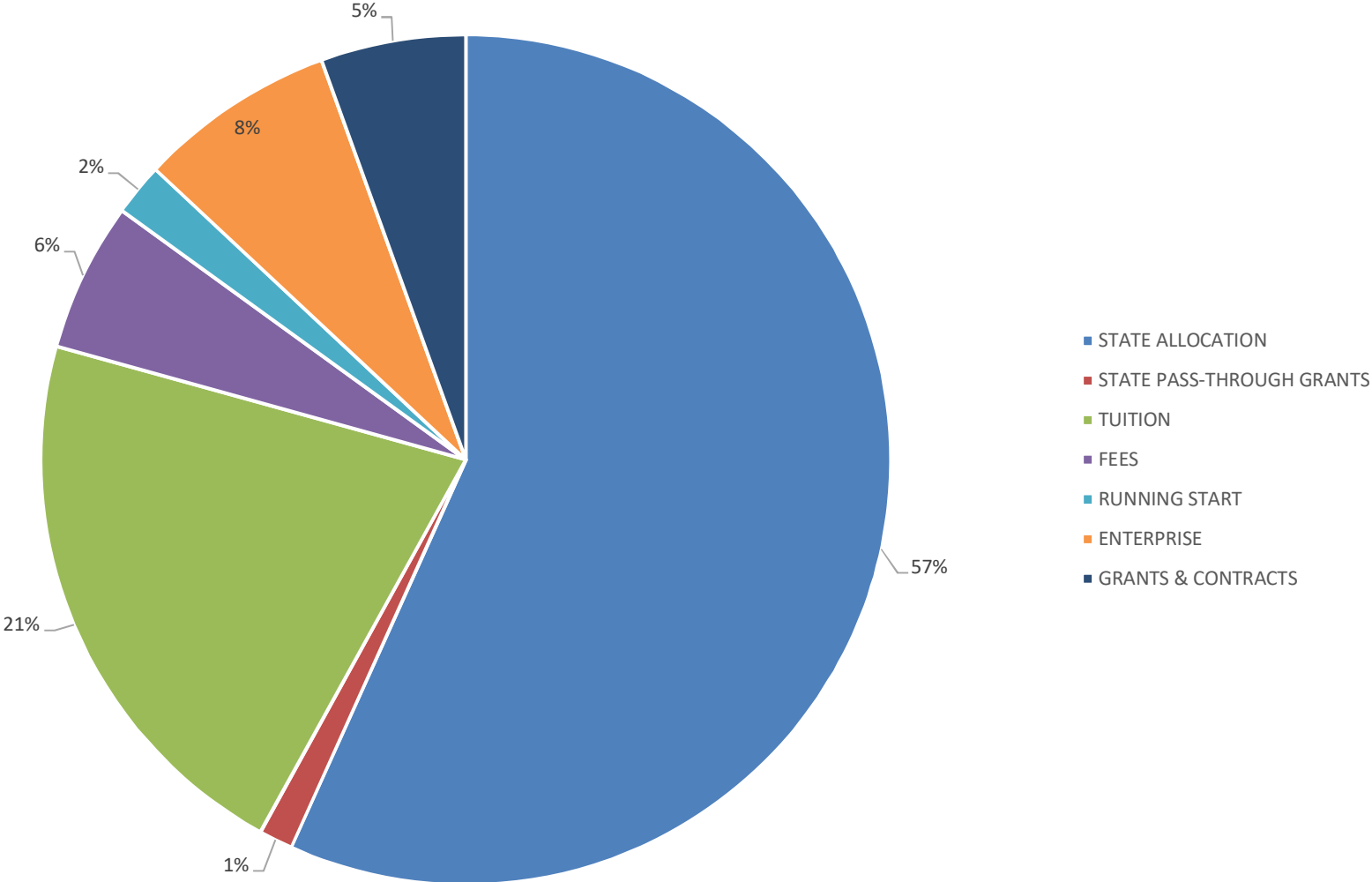
RENTON TECHNICAL COLLEGE FY19 PROGRAM BUDGET

PRG CODE	PROGRAM TITLE	SALARY FACULTY	SALARY EXEMPT	SALARY CLASS	SALARY OTHER	EMPLOY BEN	PERSONAL SERV CONT C	GOOD & SERVICES E	COST OF GOODS F	TRAVEL G	EQUIP J	SOFTWARE K	CLIENT SVCS N	DEBT SVC P	FND TRANS T
GENERAL OPERATING															
011	INSTRUCTION/GEN ED	$3,202,999	$ -	$ 37,175	$ -	$1,034,476	$ -	$ 224,900	$ -	$ 10,080	$ 350	$ 2,000	$ -	$ -	$ -
012	VOC/TECH INSTRUCTION	$3,358,489	$ 201,313	$ 82,518	$ -	$1,142,705	$ -	$2,164,932	$ 65,000	$ 44,960	$ 5,000	$ -	$ -	$ -	$ -
014	COMMUNITY ED	$ 44,020	$ -	$ -	$ -	$ 5,860	$ -	$ 37,750	$ -	$ 1,500	$ -	$ -	$ -	$ -	$ -
016	PREPARATORY INSTR	$ -	$ -	$ -	$ 99,698	$ 22,089	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
018	ADULT BASIC ED/EL CIV	$1,970,365	$ 125,771	$ 106,270	$ -	$ 785,165	$ -	$ 152,500	$ -	$ 4,800	$ -	$ -	$ -	$ -	$ -
041	ACADEMIC SUPPORT IT	$ -	$ 75,346	$ 54,487	$ -	$ 46,508	$ -	$ 5,000	$ -	$ -	$ 189,850	$ -	$ -	$ -	$ -
042	ANCILLIARY SUPPRT SVC	$ -	$ -	$ 12,392	$ 40,000	$ 9,224	$ -	$ 69,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
043	ACADEMIC ADMIN	$ -	$ 718,997	$ 264,022	$ -	$ 352,941	$ -	$ 35,700	$ -	$ 13,600	$ 7,000	$ -	$ -	$ -	$ -
045	COURSE/CURR DEV	$ -	$ -	$ -	$ -	$ -	$ -	$ 60,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
051	LIBRARY SERVICES	$ 150,938	$ 82,104	$ 94,583	$ 11,633	$ 129,594	$ -	$ 77,400	$ -	$ 1,600	$ 33,000	$ -	$ -	$ -	$ -
052	ART PRESERVATION	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
061	STUDENT SVCS	$ 66,484	$ 168,300	$ 49,566	$ 10,000	$ 112,354	$ -	$ 176,167	$ -	$ 6,800	$ 7,500	$ -	$ -	$ -	$ -
062	SOCIAL & CULTURAL DEV	$ -	$ 86,961	$ -	$ -	$ 27,876	$ -	$ 8,000	$ -	$ 5,600	$ -	$ -	$ -	$ -	$ -
063	COUNSLNG & CAREER	$ 228,203	$ 156,486	$ 108,550	$ -	$ 170,610	$ -	$ 87,400	$ -	$ 3,050	$ -	$ -	$ -	$ -	$ 7,880
064	FINANCIAL AID ADMIN	$ -	$ 135,823	$ 160,251	$ -	$ 123,521	$ -	$ 9,600	$ -	$ 2,800	$ -	$ -	$ -	$ -	$ -
065	STUDENT ADMISSIONS	$ -	$ 227,271	$ 415,731	$ -	$ 279,779	$ -	$ 53,200	$ -	$ 6,480	$ -	$ -	$ -	$ -	$ -
081	INSTITUTIONAL MGMT	$ -	$ 596,910	$ -	$ 238,633	$ 234,487	$ -	$ 108,000	$ -	$ 22,400	$ -	$ -	$ -	$ -	$ -
082	FISCAL OPERATIONS	$ -	$ 218,000	$ 296,188	$ -	$ 208,621	$ -	$ 124,300	$ -	$ 1,200	$ -	$ -	$ -	$ -	$ -
083	HR & GEN SUPPRT SVCS	$ -	$ 358,851	$ 361,033	$1,034,419	$ 387,122	$ -	$ 369,500	$ -	$ 18,000	$ 10,000	$ -	$ -	$ -	$ -
085	MARKETING & FOUNDTN	$ -	$ 168,215	$ 155,952	$ -	$ 116,866	$ -	$ 254,000	$ -	$ 4,320	$ 3,000	$ -	$ -	$ -	$ -
086	ADMINISTRATIVE IT	$ -	$ 402,054	$ 260,324	$ -	$ 229,890	$ -	$ 469,075	$ -	$ 6,500	$ 35,000	$ -	$ -	$ -	$ -
091	UTILITIES/FIXED COSTS	$ -	$ -	$ -	$ -	$ -	$ -	$1,005,000	$ -	$ -	$ -	$ -	$ -	$ 150,000	$ -
092	BLDG/EQUIP MAINT	$ -	$ 82,584	$ 274,659	$ -	$ 135,582	$ -	$ 258,000	$ -	$ 400	$ 5,000	$ -	$ -	$ -	$ -
093	CUSTODIAL SVCS	$ -	$ 59,886	$ 643,044	$ 60,000	$ 345,165	$ -	$ 127,000	$ -	$ 400	$ 8,000	$ -	$ -	$ -	$ -
094	PHYS PLANT ADMIN	$ -	$ -	$ -	$ -	$ -	$ -	$ 22,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
095	LNDSCP & GRNDS MAINT	$ -	$ -	$ 92,907	$ 15,000	$ 41,984	$ -	$ 38,000	$ -	$ 200	$ 1,500	$ -	$ -	$ -	$ -
097	SECURITY & SAFETY	$ -	$ 70,214	$ 202,180	$ -	$ 119,357	$ -	$ 50,600	$ -	$ 2,400	$ -	$ -	$ -	$ -	$ (292,226)
098	LOGISTICAL SVCS	$ -	$ -	$ -	$ -	$ -	$ -	$ 25,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -
		$9,021,498	$3,935,086	$3,671,832	$1,509,383	$6,061,774	$ -	$6,017,524	$ 65,000	$ 157,090	$ 305,200	$ 2,000	$ -	$ 150,000	$ (284,346)
												SUB TOTAL: $			30,612,041
ENTERPRISE SERVICES															
252	SECURITY	$ -	$ -	$ -	$ -	$ -	$ -	$ 6,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
261	BOOKSTORE	$ -	$ 62,032	$ 118,486	$ 5,000	$ 80,108	$ -	$ 38,000	$ 500,000	$ 3,500	$ -	$ -	$ -	$ -	$ -
262	CULINARY ARTS	$ -	$ 189,773	$ 307,798	$ 131,926	$ 303,570	$ -	$ 85,500	$ 250,000	$ -	$ -	$ -	$ -	$ -	$ -
264	STUDENT GOVERNMENT	$ -	$ 106,897	$ -	$ 200,400	$ 60,396	$ -	$ 139,650	$ -	$ 61,000	$ -	$ -	$ -	$ -	$ -
		$ -	$ 358,702	$ 426,284	$ 337,326	$ 444,075	$ -	$ 269,150	$ 750,000	$ 64,500	$ -	$ -	$ -	$ -	$ -
												SUB TOTAL: $			2,650,037
GRANTS AND CONTRACTS															
111	INSTRUCTION	$ 257,149	$ 146,199	$ 126,066	$ 19,000	$ 176,309	$ -	$ 16,060	$ -	$ 5,150	$ 1,000	$ -	$ 145,283	$ -	$ 11,602
112	VOC/TECH INSTRUCTION	$ 144,538	$ 181,302	$ -	$ -	$ 109,418	$ -	$ 47,650	$ -	$ 5,240	$ -	$ -	$ -	$ -	$ 45,633
118	ADULT BASIC ED	$ 120,277	$ -	$ 67,017	$ -	$ 69,350	$ -	$ 70,000	$ -	$ 3,000	$ -	$ -	$ -	$ -	$ (2,244)
143	ACADEMIC ADMIN	$ -	$ -	$ 46,269	$ -	$ 20,275	$ -	$ 2,000	$ -	$ 750	$ -	$ -	$ -	$ -	$ 2,313
164	FINANCIAL AID ADMIN	$ -	$ -	$ -	$ -	$ -	$ -	$ 9,800	$ -	$ 5,000	$ -	$ -	$ -	$ -	$ 6,978
171	CORRECTIONAL ED	$ -	$ 57,120	$ -	$ -	$ 21,644	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,570
		$ 521,964	$ 384,621	$ 239,352	$ 19,000	$ 396,995	$ -	$ 145,510	$ -	$ 19,140	$ 1,000	$ -	$ 145,283	$ -	$ 68,852
												SUB TOTAL: $			1,941,717
												GRAND TOTAL: $			35,203,795

