

REGULAR SESSION
AGENDA

<u>Agenda Item/Subject</u>	<u>Information/Action/Presenter</u>
1. CALL TO ORDER	
A. Notation of Quorum	
B. Flag Salute	
2. ADOPTION OF MINUTES	Action
A. February 18, 2014 Regular Meeting	
3. ACTION ITEMS	Action
A. Faculty Advancement to Tenure	
B. Faculty Advancements Second to Third Year	
C. Faculty Advancements First Year to Second Year	
4. COMMUNICATIONS	Information
A. Introductions/Recognitions	
1) All USA Academic Team	Steve Hanson
• Sherefedin Gatahun	
• Nicklaus Madison	
2) Coca-Cola New Century Scholar	
• Nicklaus Madison	
3) Transforming Lives Award Nominee Recognition	
• Jamie Diaz	
B. Correspondence	
C. General Information	
D. Comments from the Audience	
E. Human Resources Report	
F. Foundation Report	
G. Communications and Marketing	
5. DISCUSSION/REPORTS	
A. Student Leadership	Robert Taylor
B. Renton Federation of Teachers	De Etta Burrell

C. Board of Trustees

- 1) Commencement Speaker Recommendations
- 2) TACTC Spring Conference · May 15-16, 2014 · Red Lion, Yakima

D. President

Steve Hanson

- 1) WACTC President's Report
- 2) Legislative Update
- 3) League of Innovation Conference

E. Instruction

- 1) MART (Major Appliance Repair Technology)

Paul Baeder/John Campbell

F. Student Services

- 1) Website Development

Dave Pelkey

G. Administration/Finance

- 1) Operating Funds Budget Status Report

Melinda Merrell

6. MEETINGS

Information

- A. April 15, 2014, Regular Meeting

7. EXECUTIVE SESSION

- A. An Executive Session may be called for any reason allowed under the Open Public Meetings Act (RCW 42.30).
- B. Announcement of time Executive Session will conclude.

8. ACTION

Action

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

9. ADJOURNMENT

Action

Event Reminders:

- Foundation Speaker Series; March 27 · 3-5 p.m. and April 17 · 4-6 p.m.
- Foundation Dinner and Silent Auction · June 6, 2014
- RTC Commencement · June 26, 2014
- Board Retreat · August 19, 2014

2013-2014 BOARD PRIORITIES

Empower · Engagement · Collaborate



Renton Technical College
Board of Trustees Meeting
March 18, 2014

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

SUBJECT:

BOARD CONSIDERATION

Information

Action

BACKGROUND:

Board Chair Cathy McAbee will carry out the Notation of Quorum and the Flag Salute.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
March 18, 2014

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

SUBJECT: A. February 18, 2014

BOARD CONSIDERATION
Information
X Action

BACKGROUND:

Attached for the Board of Trustees approval are the minutes for the February 18, 2014 regular Board meeting.

RECOMMENDATION:

Approval as presented.

BOARD OF TRUSTES MEETING
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Google and Facebook ads as well as website traffic. Ms. Lancaster shared information about the outreach efforts since September, 2013. The targeted efforts in high schools in Renton, Kent and Tahoma are bringing some good activity.

5. **DISCUSSIONS/REPORTS**

- A. *Student Leadership* ASG President, Robert Taylor shared information regarding student activities on campus. Student Clubs have increased to seventeen (17). Five (5) new student leaders were hired to serve as the first members of the Events and Activities Board. The Textbook Access Program (TAP) was developed and submitted for approval through the Governance Council process within the college. The program was approved, funded jointly by ASG, Perkins Funding, Student Success Center and a Title III Mini-Grant. The program will launch Spring 2014. The budget committee is progressing through the timeline and will be presented to the Board of Trustees for approval in May. The NW Student Leadership conference will be held in Portland, February 21-23; Twenty-five (25) people will attend. Students rallied in Olympia on February 7th for state CTC's. Twenty-seven (27) students joined hundreds of other student leaders to meet with legislators about legislative priorities.
- B. *Renton Federation of Teachers* RFT President, De Etta Burrell was pleased to share that the local funds step or increment salary increases bill was still alive in the legislative session. RFT is working with AFT Washington to support the bill. Ms. Burrell added that she has had the joy of working with Vice President Kenney, and Vice President Pelkey regarding the flow of the College Success class. Instructors showed concerns about communications. The faculty supplemental payout was delayed. Vice President Kenney is working on the entire process to create a procedure. RFT is currently looking at nominations for the 2015/16 e-board.
- C. *Board of Trustees*
- 1) *Faculty Advancements* Board Chair McAbee informed the trustees that the notebooks for faculty advancements were available for review. Please take them with you when you leave the meeting today.
 - 2) *ACCT National Legislative Summit Report* Trustee Page provided an inclusive report on his attendance at the Legislative Summit in Washington, DC February 10-13, 2014. The purpose of the Summit is to provide a coordinated and supported period of advocacy on behalf of the nation's community and technical colleges with Congress and the Administration. The Summit was well attended; reported to be the largest attendance since 2007.