RENTON TECHNICAL COLLEGE FY19 PROGRAM BUDGET CHART

RENTON TECHNICAL COLLEGE FY19 PROGRAM BUDGET

Legend:
- (AE, AH) FACULTY SALARIES
- (AA, AB, AC) EXEMPT SALARIES
- (AQ) CLASSIFIED SALARIES
- (AD, AM, AP, AS, AU, AZ) OTHER SALARIES
- (B) BENEFITS
- (C) PERSONAL SERVICE CONTRACTS
- (E) GOODS & SERVICES
- (F) COST OF GOODS SOLD
- (G) TRAVEL
- (J) EQUIPMENT
- (K) SOFTWARE
- (N) CLIENT SERVICES
- (P) DEBT SERVICE
- (T) FUND TRANSFERS

Pie chart values: 27%, 13%, 12%, 5%, 19%, 0%, 18%, 2%, 1%, 1%, 0%, 0%, 1%, -1%
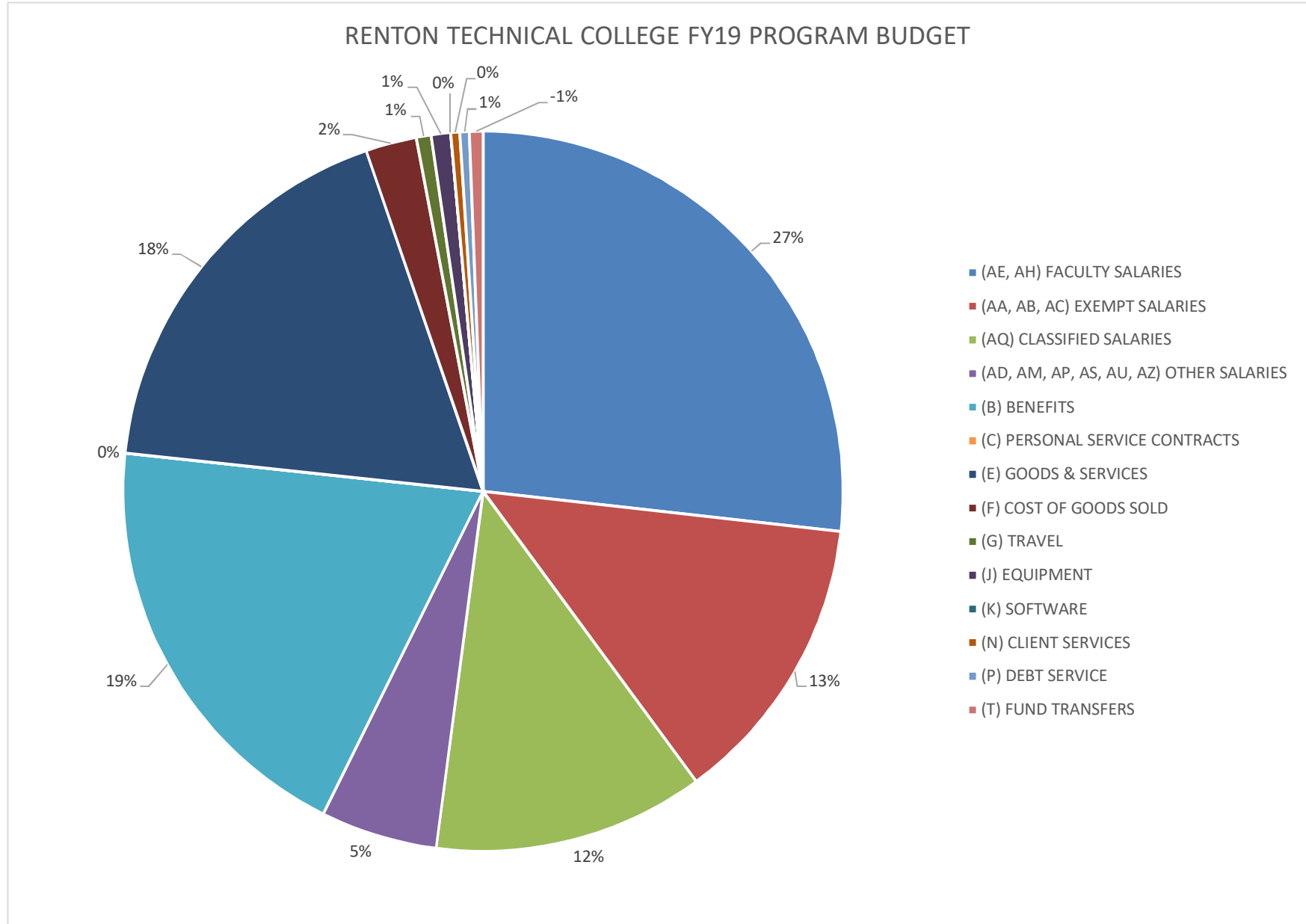
RENTON TECHNICAL COLLEGE FY19 PROGRAM BUDGET SUMMARY

PRG CODE	PROGRAM GROUP	ACTUAL		ACTUAL		ACTUAL		ACTUAL		PROPOSED	
		2014-15	PERCENT	2015-16	PERCENT	2016-17	PERCENT	2017-18	PERCENT	2018-19	PERCENT
01X	INSTRUCTION	$ 15,538,177	48%	$ 16,503,804	48%	$ 16,201,252	49%	$ 16,887,453	48%	$ 16,697,681.59	47%
04X	ACADEMIC SUPPORT SERVICES	$ 2,303,703	7%	$ 2,725,544	8%	$ 2,501,486	8%	$ 2,470,296	7%	$ 2,025,673.07	6%
05X	LIBRARIES									$ 585,854	2%
06X	STUDENT SERVICES	$ 2,858,402	9%	$ 3,089,686	9%	$ 3,194,782	10%	$ 3,390,598	10%	$ 3,007,355	9%
08X	INSTITUTIONAL SUPPORT	$ 5,269,582	16%	$ 5,320,433	16%	$ 5,216,587	16%	$ 5,927,218	17%	$ 6,692,860	19%
09X	PLANT OPERATIONS & MAINTENANC	$ 3,797,466	12%	$ 3,255,501	9%	$ 3,113,454	9%	$ 3,274,981	9%	$ 3,544,335	10%
2XX	ENTERPRISE	$ 2,919,223	9%	$ 3,385,612	10%	$ 2,911,995	9%	$ 2,969,989	9%	$ 2,650,037	8%
		$ 32,686,553		$ 34,280,580		$ 33,139,556		$ 34,920,535		$ 35,203,795	

RENTON TECHNICAL COLLEGE FY19 PROGRAM BUDGET SUMMARY CHART

RENTON TECHNICAL COLLEGE FY19 PROGRAM BUDGET SUMMARY CHART

- INSTRUCTION
- ACADEMIC SUPPORT SERVICES
- LIBRARIES
- STUDENT SERVICES
- INSTITUTIONAL SUPPORT
- PLANT OPERATIONS & MAINTENANCE
- ENTERPRISE
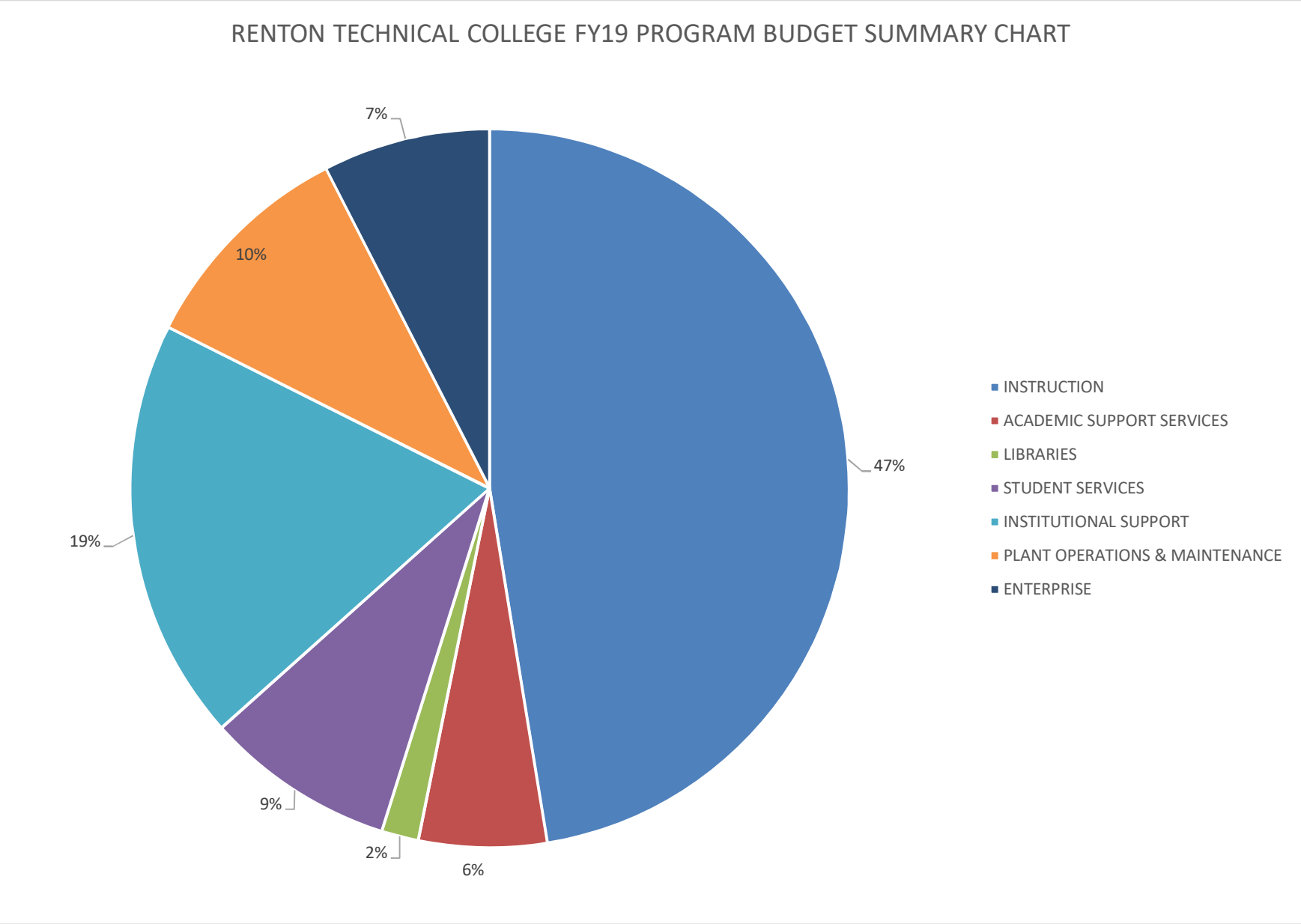
RENTON TECHNICAL COLLEGE FY19 PROGRAM BUDGET