2014 Federal Legislative priority lists from SBCTC and AACC/ACCT were shared from a session attended, where speakers were able to describe both the wish list and the political processes and limitations that we face making progress over the next two-years. Trustee Page attended a variety of sessions to include a Senate Congressional Forum on Capitol Hill with Senators Charles Schumer (D-NY), Elizabeth Warren (D-MA), Lamar Alexander (R-TN), Marco Rubio (R-FL) and Tim Scott (R-SC) with presentation of a common theme in belief in the power of community and technical

BOARD OF TRUSTES MEETING
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colleges by sharply different views of what the Federal government's priorities should be.

Members of the Washington State delegation met with Senator Patty Murray and reviewed the federal priorities of our state system as well as the ACCT/AACC priorities. Senator Murray is a longtime advocate of our system and appreciated the importance of such goals as restoring availability of year-round Pell grants and reauthorizing the Workforce Investment Act. A brief meeting was also held with Representative Adam Smith (D-WA).

The National Legislative Summit suffered this year from inclement weather conditions, but Trustee Page also felt that it suffers from some design limitations that limit its usefulness, which he shared in his Summit evaluation forms.

The political conditions in the Federal government offer little opportunity for new initiatives or funding; nevertheless, forceful advocacy on behalf of community and technical colleges and their core constituencies remains essential. Lawmakers and policymakers must see our colleges as innovative, efficient and in tune with the needs of our communities and understand how we differ from the four-year systems as well as from our private competitors. Citizen trustees bring a distinctive voice to this effort.

The trustees thanked Trustee Page for attending, recognizing the importance of being seen and heard on a national level.

- 3) *TACTC Winter Conference/Legislative Reception* Board Chair McAbee asked the trustees that were able to attend the conference to share their thoughts and information from the conference. Trustees Palmer, Page and Unti were able to attend. There were vivid memories of the Seahawks game! The Transforming Lives Award Celebration was phenomenal. It would have been nice to have RTC student, Jamie Diaz receive the award, but all recipients were very deserving. The legislative reception was not well attended on the legislative side. President Hanson thanked the trustees and cabinet members that were able to attend.
- 4) *Foundation Liaison Report* Trustee Palmer reported that the Foundation is still selling bricks in conjunction with the Paving the Way Campaign.

D. *President's Report:*

- 1) *Accreditation* President Hanson reported on the Board of Commission Accreditation meeting held January 9, 2014. The meeting was very formal, but there were no surprises. The letter from Northwest Commission on Colleges and Universities (NWCCU) was received to reaffirm RTC's accreditation in early February. A copy of the letter is included in your materials.
- 2) *Renton Technical College/Renton School District/Renton City Council Joint Meeting* This was a well-attended meeting by board members from RTC and RSD, as well as Renton City councilmembers. President Hanson thanked board members for attending.

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Minutes – February 18, 2014

The *Renton Adhoc Advisory Committee* was formed; Trustees SenGupta and Page as well as Foundation Director, Heather Winfrey have volunteered to participate on this committee. President Hanson will work with volunteers, to call the first meeting.