PRG-ORG CODE PROGRAM TITLE	SALARY FACULTY	EMPLOY BEN	PERSONAL SERV CONT C	GOOD & SERVICES E	COST OF GOODS F	TRAVEL G	EQUIP J	SOFTWARE K	CLIENT SVCS N	DEBT SVC P	FND TRANS T
INSTRUCTION											
011-AB2A MEDICAL OFFICE-WR	$ 59,600	$ 22,082	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
011-AB2D ACCOUNTING-WR	$ 82,757	$ 26,486	$ -	$ 1,050	$ -	$ -	$ -	$ -	$ -	$ -	$ -
011-AB3L MEDICAL ASST-WR	$ 76,649	$ 25,474	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
011-AF2A ACCOUNTING	$ 84,596	$ 26,818	$ -	$ 2,700	$ -	$ -	$ -	$ 2,000	$ -	$ -	$ -
011-AF2B ADMIN OFFICE MGMT	$ 76,627	$ 25,381	$ -	$ 2,900	$ -	$ 400	$ -	$ -	$ -	$ -	$ -
011-AF2K LEGAL SEC/LEGAL ASST	$ 69,883	$ 24,165	$ -	$ 2,750	$ -	$ -	$ -	$ -	$ -	$ -	$ -
011-AF2L LEGAL ASST EVENING	$ 13,852	$ 2,786	$ -	$ 1,850	$ -	$ -	$ -	$ -	$ -	$ -	$ -
011-AF2M MEDICAL OFFICE PROG	$ 159,385	$ 51,867	$ -	$ 7,900	$ -	$ -	$ -	$ -	$ -	$ -	$ -
011-AG5A EARLY CHILDHOOD CARE	$ 72,811	$ 24,461	$ -	$ 3,250	$ -	$ -	$ -	$ -	$ -	$ -	$ -
011-AG5F EARLY CHILD EVENING	$ 52,312	$ 20,795	$ -	$ 450	$ -	$ -	$ -	$ -	$ -	$ -	$ -
011-AH3A DENTAL ASSISTANT	$ 176,704	$ 63,713	$ -	$ 67,400	$ -	$ -	$ -	$ -	$ -	$ -	$ -
011-AH3F PHARMACY TECH.	$ 85,434	$ 27,185	$ -	$ 10,850	$ -	$ -	$ -	$ -	$ -	$ -	$ -
011-AH3G SURGICAL TECH.	$ 155,014	$ 51,345	$ -	$ 17,200	$ -	$ -	$ -	$ -	$ -	$ -	$ -
011-AH3H MEDICAL ASST.-PREP	$ 198,923	$ 60,149	$ -	$ 17,100	$ -	$ -	$ -	$ -	$ -	$ -	$ -
011-AH3M ANESTHESIA TECH-PREP	$ 73,562	$ 24,828	$ -	$ 14,350	$ -	$ -	$ -	$ -	$ -	$ -	$ -
011-AH3P REGISTERED NURSE	$ 579,906	$ 176,538	$ -	$ 36,600	$ -	$ -	$ -	$ -	$ -	$ -	$ -
011-AH3Q OPTHALMIC ASST.	$ 73,562	$ 24,828	$ -	$ 4,950	$ -	$ -	$ -	$ -	$ -	$ -	$ -
011-AH3R MASSAGE THERAPY-PREP	$ 63,245	$ 22,766	$ -	$ 6,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
011-CL8B GEN ED - MATH	$ 261,580	$ 75,096	$ -	$ 7,100	$ -	$ 2,400	$ 350	$ -	$ -	$ -	$ -
011-CL8E GEN ED - COMMUNICATN	$ 308,723	$ 81,946	$ -	$ 3,550	$ -	$ -	$ -	$ -	$ -	$ -	$ -
011-CL8F GEN ED - SOC SCIENCE	$ 195,587	$ 57,293	$ -	$ 1,200	$ -	$ 240	$ -	$ -	$ -	$ -	$ -
011-CL8H GEN ED - NAT SCIENCE	$ 319,460	$ 118,473	$ -	$ 15,750	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-1M7A AEROSPACE 1000 FTE	$ 66,434	$ 23,331	$ -	$ 9,532	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AB6A COMP SCIENCE-WKFC	$ 61,302	$ 22,607	$ -	$ 2,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AB6C WKFC NETWORKING TECH	$ 85,823	$ 27,024	$ -	$ 5,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AB7A BLDG ENGINEERING	$ 93,851	$ 36,717	$ -	$ 31,400	$ -	$ -	$ 440	$ -	$ -	$ -	$ -
012-AC7E PROFESSIONAL BAKING	$ 75,458	$ 24,828	$ -	$ 10,000	$ 10,000	$ -	$ -	$ -	$ -	$ -	$ -
012-AC7H CULINARY ARTS	$ 157,228	$ 50,884	$ -	$ 41,000	$ 55,000	$ -	$ -	$ -	$ -	$ -	$ -
012-AC7J REGIONAL JUSTICE CTR	$ 80,805	$ 25,824	$ -	$ 3,600	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AH3C CENTRAL SVC TECH	$ 53,900	$ 8,085	$ -	$ 2,200	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AH3J CERT NURSING ASST	$ 91,864	$ 13,780	$ -	$ 5,000	$ -	$ 160	$ -	$ -	$ -	$ -	$ -
012-AH3K PHLEBOTOMY	$ 118,611	$ 33,887	$ -	$ 6,450	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AH3T VET TECHNICIAN	$ 17,360	$ 3,210	$ -	$ 1,700	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AJ6A SURVEYING ENGNEERING	$ 72,811	$ 24,461	$ -	$ 10,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AJ6B COMPUTER SCIENCE	$ 229,115	$ 87,344	$ -	$ 9,100	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AJ6C ENGINEERING DSGN TCH	$ 137,929	$ 47,998	$ -	$ 8,600	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AJ6F COMPUTER NETWORK	$ 130,145	$ 46,394	$ -	$ 8,150	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AJ6H APPLICATIONS DEV-BAS	$ 144,462	$ 49,859	$ -	$ 12,550	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AJ6J COMP NETWK ARCH-BAS	$ 154,434	$ 63,179	$ -	$ 5,450	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AJ7P BAND INSTR REPAIR	$ 76,429	$ 25,413	$ -	$ 22,800	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AK7A ASSET-FORD	$ 152,028	$ 50,540	$ -	$ 18,900	$ -	$ 960	$ -	$ -	$ -	$ -	$ -
012-AK7B AUTO BODY REPAIR	$ 65,901	$ 23,237	$ -	$ 31,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AK7C AUTOMOTIVE TECHNLGY	$ 340,212	$ 108,199	$ -	$ 34,100	$ -	$ 4,320	$ -	$ -	$ -	$ -	$ -

Account											
012-AK7F CONST TRADES PREP	$ 82,841	$ 26,656	$ -	$ 6,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AK7K MACHINE TECH/CNC	$ 140,525	$ 38,447	$ -	$ 46,200	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AK7M MJR APPL/REFRDGE TEC	$ 72,336	$ 24,607	$ -	$ 24,950	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AK7R MECHATRONICS	$ 111,276	$ 39,360	$ -	$ 15,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AK7S WELDING	$ 175,590	$ 55,106	$ -	$ 136,550	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AM01 CONSTR CTR OF EXCLNC	$ 117,886	$ 55,982	$ -	$ 15,500	$ -	$ 12,000	$ -	$ -	$ -	$ -	$ -
012-AM61 AEROSPACE PROGRAMS	$ 68,658	$ 23,944	$ -	$ 12,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AM7B CONSTRUCTION MGMT	$ 77,434	$ 25,543	$ -	$ 20,050	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AN01 WORKFORCE DEVELPMENT	$ 27,423	$ 10,621	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-AX00 INSTRUCTIONAL SUBS	$ 115,000	$ 9,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-BG4A SUPP-EDUC&HUMAN SVCS	$ 9,900	$ 1,485	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-BH7T SUPP-T&I FIRST AID	$ 38,000	$ 5,700	$ -	$ 9,150	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-BH7V APPRENTICESHIP	$ 15,000	$ 1,800	$ -	$ 1,589,200	$ -	$ 400	$ 5,000	$ -	$ -	$ -	$ -
012-BJ6F SUPP-TECHNICAL	$ 25,200	$ 3,780	$ -	$ 6,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -
012-BM7Z SUPP-T&I-JACKSON	$ 159,150	$ 23,873	$ -	$ 4,300	$ -	$ -	$ -	$ -	$ -	$ -	$ -
014-EB90 E-LEARN COURSE FEES	$ 24,300	$ 3,645	$ -	$ 21,500	$ -	$ 1,500	$ -	$ -	$ -	$ -	$ -
014-EH30 STU FUNDED HEALTH	$ 4,860	$ 486	$ -	$ 500	$ -	$ -	$ -	$ -	$ -	$ -	$ -
014-EJ60 STU FUNDED TECHNICAL	$ 4,860	$ 729	$ -	$ 1,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -
014-EM80 STU FUND T&I JACKSON	$ 10,000	$ 1,000	$ -	$ 9,250	$ -	$ -	$ -	$ -	$ -	$ -	$ -
016-CD01 TUTORING SUPPORT	$ 99,698	$ 22,089	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
018-AG5E IBEST ENROLLMENTS	$ 293,050	$ 81,087	$ -	$ 5,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -
018-CL8A ADULT ED-BASIC STUDY	$ 1,567,501	$ 588,059	$ -	$ 147,000	$ -	$ 4,800	$ -	$ -	$ -	$ -	$ -
018-CL8C BEDA MASTER GRANT	$ 286,418	$ 98,599	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
018-CL8G BEDA-IEL/CIVICS	$ 55,437	$ 17,420	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	$ 9,228,618	$ 2,990,294	$ -	$ 2,580,082	$ 65,000	$ 61,340	$ 5,350	$ 2,000	$ -	$ -	$ -

		SUB TOTAL:	$ 14,932,683

ACADEMIC SUPPORT SERVICES

Account											
041-CB04 COMPUTER LAB	$ -	$ -	$ -	$ 5,000	$ -	$ -	$ 170,000	$ -	$ -	$ -	$ -
041-MB01 INSTR. COMPUTING	$ 129,833	$ 46,508	$ -	$ -	$ -	$ -	$ 19,850	$ -	$ -	$ -	$ -
042-CH3A ANC.SUPP-DENTAL ASST	$ 52,392	$ 9,224	$ -	$ 10,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
042-CH3C ANC.SUPP-MASSAGE	$ -	$ -	$ -	$ 3,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
042-CJ7P ANC.SUP-BAND INST RP	$ -	$ -	$ -	$ 1,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
042-CK7B ANC.SUPP-AUTOBODY	$ -	$ -	$ -	$ 2,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
042-CK7D ANC.SUPP-AUTOMOTIVE	$ -	$ -	$ -	$ 40,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
042-CK7F ANC.SUPP-CONSTR TRDS	$ -	$ -	$ -	$ 500	$ -	$ -	$ -	$ -	$ -	$ -	$ -
042-CK7K ANC.SUPP-MACHINE SHP	$ -	$ -	$ -	$ 500	$ -	$ -	$ -	$ -	$ -	$ -	$ -
042-CK7M ANC.SUPP-MJR.APP.REP	$ -	$ -	$ -	$ 2,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
042-CK7S ANC.SUPP-WELDING	$ -	$ -	$ -	$ 10,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
043-MB90 INNOVATIVE TEACHING	$ 72,685	$ 24,391	$ -	$ 13,000	$ -	$ 4,000	$ -	$ -	$ -	$ -	$ -
043-NA01 INSTRUCTIONAL ADMIN	$ 910,334	$ 328,550	$ -	$ 22,700	$ -	$ 9,600	$ 7,000	$ -	$ -	$ -	$ -
045-1B0A STU.ACHIEVE.INIT-VAR	$ -	$ -	$ -	$ 60,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	$ 1,165,244	$ 408,672	$ -	$ 169,700	$ -	$ 13,600	$ 196,850	$ -	$ -	$ -	$ -

		SUB TOTAL:	$ 1,954,066

LIBRARIES

Account											
051-MB00 LIBRARY	$ 339,259	$ 129,594	$ -	$ 77,400	$ -	$ 1,600	$ 33,000	$ -	$ -	$ -	$ -
052-1X0X ART & ART PRESERV.	$ -	$ -	$ -	$ 5,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	$ 339,259	$ 129,594	$ -	$ 82,400	$ -	$ 1,600	$ 33,000	$ -	$ -	$ -	$ -

		SUB TOTAL:	$ 585,854

STUDENT SERVICES

Account											
061-0DGP GUIDED PATHWAYS-CA1	$ -	$ -	$ -	$ 31,815	$ -	$ -	$ -	$ -	$ -	$ -	$ -

Account	Description												
061-1D03	COMMENCEMENT	-	-	-	29,000	-	-	-	-	-	-	-	-
061-1D04	DISABILITY RESRC SVC	73,240	24,470	-	27,500	-	1,000	7,500	-	-	-	-	-
061-1D08	MEDICAL INSUR-INTRNL	-	-	-	12,000	-	-	-	-	-	-	-	-
061-1D10	MED.MALPRAC-STDNT	-	-	-	10,000	-	-	-	-	-	-	-	-
061-1D11	CLIN.GEN.LIAB.-STDNT	-	-	-	7,500	-	-	-	-	-	-	-	-
061-1D13	VETERANS SERVICES	57,120	22,318	-	5,200	-	600	-	-	-	-	-	-
061-MB03	WORKFORCE ADMINISTR	163,990	65,566	-	53,152	-	5,200	-	-	-	-	-	-
062-MD03	STUDENT EQUITY	86,961	27,876	-	8,000	-	5,600	-	-	-	-	-	-
063-1D05	COMPASS/ASSET TEST	-	-	-	3,000	-	250	-	-	-	-	-	-
063-1D07	GED TEST	3,834	2,451	-	12,000	-	-	-	-	-	-	-	7,880
063-1H02	CLINICAL PLCMT FEE	62,652	23,359	-	15,400	-	-	-	-	-	-	-	-
063-1H30	DOSIMETER BADGE FEE	-	-	-	3,300	-	-	-	-	-	-	-	-
063-1H31	DANB1-INFECTION CTRL	-	-	-	11,000	-	-	-	-	-	-	-	-
063-1H32	DANB2-RADIOLOGY	-	-	-	11,000	-	-	-	-	-	-	-	-
063-1H33	DANB3-CLINICAL ASST.	-	-	-	11,000	-	-	-	-	-	-	-	-
063-MD02	COUNSELING	318,203	102,411	-	16,500	-	2,400	-	-	-	-	-	-
063-MD05	TESTING CENTER	108,550	42,388	-	4,200	-	400	-	-	-	-	-	-
064-MD01	FINANCIAL AID	296,074	123,521	-	9,600	-	2,800	-	-	-	-	-	-
065-MC03	ENROLLMENT SERVICES	457,448	200,781	-	20,600	-	4,800	-	-	-	-	-	-
065-MD06	OUTREACH & ENTRY SVC	185,554	78,999	-	32,600	-	1,680	-	-	-	-	-	-
		1,813,626	**714,140**	**-**	**334,367**	**-**	**24,730**	**7,500**	**-**	**-**	**-**	**-**	**7,880**

SUB TOTAL: $ 2,902,243

INSTITUTIONAL SUPPORT

Account	Description												
081-MA00	GEN ADMIN & SUPPORT	811,994	232,132	-	94,000	-	16,000	-	-	-	-	-	-
081-MA01	BOARD OF TRUSTEES	23,550	2,355	-	14,000	-	6,400	-	-	-	-	-	-
082-1C03	COMMUTER SERVICES	-	-	-	2,000	-	-	-	-	-	-	-	-
082-1X02	BANK CHARGES	-	-	-	60,000	-	-	-	-	-	-	-	-
082-NC00	BUSINESS OFFICE	514,188	208,621	-	62,300	-	1,200	-	-	-	-	-	-
083-LC02	UNEMPLOYMENT COSTS	-	100,000	-	-	-	-	-	-	-	-	-	-
083-LD08	COMMUNICATIONS	-	-	-	150,000	-	-	-	-	-	-	-	-
083-LK01	MOTOR POOL	67,604	35,854	-	45,000	-	-	-	-	-	-	-	-
083-NC01	COPY CTR/MAILROOM	34,003	17,965	-	55,000	-	-	-	-	-	-	-	-
083-NC02	PURCHASING	61,958	23,229	-	10,850	-	400	-	-	-	-	-	-
083-NE00	HUMAN RESOURCE DEVLP	1,345,667	121,668	-	83,000	-	6,000	10,000	-	-	-	-	-
083-NE01	INST PLAN & EFFECT	245,071	88,406	-	25,650	-	11,600	-	-	-	-	-	-
083-NE02	CORPORATE OUTREACH	-	-	-	-	-	-	-	-	-	-	-	-
084-LC03	#N/A	-	-	-	-	-	-	-	-	-	-	-	-
085-MD00	COMM./MARKETING	190,636	69,640	-	238,000	-	4,320	3,000	-	-	-	-	-
085-NA03	FOUNDATION	88,261	27,140	-	16,000	-	-	-	-	-	-	-	-
085-NA04	FOUNDATION SUPPORT	45,270	20,086	-	-	-	-	-	-	-	-	-	-
086-NC04	INFORMATION TECH	662,378	229,890	-	469,075	-	6,500	35,000	-	-	-	-	-
		4,090,579	**1,176,986**	**-**	**1,324,875**	**-**	**52,420**	**48,000**	**-**	**-**	**-**	**-**	**-**

SUB TOTAL: $ 6,692,860

PLANT OPERATIONS & MAINTENANC

Account	Description												
091-LD03	SOLID WASTE DISPOSAL	-	-	-	-	-	-	-	-	-	-	-	-
091-LD07	UTILITIES	-	-	-	1,005,000	-	-	-	-	-	-	150,000	-
092-LD00	PLANT MAINTENANCE	357,243	135,582	-	258,000	-	400	5,000	-	-	-	-	-
093-LD01	CUSTODIAL SERVICES	762,929	345,165	-	127,000	-	400	8,000	-	-	-	-	-
094-LC01	INSURANCE	-	-	-	22,000	-	-	-	-	-	-	-	-
095-LD05	GROUNDS SERVICES	107,907	41,984	-	38,000	-	200	1,500	-	-	-	-	-
097-LD06	CAMPUS SECURITY	272,394	119,357	-	50,600	-	2,400	-	-	-	-	-	(292,226)

Code	Description											
098-LC03	WHSE/REC/FREIGHT	$ -	$ -	$ -	$ 25,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -
098-LD09	FAC RENTALS/LEASING	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
		$ 1,500,473	$ 642,088	$ -	$ 1,526,100	$ -	$ 3,400	$ 14,500	$ -	$ -	$ 150,000	$ (292,226)
										SUB TOTAL:	$	3,544,335
ENTERPRISE SERVICES												
252-1D0D	SECURITY FEES	$ -	$ -	$ -	$ 6,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
261-1C00	BOOKSTORE	$ 185,518	$ 80,108	$ -	$ 38,000	$ 500,000	$ 3,500	$ -	$ -	$ -	$ -	$ -
262-1C00	FOOD SERVICES	$ 629,497	$ 303,570	$ -	$ 85,500	$ 250,000	$ -	$ -	$ -	$ -	$ -	$ -
264-SG01	STDNT PRGMS & ENGMNT	$ -	$ -	$ -	$ 30,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
264-SG02	ASSOC.STUDENT GOVNMT	$ 70,000	$ 6,082	$ -	$ 11,900	$ -	$ 7,500	$ -	$ -	$ -	$ -	$ -
264-SG03	MULTICULTURAL PRGMNG	$ 62,700	$ 13,203	$ -	$ 28,500	$ -	$ 8,500	$ -	$ -	$ -	$ -	$ -
264-SG04	TXTBK ACCS ORG FUND	$ -	$ -	$ -	$ 18,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
264-SG05	STUDENT ORG.RESOURCE	$ 49,197	$ 20,826	$ -	$ 35,750	$ -	$ 30,000	$ -	$ -	$ -	$ -	$ -
264-SG07	LRNING RESRCE&CAREER	$ 111,000	$ 19,710	$ -	$ 10,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -
264-SG08	ASG RESERVED	$ -	$ -	$ -	$ 5,000	$ -	$ 15,000	$ -	$ -	$ -	$ -	$ -
		$ 1,122,312	$ 444,075	$ -	$ 269,150	$ 750,000	$ 64,500	$ -	$ -	$ -	$ -	$ -
										SUB TOTAL:	$	2,650,037
GRANTS & CONTRACTS												
111-1D03	RUNNING START	$ 142,266	$ 47,754	$ -	$ 9,500	$ -	$ 2,000	$ 1,000	$ -	$ -	$ -	$ -
111-1JGF	NSF-ATE-2016-19	$ 25,782	$ 6,446	$ -	$ 5,910	$ -	$ 1,725	$ -	$ -	$ -	$ -	$ 11,602
111-1KG3	#N/A	$ 74,870	$ 24,777	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
111-1KG5	#N/A	$ 62,909	$ 23,408	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
111-1KG9	WF FIN.AID AWARDS	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 95,283	$ -	$ -
111-1RG8	BFET 1718-10-1-17	$ -	$ -	$ -	$ 650	$ -	$ 1,425	$ -	$ -	$ 50,000	$ -	$ -
111-1X0X	OPENING ENTRY	$ 126,066	$ 45,960	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
111-XXXX	#N/A	$ 116,521	$ 27,965	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
112-1MGF	WISE-TAACCCT GRANT	$ 12,913	$ 7,211	$ -	$ 200	$ -	$ 100	$ -	$ -	$ -	$ -	$ 1,493
112-1MGF	AMER APPR INITIATIVE	$ 56,071	$ 22,120	$ -	$ 9,500	$ -	$ 2,100	$ -	$ -	$ -	$ -	$ 4,486
112-1MGT	MECHWA HIRE TECH	$ 64,378	$ 22,925	$ -	$ 11,500	$ -	$ 3,040	$ -	$ -	$ -	$ -	$ 25,751
112-1MGL	RAISE WA GRANT	$ 47,940	$ 20,589	$ -	$ 6,500	$ -	$ -	$ -	$ -	$ -	$ -	$ 13,903
112-1RGA	BFET CONTRACTED MTCH	$ 70,678	$ 24,037	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
112-DH30	CONT FUNDED HEALTH	$ 4,860	$ 486	$ -	$ 1,350	$ -	$ -	$ -	$ -	$ -	$ -	$ -
112-DJ60	CONT.FUNDED TECHNICL	$ 17,000	$ 4,250	$ -	$ 2,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -
112-DM70	CONT FUND T&I-JACKSN	$ 52,000	$ 7,800	$ -	$ 16,100	$ -	$ -	$ -	$ -	$ -	$ -	$ -
118-1CG7	ONE-STOP ABE	$ 64,839	$ 23,047	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
118-DL81	CONT FUNDED LEP PATH	$ 100,017	$ 40,694	$ -	$ 63,000	$ -	$ 3,000	$ -	$ -	$ -	$ -	$ -
118-DL82	KC NOVOTNY	$ 22,438	$ 5,610	$ -	$ 7,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
118-DL83	KC-UNITED WAY	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ (2,244)
143-1WGF	WF INTERNAL CONTROLS	$ 46,269	$ 20,275	$ -	$ 2,000	$ -	$ 750	$ -	$ -	$ -	$ -	$ 2,313
164-1KG3	WF FIN AID OPERATING	$ -	$ -	$ -	$ 1,500	$ -	$ 1,500	$ -	$ -	$ -	$ -	$ 3,833
164-1KG4	WF DESIGN & DEV.	$ -	$ -	$ -	$ 6,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
164-1KG5	WF BASIC SKILLS COUN	$ -	$ -	$ -	$ 2,300	$ -	$ 3,500	$ -	$ -	$ -	$ -	$ 3,145
171-1D00	CORRECTIONAL ED	$ 57,120	$ 21,644	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,570
		$ 1,164,937	$ 396,995	$ -	$ 145,510	$ -	$ 19,140	$ 1,000	$ -	$ 145,283	$ -	$ 68,852
										SUB TOTAL:	$	1,941,717
		$ 20,425,049	$ 6,902,844	$ -	$ 6,432,184	$ 815,000	$ 240,730	$ 306,200	$ 2,000	$ 145,283	$ 150,000	$ (215,494)

	GRAND TOTAL:	$	35,203,795

RENTON TECHNICAL COLLEGE
POLICY & PROCEDURE

CHAPTER	SECTION	TITLE	HISTORY	
			Adopted:	Revised: 6/18
3	8	**Tuition/Fee Schedule and Refund Policy**		

POLICY:

FEE SCHEDULE FOR FY 2018-2019

WA Resident

	Summer 2018	Fall, Winter, Spring 2018-2019
Credits 1-10	$83.19 per credit	$85.02 per credit
Credits 11-18	$41.85 per credit	$42.77 per credit
Credits 19+	$94.36 per credit	$96.53 per credit
Building Fee, 1-10 credits	$11.17 per credit	$11.51 per credit
Building Fee, 11-18 credits	$3.94 per credit	$4.06 per credit
S&A Fee – Tier I, 1-10 credits	$10.81 per credit	$11.06 per credit
S&A Fee – Tier II, 11-18 credits	$6.29 per credit	$6.43 per credit

I-20 Students

	Summer 2018	Fall, Winter, Spring 2018-2019
Credits 1-10	$246.47 per credit	$248.30 per credit
Credits 11-18	$48.33 per credit	$49.25 per credit
Credits 19+	$271.36 per credit	$273.95 per credit
Building Fee, 1-10 credits	$24.89 per credit	$25.65 per credit
Building Fee, 11-18 credits	$4.66 per credit	$4.80 per credit
S&A Fee – Tier I, 1-10 credits	$10.81 per credit	$22.06 per credit
S&A Fee – Tier II, 11-18 credits	$6.29 per credit	$6.43 per credit

Non-WA Resident

	Summer 2018	Fall, Winter, Spring 2018-2019
Credits 1-10	$83.19 per credit	$85.02 per credit
Credits 11-18	$41.85 per credit	$42.77 per credit
Credits 19+	$94.36 per credit	$96.53 per credit
Building Fee, 1-10 credits	$24.89 per credit	$25.65 per credit
Building Fee, 11-18 credits	$4.66 per credit	$4.80 per credit
S&A Fee – Tier I, 1-10 credits	$10.81 per credit	$22.06 per credit
S&A Fee – Tier II, 11-18 credits	$6.29 per credit	$6.43 per credit

(Culinary Arts students will be charged $17.28 per credit to cover the cost of student meals.)

General 2018-2019 Fees

Application Fee	$30.00	
International Application Fee	$50.00	
Late Registration Fee	$75.00	
Payment Plan Fee	$25.00	
Comprehensive Fee	$13.00	per credit
Security Fee	$3.00	per credit

Technology Fee	$1.00	per credit
Clinical Placement Fee		
1-4 credit course	$75.00-$85.00	per clinical course (depending on the program)
5+ credit course	$100.00-$110.00	per clinical course (depending on the program)
Hybrid Online Fee	$4.00	per course
Online Fee	$40.00	per course
Duplicate First Aid Card	$10.00	
Regular Parking Violation	$15.00	
Fire Lane Parking Violation	$25.00	
Handicap Parking Violation	$75.00	

Additional Fees

Additional fees may be charged for a specific class and are listed at the end of the course descriptions. Students participating in externships or internships may be required to pay $10.72 per year for medical malpractice insurance and $3.34 per quarter for general liability insurance.