- 3) *Enrollment Update* President Hanson shared a presentation on enrollment. The presentation showed RTC FTEs versus allocation, and comparatively within the system. The permanent reduction in our allocation will be between 96 percent and wherever we end up; expecting to be near 93 percent. The largest portion of our student enrollment is workforce, and then basic skills. There may be a market for transfer degrees for possible growth. We have made no specific cuts yet; we are leaving some open positions on hold with a goal of \$400,000 in positions that won't be filled. Some presidents are talking about how the state is looking at allocation; a task force was formed. A possible shift could be SAI for performance; scenarios are being run. Aspen uses completion and retention. We need to be aggressive in going after high-demand FTEs; Aerospace.
- 4) *Revised Core Themes and Objectives* President Hanson called attention to the revised Core Themes and Objectives. We will come back to you in the spring asking for approval of the revised Core Themes. We are still in the process of tweaking these, but we have gone from five to four core themes. We are looking at the Basic Skills title for a possible change; perhaps College and Career Readiness. The objectives were revised to fit under each core theme. The eventual goal is to have a dashboard. The Accreditation report, recommended being more proactive in closing the assessment loop. We need to continue to work in the high schools, as a market of potential. We need to change the image of the college in the community. A name change could be a status factor. We will be working with Noel Levitz regarding industry demands.
- 5) *WACTC Update* President Hanson reported on the WACT meeting held in Olympia, January 20-21, 2014. The End Run policy revision was approved. A copy of the Bachelor of Applied Science (BAS) Policy Issues Survey Results from the Ed Services Committee was shared. Presidents had a rich discussion about the policy issues. Most presidents are supportive; policy recommendations will come from this. The DREAM Act (deemed the Real Hope Act in the Senate) is very important legislation. It allows undocumented students to apply for financial aid. Governor Inslee will sign the bill this week.
- 6) *Puget Sound Energy's Energize Eastside Advisory Group* President Hanson is now serving on PSE's Energize Eastside Project Committee. He shared a map of the geographic locations in consideration. The committee membership and meeting dates were included on the back side of the map. Two meetings have been held, and neighborhood associations are becoming highly activated. The South end sub-group meetings will be held at RTC in March and April.

BOARD OF TRUSTES MEETING
Minutes – February 18, 2014

- 7) *Board Retreat Discussion* President Hanson asked board members to begin thinking about a date for the board retreat. Last year, the retreat was held in September. Following discussion, Board Chair McAbee asked everyone to reserve August 19, 2014 on their calendars for the board retreat.

E. *Instruction*

- 1) *Overview of the Bachelor of Applied Science (BAS) Degree in Application Development* Vice President Kenney introduced faculty member, Tim Culler to share information about the development of the BAS Application. Dean Leon joined in to share a brief history of the project. The State Board for Community and Technical Colleges (SBCTC) is promoting the development of a 4-year BAS degree. Last August an RFP was issued. The SBCTC wants to see a 2 plus 2 plus 2 pathway for students, from high school to AA/AAS degrees, to AS degrees, available locally through Community and Technical Colleges. Twenty-four (24) colleges applied; five (5) received approval; \$98K (RTC). Funding will cover stipends for high school teachers, stipends for 300-400 classes and a faculty stipend for Tim Culler. We have had meetings with high school counselors and industry partners. We will present to the board again in May. The placement rate is very close to 100 percent; it lined up very well with the skills in demand. Many employers have raised the bar to a BA degree to get the job. There is no chance to push to expert level in the two-year broad base program. We have reached out to current and former students. Industry partners are going to assist us in crafting our curriculum, to match the needs of the industry. The feedback from students is to chip away at hybrid/evening model to extend education. We believe that we will fill the first two-years from current student enrollment. We are planning a cohort fifteen (15); but will have twenty-four (24) seats available. We are also actively working with other colleges that have similar programs. Washington Governor's University (WGU) is a competitor, but they are on-line only. Coaching and prepping for certifications is their key. The requirement for faculty will be a Master's Degree.
- 2) *Achieving the Dream Coaches Visit* Vice President Kenney shared information regarding the Achieving the Dream Coaches (AtD) visit. AtD Coaches, Dr. Brenda Beckman and Dr. Miguel Ceja joined us on campus on February 4, 2014. We shared interventions that we continue to implement. There was a nice presentation on Libguides by Debra Crumb from the library. The Data Integrity Group (DIG) presented the work we are doing with Noel Levitz/on the Academic Plan. The coaches were very impressed with the group and our work toward getting to a dashboard. The key is to make data informed decisions versus data driven decisions. They made some excellent suggestions; perhaps becoming a national (leader college) "hub"; and participation at conferences on a national level to solidifying our role as a leader college. Dr. Ceja suggested that we hold a data summit at RTC; pulling the entire college in, to get deeper and broader. This feeds nicely into our work. There is a large group of people going to AtD conference next week, in Florida.

BOARD OF TRUSTES MEETING
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F. *Student Services*

- 1) *RTC Website Redevelopment* Vice President Pelkey informed the trustees that Aspect, the vendor for the Website redesign has been let go. We reran the RFP and selected Topia Technology to lead the way. Some of the work could be transferred. Topia was the team that did some of the content writing. We want the site to be up and running by June, which is a very aggressive target. We need to look at wire frames (the first three levels) and will share that with the board in the next few months. After launching, we will address the gaps. A new website is critical for addressing the needs of the college. Topia has over 30 years in branding, and they suggest that some messages need refreshed. We need to think differently about the messages. The RTC logo is the insignia, the branding is the messaging; “hands on education”; we need to own it and drive it. Web pages and images need to sell the college. We are not using a SharePoint base, but will use an open source base.

G. *Administration/Finance*

- 1) *Operating Funds Budget Status Report* An amended December report was shared. As a regular report to the Board of Trustees, Director of Financial Services Mark Johnson provided information on the revenues and expenditures for the periods ending November 30 and December 31, 2013

6. **STUDENT SUCCESS**

Vice President Pelkey discussed the survey results from both the Center for Community College Student Engagement (CCSSE) and Survey of Entering Student Engagement (SENSE) and the national best practice benchmarks for student retention. We have used those results to create a new student orientation to prepare students to be program ready on the first day of class. Director of Student Engagement and Programs, Jessica Supinski and Dean of Student Success, Scott Latiolais shared the presentation outlining the New Student Orientation Redesign. Outcomes for the new model include; learning about program expectations and their role for success, learning about access support services on campus, understanding the support role of the academic advisor, becoming familiar with student email, Canvas and RTC Facebook, and confidence building. The redesign includes; information that encourages student success in the first four weeks, effective systems to inform/remind students of the orientation, an assessment questionnaire called “What did I learn today”, a follow-up questionnaire to assess outcomes at the end of week four, and interaction with student leaders and a campus tour. The piloted program began with two programs in the Fall quarter 2013; Culinary Arts & Professional Baking (45% attendance) and the Automotive Programs (100% attendance). In Winter quarter, 2014 three programs took advantage of the pilot; Culinary Arts & Professional Baking (82% attendance), Automotive Programs (82% attendance) and Medical Assisting (63% attendance). Student survey results reported a tremendous sense of confidence, preparedness and knowledge about program expectations.

7. **MEETINGS**

The next regular scheduled meeting of the Board of Trustees will be held on March 18, 2014.

BOARD OF TRUSTES MEETING
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8. **EXECUTIVE SESSION**

At 9:35 a.m. Board Chair McAbee called for an executive session, for 25 minutes, to review the performance of a public employee, and to discuss with legal counsel matters involving attorney/client privilege. The Board returned to regular session at 11:00 a.m.

9. **ACTION**

There was no action taken as a result of the executive session.

10. **ADJOURNMENT**

It was moved by Trustee McAbee to adjourn the Board of Trustees' meeting at 11:00 a.m. Motion carried.

CATHY MCABEE, Chair
Board of Trustees

STEVEN J. HANSON, President
Board of Trustees

AGENDA ITEM: 3. ACTION ITEMS

SUBJECT:

BOARD CONSIDERATION	
	Information
X	Action

BACKGROUND:

A. Faculty Advancement to Tenure:

- Thomson, Brian Ford ASSET

B. Second Year Faculty Advancing to Third Year:

- Hinkson, Elizabeth Nursing
- Holland, Robert Professional Baking
- Harris-Jackson, Holly Massage Therapy

C. First Year Faculty Advancing to Second Year:

- Nyswonger, Jennifer Surgical Technology
- Foreman, Trisha Medical Assistant
- Ali, Yasmin Nursing Instructor
- Hatem, Henry Precision Machining Tech

RECOMMENDATION:

None.

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AGENDA ITEM: 4. COMMUNICATIONS

SUBJECT:

BOARD CONSIDERATION

Information

Action

BACKGROUND:

- A. Introductions/Recognitions
 - 1) All USA Academic Team
 - Sherefedin Gatahun
 - Nicklaus Madison
 - 2) Coca-Cola new Century Scholar
 - Nicklaus Madison
 - 3) Transforming Lives Award Nominee
 - Jamie Diaz
- B. Correspondence
- C. General Information
- D. Comments from the Audience

The following written reports are included in the board materials for Trustee Review:

- E. Human Resources Report
- F. Foundation Report
- G. Communications and Marketing Report

RECOMMENDATION:

None.



**Board of Trustees
March 18, 2014
Human Resources**

The following personnel actions have occurred as of February 28, 2014 and are presented for the Board of Trustees' information.