Refund Policy

Tuition will be refunded as follows:

Before the start date and within 4 days of the quarter start date:	100%
Within 5-19 days of the start of the quarter:	50%*
From calendar day 20 on:	No refund

*Once an online class begins the $40 Online Fee is non-refundable.

If the duration of a class is other than ten weeks, the refund is calculated based on the equivalent percentage of time.

The general refund policy applied to all students in state-support programs. It is the student's responsibility to complete a change of schedule form and submit it to the Enrollment Services office. Refunds are calculated based on the date the form is received.

- Refunds will not be granted for students withdrawn for disciplinary reasons.
- Students called for military active duty will be granted a refund of tuition and fees paid for the current payment period, subject to the rules and regulations of their respective funding sources. Presentation of written confirmation is required.
- The general refund policy applied to all Renton Technical College students, regardless of financial aid status.
- Refunds for special programs will be made directly to the funding agency administrator.
- Tuition and fees that are paid in cash will be refunded by check.

All tuition and fees will be refunded if the class is canceled by the college. Application fees, testing fees and payment plan fees are non-refundable.

Apprenticeship:	$54.00	per credit
Adult Education:	$25.00	per student/per quarter
Testing Fees:	Testing fees will vary depending on the program.	
Supply Fees:	Supply fees will vary depending on the program.	

Note: Self-supporting classes are not subject to this fee schedule.

Renton Technical College
Board of Trustees Meeting
June 13, 2018

AGENDA ITEM: **6.** **DISCUSSION/REPORTS**

SUBJECT: **A.** DEIC Plan

BOARD CONSIDERATION
X   Information
Action

BACKGROUND

Vice President Reyna shared a draft copy of the DEIC plan during the May Board of Trustees meeting. The final version of the plan is included. No action is required for approving the plan, but the goal is to know that Board members have had the opportunity to review the plan and ask relative questions.

RECOMMENDATION:

None.

DIVERSITY, EQUITY, AND INCLUSION COUNCIL

5 YEAR PLAN
2018 - 2023

TABLE OF CONTENTS

DIVERSITY, EQUITY, AND INCLUSION PLAN

2018 to 2023

MISSION

Renton Technical College's Diversity, Equity, and Inclusion Council provides leadership to the campus in fulfilling the college's mission of engaging a diverse population through our core values of community, equity and respect.

FRAMEWORK

We want to be explicit that we will be utilizing a Critical Race Theory Lens as we advance the work in the Diversity, Equity and Inclusion Plan. Simply stated, it is important to note that structures and systems have been established to empower and privilege the dominant culture and oppress the non-dominant culture, and that race and power are at the center of this work.

- Academic excellence and success for all students, especially under-represented and historically marginalized groups.

STUDENT SUCCESS

HIRING PROCESS

- Continue to create intentional and deliberate efforts to recruit, hire and retain faculty and staff from underrepresented and historically marginalized populations.

- Integrate diversity, equity and inclusion in the pedagogy and create diversity courses in all Workforce programs as well as diversity transfer courses.

PEDAGOGY & CURRICULUM

PROFESSIONAL DEVELOPMENT

- Offer mandatory and optional diversity, equity and inclusion professional development training to all employees.

- Create an inclusive campus environment that meets the needs of ALL students, staff and faculty at RTC.

INCLUSIVE CAMPUS

COMMUNITY PARTNERSHIPS

- Establish a clear outreach plan- to promote diverse students success beyond the campus, take a holistic approach.

Alignment with RTC STRATEGIC PLAN

- OBJECTIVE 2.1: Close equity gaps for underrepresented, low-income, and first generation college students
- OBJECTIVE 2.2: Attract, hire, and retain diverse faculty and staff
- OBJECTIVE 2.3: Increase cultural competency

Why Diversity, Equity and Inclusion at RTC?

Equity* assumes difference and takes that into account to ensure a fair process and, ultimately a fair and equitable outcome. Equity recognizes that some groups are historically disadvantaged in accessing education (and economic) opportunities and subsequently underrepresented or marginalized in many organizations and institutions. That history carries forward creating effects of exclusion that often linger systemically within organizational policies, practices, and procedures (*WWCC Equity and Inclusion Plan).

In affirming that inequity exists within our institutions of higher education for our students, faculty and staff necessitated the creation of a Diversity, Equity and Inclusion (DEI) plan. This plan will lay out the diversity, equity and inclusion foundation for RTC. The DEI Plan seeks to create mechanisms at RTC that will increase student success, and create a welcoming and inclusive environment for traditionally underrepresented and marginalized populations on our campus.

DIVERSITY, EQUITY, AND INCLUSION PLAN
The RTC Context

The 2018 – 2023 RTC Strategic Plan challenges us to ask ourselves, *is the College ready to serve students* rather than *are our students ready for college*. Leaders of diversity who work on the RTC campus recognize this notion as fundamental to increasing success among groups of students who have been historically marginalized in our educational institutions. The majority of RTC students, in contrast with RTC faculty and staff, identify as non-white.   Although the demographic categories are imperfect, data from "Who Are Our Students?" (RTC Institutional Research, 2016-2017) is as follows:
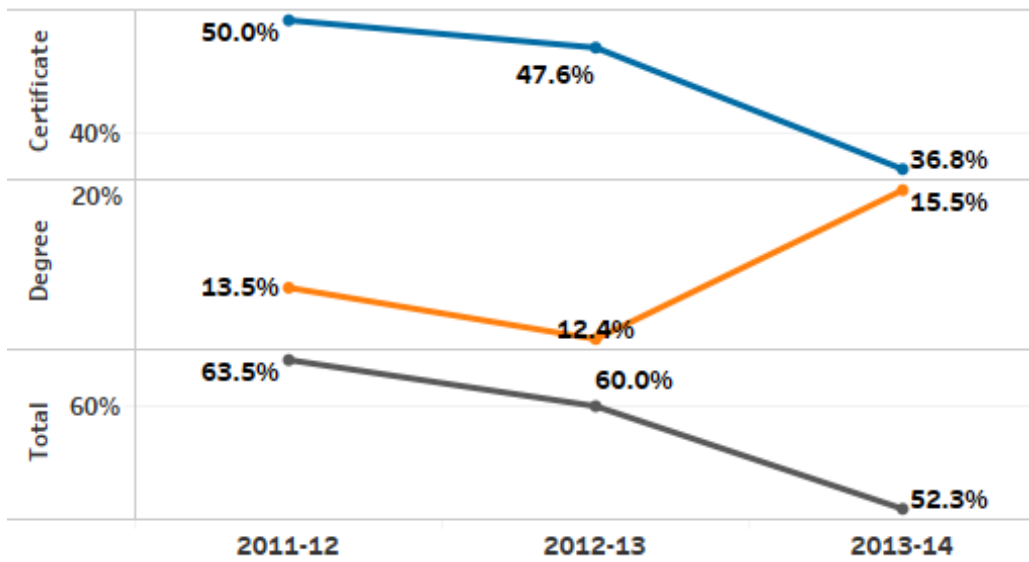
RTC	Percent Students	Percentage Faculty	Percentage Staff
All Asian	22.6	10	14
Black/African/African American	16	8	15
Hispanic Latino	18.2	3	5
Native Hawaiian/Other Pacific Islander	1	0	0.5
White	39.2	76	62
Native American/Alaska Native	2.5	3	3
Other	5.8	0	0.5

The RTC Minority Male Student Profile (https://rtc.edu/sites/default/files/RTC-Minority-Male-Student-Profile.pdf) confirms that African-American and Hispanic males have the lowest retention, persistence, and completion rates on our campus. As a result, RTC has begun work to address improving outcomes for men of color specifically.
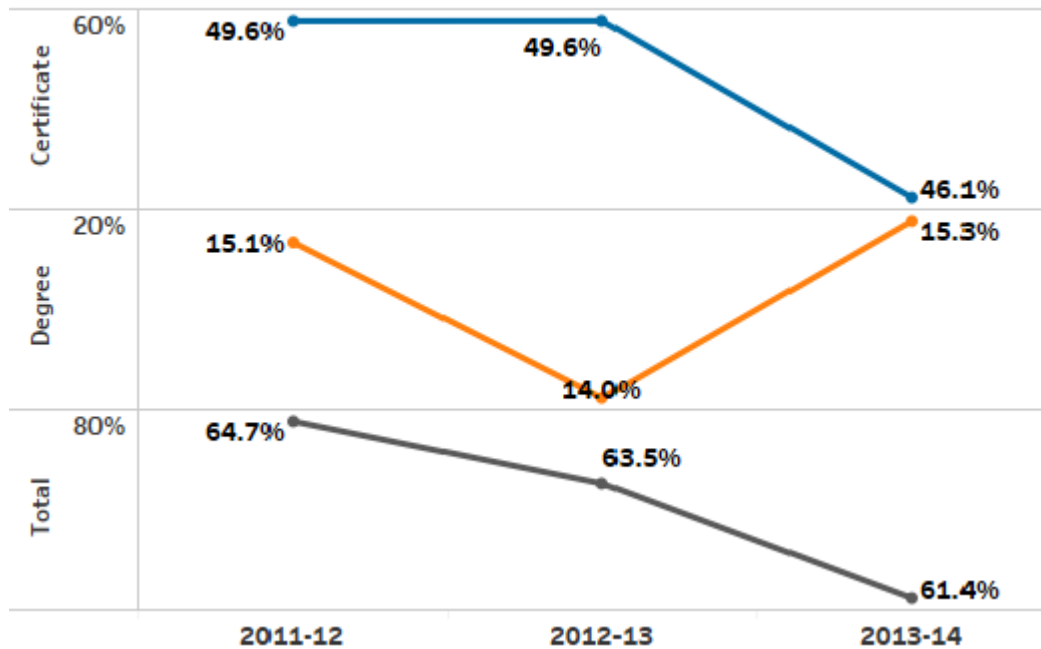
Three Year Completion

Renton Technical College defines students of color as students who self-identify as either Native American/Alaska Natives, Hawaiian or Pacific Islander, African American, Asian, or Hispanic. These students constitute an important population that the College regularly studies in order to improve equity.

Male Students of Color Three-Year Completion Rates

Certificate
- 50.0% (2011-12)
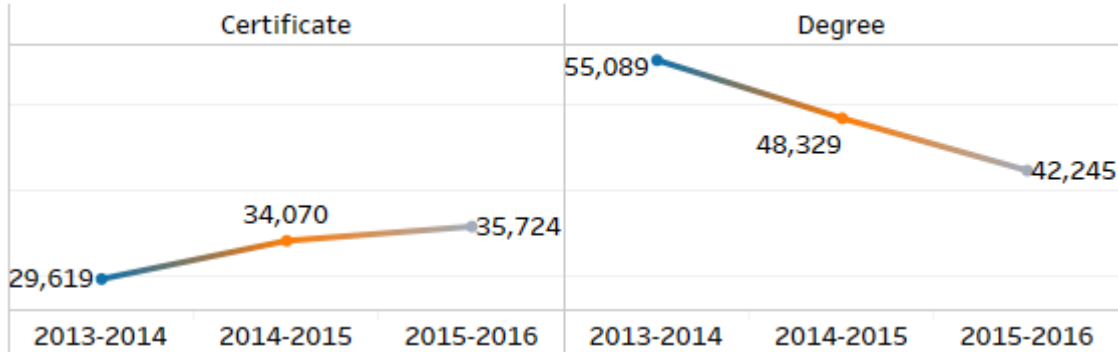- 47.6% (2012-13)
- 36.8% (2013-14)

40%
20%

Degree
- 13.5% (2011-12)
- 12.4% (2012-13)
- 15.5% (2013-14)

Total
60%
- 63.5% (2011-12)
- 60.0% (2012-13)
- 52.3% (2013-14)

2011-12 2012-13 2013-14

Overall Three-Year Completion Rates

Certificate
60%
- 49.6% (2011-12)
- 49.6% (2012-13)
- 46.1% (2013-14)

Degree
20%
- 15.1% (2011-12)
- 14.0% (2012-13)
- 15.3% (2013-14)

Total
80%
- 64.7% (2011-12)
- 63.5% (2012-13)
- 61.4% (2013-14)

2011-12 2012-13 2013-14

Although male students of color associate degree completion rates improved over the past three years, the overall trend shows persistent equity gaps in degree completion. The gap between male students of color completion rates compared to the overall completion is 9.1%. Completion rates impact post graduate's outcomes. Students who earn associate degrees have a 10% higher placement rate and earn on average a $4,300 higher median salary during their first year of work compared to those students who graduate with only a certificate.