AFT

- Hires

Name	Effective Date	Position	Department	Rate	Step
Joyce, Melody	2/12/2014	Cashier / Greeter	Food Service	\$9.66 hr	A

- Terminations

Name	Effective Date	Position	Department
None			

WFSE

- Hires

Name	Effective Date	Position	Department	Rate	Step
Daily, Natasha	2/3/2014	Administrative Assistant III	Foundation	\$1,139.13 mo	C
Hesson, Michael	2/3/2014	Library Specialist	Library	\$2,564.25 mo	G

- Terminations

Name	Effective Date	Position	Department
None			

Prof Tech

- Hires

Name	Effective Date	Position	Department	Rate	Step
None					

- Terminations

Name	Effective Date	Position	Department
Plemmons, Vicki	2/10/2014	Constr Ctr of Excellence Coord	Construction Center of Excel

Exempt / Administrative

- Hires

Name	Effective Date	Position	Department	Rate	Step
None					

- Terminations

Name	Effective Date	Position	Department
Reddicks, Derek	2/10/2014	Air WA Trans Coordinator	Instruction

RFT

- Hires

Name	Effective Date	Position	Department	Rate	Step
Barr, Susanna	2/5/2014	Part-time faculty	Basic Studies	\$38.16 hr	B
Crawford, Penny	2/18/2014	Part-time faculty	Nurse Asst -Cert	\$38.16 hr	B
Patton Saidi, Megan	2/5/2014	Part-time faculty	Med Office Programs	\$38.16 hr	B

- Terminations

Name	Effective Date	Position	Department
None			

- Retired

Name	Effective Date	Position	Department
None			

Renton Technical College
Board of Trustees Meeting
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AGENDA ITEM: **4. COMMUNICATIONS**

SUBJECT: F. RTC Foundation

BOARD CONSIDERATION	
X	Information
	Action

FOUNDATION

Planning for the RTC Foundation Dinner & Silent Auction is underway, and despite a planning setback in February, we feel this will be an excellent event. As a result of the planning setback, the Foundation staff and the event planning subcommittee changed the date to **Friday, June 6, 2014**, from 6:30pm to 10:00pm. Luckily, we were able to still secure Pat Cashman as our emcee and Events on the Edge as part of our dinner entertainment.

The Foundation is finishing its audit review with Richards & Co., PS on March 18. The last step in our process will be sending confirmation letters to our banking institutions, the Renton Community Foundation, and Buckley Investments. These letters are independent verifications of our funding status at the end of the last fiscal year. At this time, there are no material findings or pressing issues the Foundation must resolve. However, the auditor may make recommendations for funds management with our current portfolio managers. Our 990 taxes will be tied to this review. The results will be presented to the Trustees by April, when the Foundation taxes are completed.

Spring 2014 Foundation scholarships were selected on March 10, and students were notified by March 12. This was the last quarter the Foundation will use a fillable PDF. We have an online draft application created through *Wize Hive*, which will generate reports and data, and will be easier for the applicants and review team alike. We will be considering expanding our contract with *Wize Hive* to put our GED and Emergency Grants online, too.

The Foundation Director will meet with the Trustees before year end, to set the strategic vision for deploying their scholarship in the next academic year. This meeting will be held annually, per the terms of the donor agreement. The Trustees will also decide in which quarter they would like to issue the scholarship.

The RTC High School Merit scholarship will be launched in April 2014. This idea was approved by the Foundation Board of Directors and we will offer one, \$500 scholarship per district in the service area (\$3500 total) from the General Foundation Scholarship fund. The Foundation Director will be writing an article in the *Newcastle News*, and with assistance from our Communications and Marketing team, we will send out a service area wide Public Service Announcement and conduct outreach directly with high schools.

The Foundation also has a contract with Alumni Finder to conduct research on potential prospects. This work will be started in late March.

The RTC Speakers Series will officially launch with Boeing sponsorship on Thursday, March 27 from 3pm to 5pm.

RECOMMENDATION:

None.

AGENDA ITEM: 4. Communications

SUBJECT: G. Communications and Marketing

BOARD CONSIDERATION	
X	Information
	Action

COMMUNICATIONS AND MARKETING

- **Advertising:**

We are currently running an advertising campaign on television, radio and Google online. For the radio campaign, we have chosen to run ads on Warm 106.9 which is a contemporary soft hits station that has a large female audience, KUBE 93 which a younger male-skewing rhythmic station with large percentage of minorities and underrepresented populations and 100.7 The Wolf which targets the 18-49 year old adult population. We felt that adding a country station to our media mix would help reach an untapped but very important group that we haven't reached out to in the past. All of these radio stations showed up as favorites in the student media usage survey that was distributed last spring.

We are running television ads on the following TV networks: KING 5, Q13 Fox, MTV, CNN, Discovery, BET, Adult Swim/ Cartoon Network and CMT. Between these networks, we're reaching more than 400,000 households. These television stations were picked because of the results that were seen in the student media usage survey coupled with research on which stations best reach our target audiences.

The online portion our advertising campaign continues to go well. We continue to see an average of 500-700 more visits to www.RTC.edu over last year. On Monday, March 3, we saw record-breaking traffic to our website - an increase of 29.27 percent over last year.

- **Open House Events on Campus:**

We have had two Open House events on campus for this enrollment period, and have two more coming up. Each event has yielded more attendees than the prior events. We believe that this increase is due to the direct mail invitation approach that we've implemented. The department's work study student sends out a printed paper invitation to the people on our outreach contact list and he also follows up with an email invitation. At the Open House events, we ask everyone how they heard about the event and many have said that they received a notice in the mail.

The Open House dates are:

- a) Thursday, Feb. 27 at 7 p.m. – yielded 16 attendees
- b) Friday, March 2 at Noon – yielded 31 attendees
- c) Friday, March 14 at Noon – TBD attendees
- d) Wednesday, March 26 at 7 p.m. – TBD attendees

- **Outreach:**

The Communications and Marketing department has been working with Student Programs and Engagement and the Foundation to have students assist with outreach events. This has worked well so far. Students have been going out to community events and speaking with people about how Renton Technical College has helped them succeed. They also talk about the value of

education that they're receiving. We have found that having real students present with us makes us seem more approachable and credible when speaking to prospective students.

We have collected 49 prospect student contact/inquiry cards since February.

- **Kentlake High School Partnership:**

We are continuing to market the Kentlake High School partnership. We have created a print marketing piece that highlights all of the courses offered at Kentlake during spring quarter. Outreach Manager, Andrea Lancaster has already made three visits to Kentlake High School since the beginning of February.

MEDIA COVERAGE

- The Puget Sound Business Journal, February 21-27. "Work that works: big demand for time-honored apprentice programs". *RTC Precision Machining student, Franklin Lawrence was featured on the front cover the newspaper.* <http://www.bizjournals.com/seattle/print-edition/2014/02/21/big-demand-for-apprentice-programs-cover.html>
- KING 5 News, March 3. *Two RTC graduates, now Boeing employees, were interviewed about the aerospace training they received at the College.* <http://www.king5.com/news/aerospace/US-labor-secretary-at-Boeing-talking-about-future-training-grants-in-manufacturing-248293921.html>
- Newcastle News, March 6. "Renton Technical College student earns prestigious honor". <http://www.newcastle-news.com/2014/03/06/renton-technical-college-student-earns-prestigious-honor>
- The Renton Reporter, March 7, "RTC student named new century scholar". <http://www.rentonreporter.com/community/249065451.html>

SOCIAL MEDIA

- Our Social Media presence continues to grow. Our Facebook page is up to 1833 "Likes" up from 1695 in February. There has been a significant jump in the past year alone. In March of 2013, there were 485 Likes.
- We currently have 400 followers on Twitter. This is up from 388 followers in January.

PUBLICATIONS

- Copies of the 2014 spring class schedule have been distributed to the following libraries: Renton, Renton Highlands, Skyway, Issaquah and Covington.
Additionally, the class schedules have been dropped off at the Renton, Auburn and Seattle WorkSource centers. The Renton WorkSource center has an entire corner of their office dedicated to RTC marketing materials. We have an entire wall there stocked with brochures, class schedules and program information cards.
- The College's Graphic Designer and Website & Portal Administrator are continuing to revamp the College program information cards and brochures.
- The updated College Catalog can be found online here: <http://www.rtc.edu/StudentServices/CourseCatalog/>

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
March 18, 2014

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

SUBJECT: **A. Student Leadership**

BOARD CONSIDERATION

Information

Action

BACKGROUND

Robert Taylor, President of the Associated Student Government will report on recent activities of the Student Government.

RECOMMENDATION:

None.



Student Leaders Attend NW Student Leadership Conference (Portland, OR)

Twenty-three (23) RTC Students joined hundreds of other student leaders February 21-23 at the NW Student Leadership Conference, organized by the Oregon Students Association. They attended leadership development workshops and listened to keynote speakers, including Belva Davis (the first black female TV journalist in the West) as well as two organizers of the Occupy Wall Street Movement, who shared their insights of the power of students to affect change at the community level.