Institute
Health & Human Se..

Students of Color
Student of Color

Gender
Female

Median Annualized Wage Dissagregated by Credential

Certificate			Degree		
			55,089		
				48,329	
					42,245
	34,070	35,724			
29,619					
2013-2014	2014-2015	2015-2016	2013-2014	2014-2015	2015-2016

Institute
Health & Human Se..

Students of Color
White

Gender
Female

Median Annualized Wage Dissagregated by Credential

Certificate			Degree		
			49,504		46,488
	34,070	35,027		38,438	
32,718					
2013-2014	2014-2015	2015-2016	2013-2014	2014-2015	2015-2016
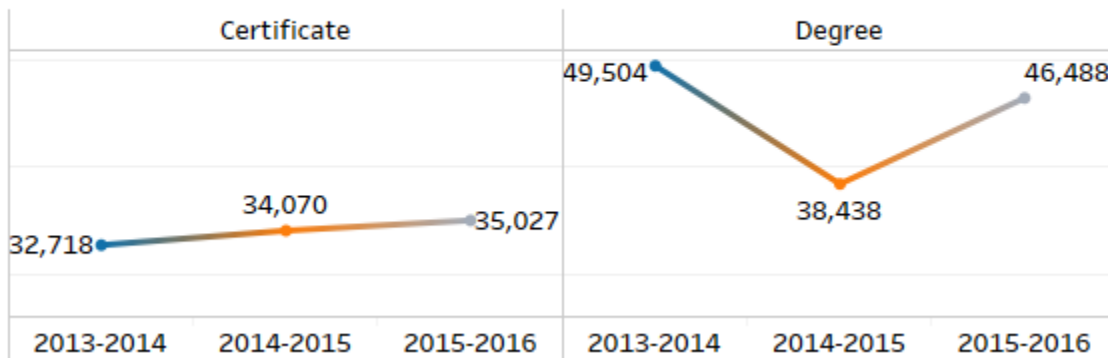
The data above shows that females of color have significantly decreased their earning potential because they are entering degree fields with lower wages. There is a need to intentionally advise or inform female students of color on the earning potential of their degree path. However, the data also appears to ask more questions than provide answers, and therefore a deeper analysis of the data is needed.

The results of the data above also illustrate lower outcomes for students of color on our campus as well as the need to hire more faculty and staff of color which reflects the students that we serve.

The DEI plan seeks to have measurable outcomes that are tied to each division/department's goals and reviewed and reported on annually.

Based on the stakeholder meetings that were held in Spring of 2017, and in alignment with the Strategic Plan, 6 priorities emerged:

1. Student Success
2. Recruitment, Hiring and Retention of diverse faculty and staff
3. Integrate diversity and equity pedagogy across curriculum, as well as creating diversity courses in all Workforce programs and within the transfer pathway
4. Provide Diversity, Equity and Inclusion professional development to all employees and students

5. Create an inclusive campus environment that meets the needs of ALL students, staff and faculty at RTC
6. Establish community partnerships in support of Diversity, Equity and Inclusion

This Diversity, Equity, Inclusion (DEI) plan provides an overview within areas of priorities at RTC for the period of 2018-2023. Action Teams under the guidance of the Diversity, Equity, and Inclusion Council will lead the way and collaborate with other shared governance structures on campus in an effort to accomplish the DEI plan priorities. A budget will be created that supports the Diversity, Equity, and Inclusion priorities listed in this plan. It is important to note that this is a living document, and based on annual accomplishments, revisions will be made as necessary which takes into account current research and literature, national, state and institutional data, community and student needs, and the strategic direction of the college.

1. OBJECTIVE: Student Success
Academic excellence and success for all students, especially under-represented and historically marginalized groups.

Review and recommend proven strategies that increase access and success, to reduce opportunity gaps.

- Recommend proven strategies to increase access and success among both male and female students of color.
- Expand on the partnerships with national programs for targeted groups such as the Minority Male Community College consortium (CCEAL).
- Offer programming to support Women and Men of Color on campus such as Women of Merit and Men of Merit programming.
- Work more effectively with College and Career Pathways to increase student transition into college level programming.
- Collaborate with English & Math departments to support institutional focused initiatives that target development to college level transition.
- Streamline pathways to enrollment (and completion) and increase educational attainment in RTC's service district.
- Make RTC Accessible, meaning that individuals with disabilities are able to independently acquire the same information, engage in the same interactions, and enjoy the same services within the same timeframe as individuals without disabilities, with substantially equivalent ease of use.

2. OBJECTIVE: Recruitment, Hiring and Retention of Diverse Faculty and Staff
Continue to create intentional and deliberate efforts to recruit, hire and retain faculty and staff from underrepresented and historically marginalized populations.

- Collaborate with Human Resources to create mandatory educational equity and inclusion training for all new full-time employees.
- Implement the Search Advocate model being used at Oregon State University in an effort to increase cultural competency on search committees.
- Creation of Affinity Groups on Campus.
- Include equity and inclusion competencies in performance evaluations for faculty and staff.
- Negotiate equity and inclusion competencies into the Tenure process and post tenure process.
- Embed diversity, equity and inclusion competencies into:
  o Position announcements
  o Job descriptions
  o Job postings
  o Questions during the interview process

- o Posting locations and recruitment strategies
- o Hiring criteria and the evaluation of applicants
- o Selection committee composition is diverse and committee members participate in diversity, equity and inclusion training

3. OBJECTIVE: Diversity, Equity and Inclusion Pedagogy and Curriculum
Integrate diversity, equity and inclusion in the pedagogy and create diversity courses in all Workforce programs as well as diversity transfer courses.

- Provide faculty training that integrates equity and inclusion with pedagogy and classroom strategies aimed toward enhancing student success.
- Collaborate on training for curriculum development for Cultural Diversity designation.
- Have a Tenure Track faculty member develop and oversee Cultural Diversity courses.

4. OBJECTIVE: Professional Development
Offer mandatory and optional diversity, equity and inclusion professional development training to all employees.

- Institute mandatory college-wide diversity, equity and inclusion trainings for all faculty and staff.
- Incorporate equity and inclusion training into individual faculty professional development plans. Focus on Growth mindset vs. content expertise when looking to attend conferences/trainings for professional development.
- Identify and require training in all compliance areas including non-discrimination, sexual harassment, and reasonable accommodation.
- Participate in the Intercultural Development Inventory (to assess intercultural competence).

5. OBJECTIVE: Inclusive Campus Environment
Create an inclusive campus environment that meets the needs of ALL students, staff and faculty at RTC.

- Continue 2nd Monday Potlucks.
- Develop Cultural signage across campus.
- Continue intentional conversations/dialogues/workshops (cross-cultural dialogues).
- Create a Multicultural Center on Campus.
- Continue mandatory New Student Orientations.
- Continue Multicultural events on campus.
- Continue Title IX for students.
- Apply UDL principles to the campus environment to increase accessibility.
- Expansion of All Gender bathrooms (Policy, Signage, Location, Access).

6. **OBJECTIVE: Community Partnerships**
   Establish an intentional outreach plan to external partners in an effort to promote student's success beyond RTC.

- Assess and strengthen our current partnerships with CBO's-DSHS, WorkSource, DOC, ESD, WDC, K-12.
- Establish a partnership with the Urban League.
- Partner with external organizations to celebrate, strengthen, and focus on diversity, equity, and inclusion including Communities of Color Coalition (C3) and National Association for the Advancement of Colored People (NAACP).
- Engage Advisory Boards for mentoring opportunities for students of color and create an employment pathway.
- Expand new community partnerships in response to our mutual needs.
  - Develop community partnerships to host National Night Out, which promotes neighborhood community building and safety awareness.
  - Conduct and inventory of current employee community and civic engagement.

1. **CHALLENGES TO PLAN**
   - Faculty and staff buy-in
   - Budget
   - Institutional culture and structures
   - Competing priorities
   - Human capacity/limitations
   - Too ambitious
   - The political landscape

2. **MEASURES OF SUCCESS**
   - Measurable outcomes that are tied to each division/department's goals (unit plans), reviewed and reported on annually.
   - Number and participation of educational diversity, equity and inclusion trainings and professional development.
   - Increase in the number of students of color enrolled in high wage programs.
   - Gauge employee satisfaction via a campus climate survey, and work towards improvement.
   - Increased number of Diversity Courses offered, enrolled and completed.
   - Creation of a shared Diversity, Equity and Inclusion vocabulary that is used on campus.
   - Increase in internal and external partnerships which lead towards equitable outcomes.
   - Student climate survey around inclusion and on the Exit survey.
   - Creation of a Multicultural Center.
   - Money allocated to DEI work and Council.

DEIC LEADERSHIP TEAM

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Jessica Supinski – jsupinski@rtc.edu

Eugene Shen – eshen@rtc.edu

Gerald Bradford – gbradford@rtc.edu

Renton Technical College
Board of Trustees Meeting
June 13, 2018

AGENDA ITEM: 6. **DISCUSSION/REPORTS**

BOARD CONSIDERATION
X   Information
Action

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

BACKGROUND

President McCarthy will provide a report to the Board, subsequent to the May 16, 2018 Board meeting.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
June 13, 2018

AGENDA ITEM: **6.** **DISCUSSION/REPORTS**

SUBJECT: **C.** Administration/Finance

<table>
<tr><td>BOARD CONSIDERATION</td></tr>
<tr><td>X   Information</td></tr>
<tr><td>Action</td></tr>
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BACKGROUND

1) Monthly Finance Report

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

RECOMMENDATION:

None.

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

	April 2018 - Actual	Year to Date - April 2018 - Actual	Year to Date - April 2018 - Budgeted	Budget Variance - Favorable (Unfavorable)
Beginning Cash Balance	$ 3,486,424	$ 4,568,443		
Add - Revenues:				
Tuition & Fees - Funds 060 148 149 561	$ 1,442,937	$ 9,377,755	$ 8,511,333	$ 866,423
Grants and Contracts	$ 669,677	$ 3,019,105	$ 2,746,670	$ 272,435
Student Government	$ 104,240	$ 667,640	$ 537,983	$ 129,657
Bookstore	$ 115,422	$ 630,916	$ 893,926	$ (263,010)
Security/Parking	$ 94,206	$ 524,735	$ 158,333	$ 366,402
Culinary Arts - Food Services	$ 93,347	$ 1,105,797	$ 1,043,082	$ 62,715
Interest Income	$ 6,582	$ 48,187	$ 29,167	$ 19,020
Rental Income - Excluding Catering	$ 12,522	$ 137,437	$ -	$ 137,437
Scholarship and Student Loan Funds Received	$ 2,112,471	$ 8,507,982	$ 7,493,590	$ 1,014,392
Budgeted From Fund Balance/Reserves	$ -	$ -	$ 261,507	$ (261,507)
Net Operating Revenues	$ 4,651,403	$ 24,019,554	$ 21,675,590	$ 2,343,964
Add - State Allocation - Payroll & Benefits	$ 1,141,641	$ 17,118,143	$ -	
State Allocation - VPA Expenses	$ 90,119	$ 528,059	$ -	
Capital Allocation	$ 4,802	$ 122,918	$ -	
Total State Funding (1)	$ 1,236,562	$ 17,769,120	$ 15,822,353	$ 1,946,768
Total Revenues	$ 5,887,966	$ 41,788,675	$ 37,497,943	$ 4,290,732
Less - Expenses:				
Salaries - A	$ 1,683,993	$ 16,166,078	$ 16,001,580	$ (164,498)
Benefits - B	$ 573,390	$ 5,655,821	$ 5,631,641	$ (24,181)
Supplies and Materials - E	$ 496,948	$ 4,646,940	$ 5,681,978	$ 1,035,038
Cost of Goods Sold - F	$ 77,609	$ 786,852	$ 854,167	$ 67,314
Travel - G	$ 19,470	$ 198,327	$ 264,513	$ 66,185
Equipment - J	$ 13,059	$ 755,895	$ 1,349,169	$ 593,274
Computer Equipment - K	$ 1,147	$ 423,184	$ -	$ (423,184)
Financial Aid - N	$ 1,724,447	$ 9,463,986	$ 7,714,895	$ (1,749,091)
Bad Debt - W	$ (153)	$ 16,231	$ -	$ (16,231)
Total Expenses	$ 4,589,910	$ 38,113,315	$ 37,497,943	$ (615,373)
Net Operating Surplus (Deficit)	$ 1,298,056	$ 3,675,359	$ -	$ 3,675,359
Other Sources (Applications) of Cash:				
Changes in Petty Cash; Accts. Receivable & Accts. Payable	$ 146,840	$ (766,438)		
Sales / (Purchases) of Investments & Bond Amortization	$ (3,192)	$ 344,647		
Payment of Bldg. & Innovation Fee to State	$ (30,020)	$ (717,925)		
Land Purchase	$ -	$ (2,205,978)		
Total Other Sources (Applications) of Cash	$ 113,629	$ (3,345,693)		
Ending Cash Balance	$ 4,898,109	$ 4,898,109		
Add College Reserves:				
Local Government Investment Pool (LGIP)	$ 942,513	$ 942,513		
Investment Bonds held in trust by US Bank	$ 2,678,394	$ 2,678,394		
Total Reserves	$ 3,620,907	$ 3,620,907		
Total Cash and College Reserves	$ 8,519,015	$ 8,519,015		

	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	94.7%	$ 17,646,202	$ 15,822,353	83.3%
Remaining State Allocation	5.3%	$ 988,545	$ 3,164,471	16.7%

(1) YTD spending should match budgeted - If greater than 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	$ 3,486,424	$ 4,898,109		
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	$ 5,486,424	$ 6,898,109		

RTC Month End Cash Balances - FYR 1213 to 1718
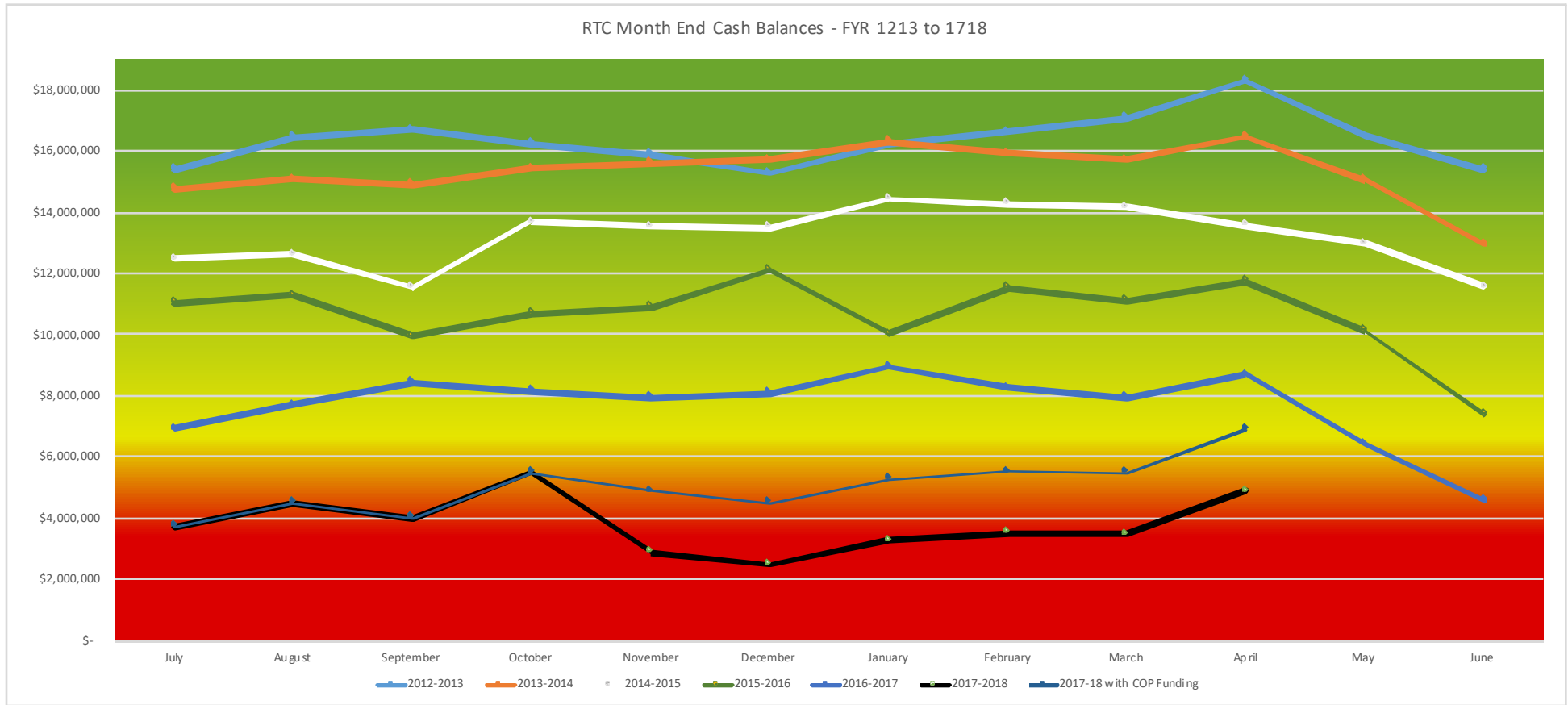
FY1718 OPERATING FUNDS VARIANCE REPORT

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		79.44%	95.13%	83.51%
		EXP	$17,732,955.74				
		REV (Alloc)	$18,640,454.00				
Local Fees	148	BDGT	$839,958.00		76.75%	30.48%	251.80%
		EXP	$644,629.23				
		REV	$2,115,055.45				
Local Tuition	149	BDGT	$6,382,333.00		106.12%	100.72%	105.35%
		EXP	$6,772,838.83				
		REV	$6,724,103.55				
TOTALS		BDGT	$29,543,881.00		85.13%	91.52%	93.01%
		EXP	$25,150,423.80				
		REV	$27,479,613.00				

BY OBJ, ALL FUNDS COMBINED			BDGT	EXP	EXP/BDGT	NOTES
SALARIES	A		$17,027,387.00	$14,414,227.44	84.65%	* Per allocation #6
BENEFITS	B		$5,963,333.00	$5,236,759.17	87.82%	
PERSONAL SERVICES CONTRACTS	C		$30,400.00	$0.00	0.00%	
GOODS & SERVICES	E		$5,785,887.00	$4,314,274.48	74.57%	
COST OF GOODS SOLD	F		$0.00	$0.00	0.00%	
TRAVEL	G		$208,200.00	$133,523.72	64.13%	
CAPITAL OUTLAYS	J		$471,674.00	$372,530.32	78.98%	
SOFTWARE	K		$57,000.00	$54,540.26	95.68%	
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	0.00%	
INTRAAGENCY REIMBURSEMENTS	T	Revenue Bdgt	$0.00	$624,568.41	0.00%	
DEPRECIATION, AMORTIZATION, BAD DEBT	W		$0.00	$0.00	0.00%	
			$29,543,881.00	$25,150,423.80	85.13%	

FY 1718 OPERATING P&L REPORT

			STATE	LOCAL FEES	LOCAL TUITION	6/4/2018
			101	**148**	**149**	**TOTAL**
YTD REVENUE			$18,640,454.00	$2,115,055.45	$6,724,103.55	**$27,479,613.00**
YTD EXPENDITURES	SALARIES & WAGES	A	$12,610,395.34	$197,798.74	$1,606,033.36	**$14,414,227.44**
	BENEFITS	B	$4,336,348.72	$60,850.23	$839,560.22	**$5,236,759.17**
	PERSONAL SERVICES CONTRACTS	C	$0.00	$0.00	$0.00	**$0.00**
	GOODS & SERVICES	E	$94,517.42	$203,742.82	$4,016,014.24	**$4,314,274.48**
	COST OF GOODS SOLD	F	$0.00	$0.00	$0.00	**$0.00**
	TRAVEL	G	$32,770.72	$3,348.49	$97,404.51	**$133,523.72**
	CAPITAL OUTLAYS	J	$434.50	$148,685.71	$223,410.11	**$372,530.32**
	SOFTWARE	K	$129.48	$30,203.24	$24,207.54	**$54,540.26**
	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	$658,359.56	$0.00	($33,791.15)	**$624,568.41**
	DEPRECIATION, AMORTIZATION, BAD DEBT	W	$0.00	$0.00	$0.00	**$0.00**
TOTAL EXPENDITURES			$17,732,955.74	$644,629.23	$6,772,838.83	**$25,150,423.80**
NET OPERATING RESOURCES			$907,498.26	$1,470,426.22	($48,735.28)	**$2,329,189.20**

STATE — bar chart: YTD REVENUE, TOTAL EXPENDITURES (000)

LOCAL FEES — bar chart: YTD REVENUE, TOTAL EXPENDITURES (148)

LOCAL TUITION — bar chart: YTD REVENUE, TOTAL EXPENDITURES (149)
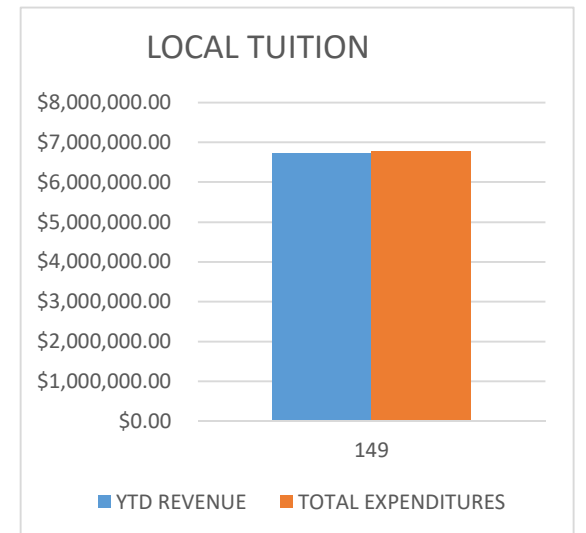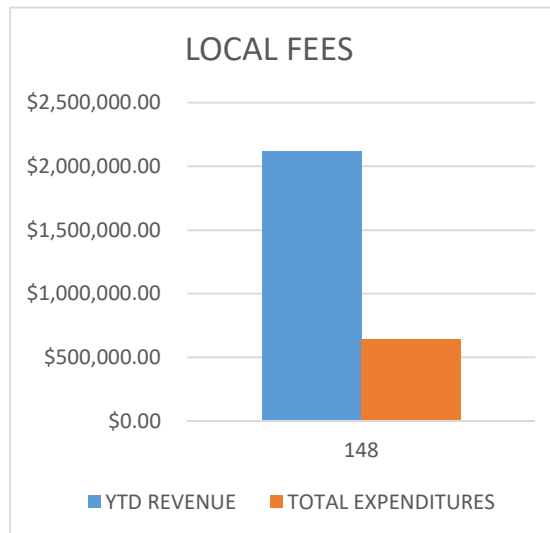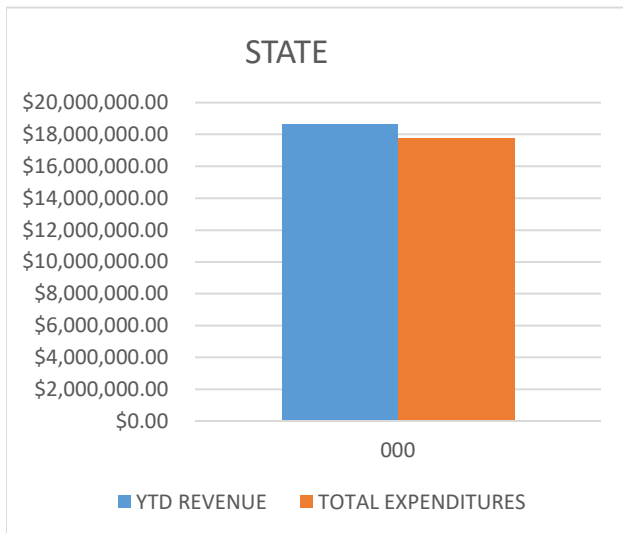
EXPENDITURE TREND GRAPH
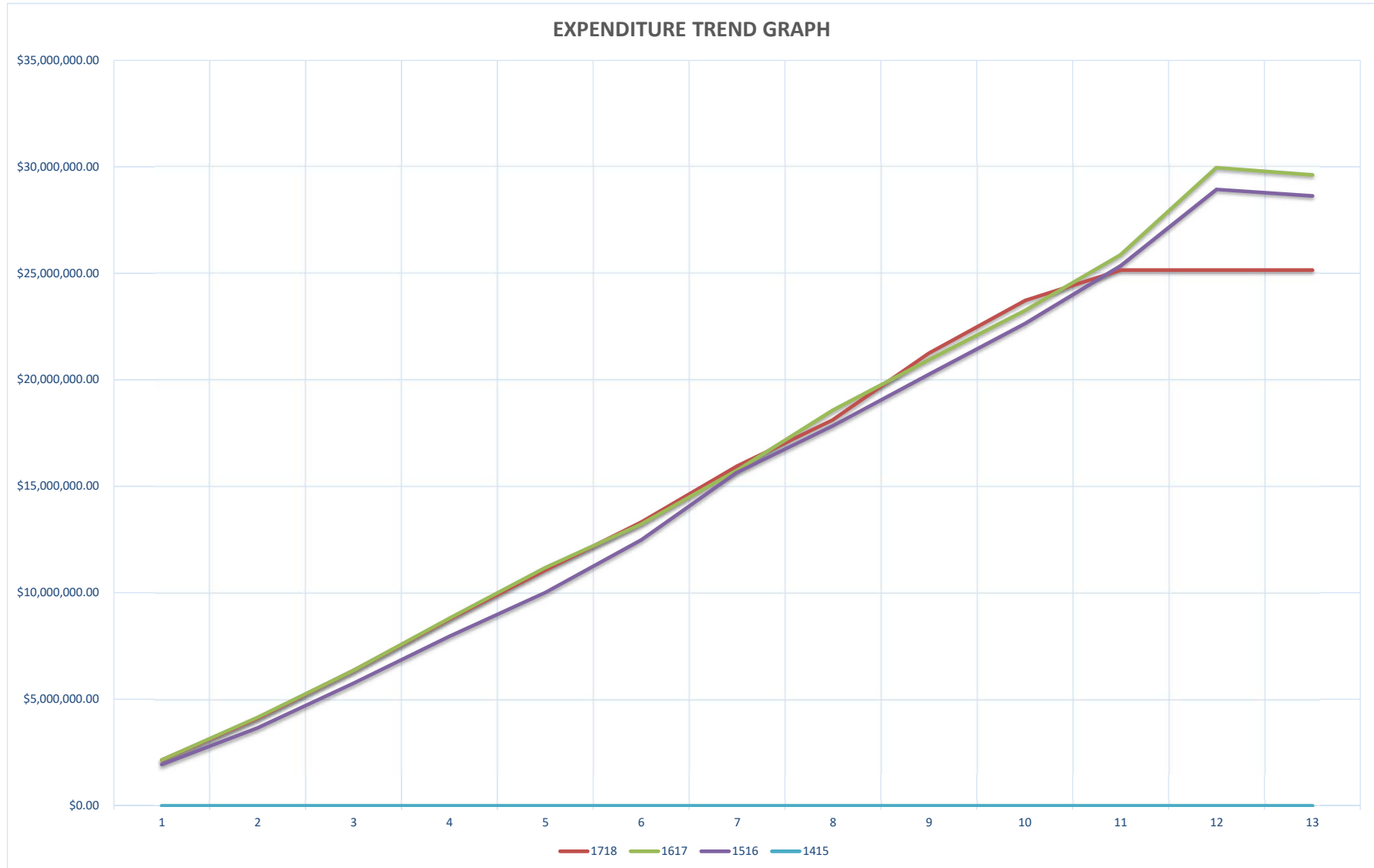
REVENUE BY FUND GRAPHS   MONTH   Date: 06/04/2018