All students submitted assessments of what they learned and a few highlights include:

- I learned that RTC students have more control over student fees than a lot of other colleges.”
- “I learned that I have the ability to be a positive leader and I want to be an ASG officer next year.”
- “I learned conflict negotiation skills and now I can help find solutions to problems for my team.”
- “This conference inspired me to not be afraid to lead bigger tasks with event planning.”
- “I learned strategies to recruit more students to join senate and how to find my replacement for next year!”



New Community Spaces for Students in C Building

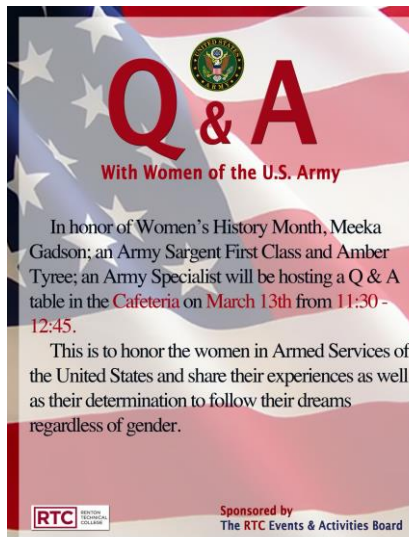
Last year, the ASG partnered with the RTC Facilities Council to co-fund student “hang-out” space in the main hallway of the C Building and inside the Learning Resource Center. The furniture was recently installed and students are already using it well!



Highlights of March Events

The Events & Activities Board has organized the following events for March:

- International Women's Day "I Honor You Because..." Flower Sale (3/6)
- RTC Night at the Thunderbirds Hockey Game (3/14)
- Women in Armed Services Documentary and Panel Discussion, featuring RTC student veterans
- St. Patrick's Day Ice Cream Floats (3/18)
- Stress Free Zone with free massages, tea and stretching exercises (Finals Week)



Phi Theta Kappa Chapter Chartering Underway

This spring, RTC will charter a chapter of Phi Theta Kappa, International Honor Society of the Two-Year College. This organization, founded in 1918 recognizes and encourages academic achievement of two-year colleges and provides opportunities for individual growth through participation in society programs.

The chartering process will be led by Nick Madison, RTC Computer Science Student and New Century Scholar; Tim Culler, Computer Science Faculty Member, has enthusiastically agreed to serve as the chapter's advisor. The chartering ceremony and first induction ceremony for new members is currently scheduled for Tuesday, June 2. More details will be shared with BOT members next month.

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Board of Trustees Meeting
March 18, 2014

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

SUBJECT: **B. Renton Federation of Teachers**

BOARD CONSIDERATION

Information

Action

BACKGROUND

President of the Renton Federation of Teachers, De Etta Burrell will report on recent activities of the faculty.

RECOMMENDATION:

None.

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March 18, 2014

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

SUBJECT: **C. Board of Trustees**

BOARD CONSIDERATION

Information

Action

BACKGROUND

1) Commencement Speaker Recommendations

President Hanson and Board Chair McAbee will lead discussion on options for a speaker at our Commencement Ceremony on June 26, 2014.

2) TACTC Spring Conference

The TACTC Spring Conference is scheduled to take place May 15-16, 2014 at Red Lion Yakima. Please let Di know if you plan to attend.

RECOMMENDATION:

None.

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

SUBJECT: **D. President**

BOARD CONSIDERATION

Information

Action

BACKGROUND

President Hanson will provide a report to the trustees on the following topics:

- 1) WACTC Presidents meeting
- 2) Legislative Update
- 3) League of Innovation Conference

RECOMMENDATION:

None.

Renton Technical College
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AGENDA ITEM: **5. DISCUSSION/REPORTS**

SUBJECT: **E. Instruction**

BOARD CONSIDERATION

Information

Action

BACKGROUND

The MART program Instructors, John Campbell and Paul Baeder, will present the highlights of student accomplishments and successes in the areas of placement, job testimonials, and SkillsUSA. This will include the support of the Advisory Committee and industry as a whole, in regards to donations, volunteerism and student awards/recognition. The presentation will share the different improvements to the program facility and students in action.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
March 18, 2014

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

SUBJECT: **E. Student Services**

BOARD CONSIDERATION

Information

Action

BACKGROUND

- 1) Vice President Pelkey will provide an update on website redevelopment.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
March 18, 2014

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

SUBJECT: **G. Administration/Finance**

BOARD CONSIDERATION

Information

Action

BACKGROUND

1) Operating Funds Budget Status Report

Vice President Merrell will update trustees on the operating funds budget status for the periods ending January 31, 2014.