| 149 ▼	7	8	9	10	11	12	13	TOTAL
1718	$1,053,245.07	$191,868.80	$950,154.26	$992,300.69	$190,189.86	$0.00	$0.00	**$6,724,103.55**
RUNNING TOTAL	$4,399,589.94	$4,591,458.74	$5,541,613.00	$6,533,913.69	$6,724,103.55	$6,724,103.55	$6,724,103.55	
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

REVELUE BY FUND GRAPHS

MONTH

148	7	8	9	10	11	12	13	TOTAL
1718	$294,169.93	$108,965.08	$234,291.67	$300,197.05	$110,581.45	$0.00	$0.00	**$2,115,055.45**
RUNNING TOTAL	$1,361,020.20	$1,469,985.28	$1,704,276.95	$2,004,474.00	$2,115,055.45	$2,115,055.45	$2,115,055.45	
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
June 13, 2018
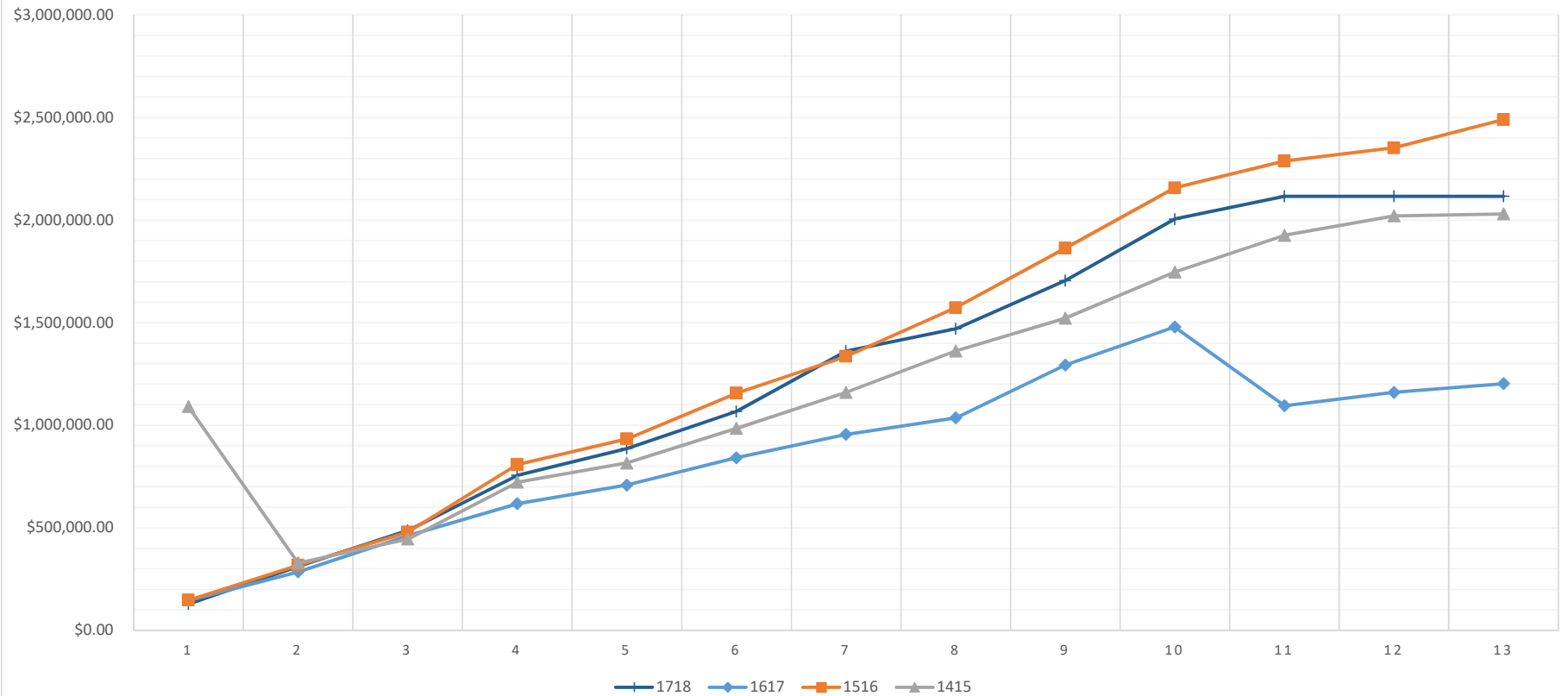
AGENDA ITEM:	**6.**	**DISCUSSION/REPORTS**	BOARD CONSIDERATION
			Information
SUBJECT:	**D.**	Board of Trustees	**X** **Action**

BACKGROUND

1) Trustees will elect new officers for the fiscal year 2018-19.
    a) Current Chair – Trustee Palmer
    b) Current Vice Chair – Trustee Entenman

2) Trustees will elect representatives to the ACT Legislative Action Committee. There are two positions; one will serve as the primary representative and one as the secondary representative.
    a) Current Primary Representative – Trustee Unti
    b) Current Secondary Representative – Trustee Takamura

3) Renton Technical College Trustees represent the Board on the *Renton Technical College Advisory Council* and the *Renton Technical College Foundation*. Trustees will elect a liaison for each position.
    a) Current RTC Foundation Liaison – Trustee Page
    b) Current RTC Advisory Committee Liaison – Trustee Entenman

Liaison Position descriptions are below:

Renton Technical College Advisory Council (RTC Council) is a key contributor to the success of the College, advising administration on issues related to all of its instructional programs. The Council is also a major contributor in the development and approval of the annual WorkFirst, Worker Retraining, and Carl Perkins plans submitted to the Washington State Board for Community and Technical Colleges (SBCTC).

The RTC Council membership consists of volunteers from business, industry, labor, community-based organizations, and school districts within the College's service area. The council will consist of no less than five and no more than ten voting members. Qualified individuals may be nominated for membership by current council members or by faculty and staff of the college, or they may volunteer. Following nomination, the credentials of prospective members are presented to the President. The President then decides whether to accept or reject the nominee. While there is no absolute limitation on the length of time a member of the RTC Council may serve, customary practice is for a person to serve for no more than nine (9) consecutive years.

College representation on the council will consist of the President, the Vice President of Instruction, the Executive Dean of Workforce, Trades & Economic Development, Director of Workforce Education, and one member of the Board of Trustees. Board representation will be determined on an annual basis by the Trustees. Deans, Associate Deans, and Directors may also attend as needed but are not voting members. A committee chair, who cannot be an employee of the college or a Trustee, will be selected by the membership at its fall meeting.

The RTC Council will meet during fall, winter, and spring quarters for a total of three (3) meetings annually, in addition to the Industry Connection Dinner. The quarterly meeting schedule is yet to be determined. The Industry Connection Dinner is scheduled for October 9, 2018. The Executive Dean of Workforce, Trades & Economic Development, in consultation with the Vice President for Instruction and the committee chair, is responsible for the preparation of the meeting agenda. The draft agenda will be sent to all committee members prior to each meeting and with sufficient time to allow for corrections and proposed additions. Authority for the contents of the final agenda rests with the committee chair. Meeting minutes will be taken by the Assistant to the Executive Dean of Workforce, Trades & Economic Development, who also is responsible for maintaining records related to the council's activities. These records shall include current and past membership lists, meeting notices, correspondence, and minutes.

RTC Foundation - Board members serve the Foundation's mission to support the college through fundraising, relationship building and resource management. Board members provide financial oversight, set policy and guide the overall strategic direction of the Foundation.

Specific duties include: Attendance at monthly board meetings, on the fourth Wednesday of the month at 4:00 p.m. (September – June) and an annual retreat (May or June). The board retreat occurs once-a-year in lieu of a monthly board meeting. Attend and support Foundation and College events throughout the year; and make a personal leadership gift to the Board of Trustee's scholarship fund. The minimum, suggested gift amount is $500 with a goal of 100% board participation.

The Trustee Liaisons will be expected to attend monthly meetings, and communicate back to the Board of Trustees.

4) Draft 2019 Board Meeting Calendar

The draft Board Meeting calendar for 2019 is included for review, and approval.

5) Board members will discuss topics and timing of the September, 2018 Board Retreat.

6) Trustee Page will provide an update from the RTC Foundation. Trustee Entenman will not have a report from the RTC Advisory Council, as the May meeting was canceled.

RECOMMENDATION:

None.

2019 — Board of Trustees Meeting Calendar — DRAFT

January

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

March

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

COLLEGE HOLIDAYS

Board Meeting Date		
Board Planning Date		

January 1, 2019	New Year's Day	May 27, 2019	Memorial Day	November 11, 2019	Veterans Day Observed
January 21 2019	Martin Luther King Day	July 4, 2019	Independence Day	November 28-29, 2019	Thanksgiving
February 18, 2019	President's Day	September 2, 2019	Labor Day	December 25, 2019	Christmas Day

Notes: ACCT NLS – February 10 – 13, 2019 (WA D.C.)

Renton Technical College
Board of Trustees Meeting
June 13, 2018

AGENDA ITEM: **7.   MEETINGS**

BOARD CONSIDERATION
X   Information
Action

SUBJECT:

BACKGROUND:

The next regular meeting/board retreat of the Board of Trustees will be held on September 19, 2018.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
June 23, 2018

AGENDA ITEM: **8.**   **EXECUTIVE SESSION**
                                                REGULAR MEETING

BOARD CONSIDERATION
X   Information
Action

SUBJECT:

BACKGROUND:

A)   An Executive Session may be called for any item allowed under the Open Public Meetings Act (RCW 42.30).

B)   Announcement of time Executive Session will conclude.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
June 13, 2018

AGENDA ITEM: **9.**   **EXECUTIVE SESSION**

BOARD CONSIDERATION
Information
X   Action

SUBJECT: A.   Action

BACKGROUND:

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
June 13, 2018

AGENDA ITEM: **10.**   **ADJOURNMENT**

BOARD CONSIDERATION
Information
X   **Action**

SUBJECT:

BACKGROUND:

RECOMMENDATION:

Motion required.