RECOMMENDATION:

None.

Renton Technical College
2013-2014 Operating Funds Budget Status Report
for the 7 months ending January 31, 2014

	2013-2014			2012-2013		
	2013-14 Budget	Actual YTD 13-14 1/31/2014	YTD % of Budget	Annual 2012-13 Actual	Actual YTD 12-13 1/31/2013	YTD % of Annual Actual
Revenues Reported by Source						
State Allocation	15,623,995	10,485,914	67.1%	15,052,341	9,991,640	66.4%
Tuition	8,436,032	4,361,444	51.7%	6,839,651	4,464,782	65.3%
Local Dedicated Funds	1,559,442	943,227	60.5%	1,725,250	953,008	55.2%
Grants & Contracts	3,350,404	1,416,326	42.3% A	3,845,894	1,744,878	45.4%
Financial Aid/Scholarships	12,010,212	5,030,417	41.9% B	8,486,032	5,367,604	63.3%
Enterprise Operations	3,098,280	1,899,489	61.3%	2,771,982	1,676,244	60.5%
Interest Income	20,000	1,754	8.8% C	9,238	18,478	200.0%
Total Revenue by Source	\$ 44,098,365	\$ 24,138,570	54.7%	\$ 38,730,388	\$ 24,216,633	62.5%
Expenditures by Object						
Salaries	16,911,701	9,598,486	56.8%	15,936,966	8,899,130	55.8%
Benefits	5,564,621	3,194,654	57.4%	5,189,376	2,991,957	57.7%
Goods & Services	7,344,444	3,601,428	49.0%	7,362,988	3,610,725	49.0%
Travel	206,350	100,288	48.6%	201,691	93,541	46.4%
Equipment, other	886,850	998,786	112.6% D	1,799,820	1,596,462	88.7%
Financial Aid/Scholarships	11,947,022	6,119,999	51.2%	8,739,580	6,469,289	74.0%
Total Expenditures by Object	\$ 42,860,988	\$ 23,613,641	55.1%	\$ 39,230,421	\$ 23,661,104	60.3%
Contribution to (Depletion of) Reserve	\$ 1,237,377	\$ 524,930		\$ (500,033)	\$ 555,529	
	2013-14 Budget	Actual YTD 13-14 1/31/2014	YTD % of Budget	Annual 2012-13 Actual	Actual YTD 11-12 1/31/2013	YTD % of Annual Actual
Expenditures by Program						
Instruction	16,108,131	8,223,054	51.0%	14,879,542	8,462,113	56.9%
Academic Support	2,083,871	1,517,123	72.8% E	2,182,138	1,370,387	62.8%
Financial Aid/Scholarship	11,730,800	5,602,328	47.8% F	8,485,227	5,916,162	69.7%
Student Services	2,639,165	1,759,588	66.7%	2,780,790	1,731,218	62.3%
Institutional Support	4,732,996	2,783,571	58.8%	4,696,988	2,453,112	52.2%
Plant Operations & Maintenance	2,707,745	2,098,168	77.5% G	3,113,918	1,863,231	59.8%
Enterprise Operations	2,858,280	1,629,808	57.0%	3,091,817	1,864,882	60.3%
Total Expenditures by Program	\$ 42,860,988	\$ 23,613,641	55.1%	\$ 39,230,421	\$ 23,661,104	60.3%

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AGENDA ITEM: 6. MEETINGS

SUBJECT:

BOARD CONSIDERATION	
X	Information
	Action

BACKGROUND:

The next regular scheduled meeting of the Board of Trustees will be held on April 15, 2014.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
March 18, 2014

AGENDA ITEM: 7. EXECUTIVE SESSION

SUBJECT:

BACKGROUND:

A) An Executive Session may be held for any topic allowable under the Open Public Meetings Act;
RCW 42.30.110.

BOARD CONSIDERATION

Information

Action

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
March 18, 2014

AGENDA ITEM: 8. EXECUTIVE SESSION

SUBJECT: A. Action

BOARD CONSIDERATION

Information

X Action

BACKGROUND:

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

RECOMMENDATION:

None.

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

SUBJECT:

BACKGROUND:

BOARD CONSIDERATION

Information

X Action

RECOMMENDATION:

Motion required.