



Board of Trustees
Regular Meeting
Board Room, Room 202
April 13, 2010
4:00 p.m. – Regular Session

Minutes

1. CALL TO ORDER

The meeting was called to order at 4:00 p.m. by board chair, Trustee Behnke. It was noted that trustees Cathy McAbee, Tyler Page, and Ira SenGupta were present and a quorum was established. Trustee Behnke led the flag salute.

2. ADOPTION OF MINUTES

Trustee Behnke asked for the approval of the March 9, 2010 regular board meeting minutes.

It was moved by Trustee Page and seconded by Trustee SenGupta to approve the March 9, 2010 Regular Board meeting minutes as presented. Motion carried.

3. COMMUNICATIONS

A. *Correspondence* An email from the Association of Community College Trustees for a Call for Nominations for the 2010 ACCT Awards was circulated for trustee information.

B. *General Information* There was no general information.

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

4. TRUSTEES

A. *Washington Federation of State Employees Contract Approval* Human Resource Development Director Glenda Mullowney was pleased to inform the Board of Trustees that the Washington Federation of State Employees membership had unanimously approved the July 1, 2009 – June 30, 2012 contract. She indicated that both the union and the college worked together to revise the contract to meet the needs of the college and the union. A summary of the contract changes for 2009-2012 was presented.

Following a brief discussion, it was moved by Trustee SenGupta and seconded by Trustee Page to approve the Washington Federation of State Employees contract for the period of July 1, 2009 – June 30, 2012 as presented. Motion carried.

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- B. *Board of Trustees Budget for 2010-2011* Vice President for Administration and Finance Merrell presented an overview of the trustee's budget for fiscal year 2010-2011. She indicated with the board now having a full complement of trustees she had increased the areas of salaries and benefits. All other areas including professional development remained the same as 2009-2010.
- C. *ACCT National Legislative Summit Report, March 10-12, 2010* Trustee Behnke reported that there were three trustees from Washington State who were able to talk with legislators during the time of the Health Care debate. Trustees were able to speak with staffers regarding funding issues at the two year college level. Trustee Behnke presented a one page outline on the usage of Perkins Funding at Renton Technical College.
- D. *TACTC's Spring Convention, Wenatchee, May 20-21, 2010* Trustee participation at the May 20-21, 2010 TACTC Spring Convention will include Board Chair Ronnie Behnke and Trustees Cathy McAbee, Tyler Page and Kirby Unti. Trustee Page announced that he has been elected as the TACTC Treasurer for the coming year.
- E. *ACCT 2010 Annual Congress, Toronto, Canada October 20-23, 2010* Board Chair Behnke announced that she has been asked to serve as a Sergeant-at-Arms during the Senate Meeting and Regional Caucus at the October ACCT Congress in Toronto, Canada.
- F. *Board's Self-Evaluation Process* Trustees discussed with new trustee Cathy McAbee the development of the current self-evaluation instrument and the length of time the instrument has been used. Following this discussion, trustees elected to review the process and the instrument at the Board of Trustees retreat.
- G. *President's Evaluation* Trustees discussed several options to the president's evaluation timeline and suggested a number of changes in the evaluation process. Further discussion will be needed.
- H. *Graduation Speaker Recommendations* President Hanson and trustees discussed and made recommendations on the selection of a graduation speaker for the August 12, 2010 ceremony.
- I. *ITV Conference, TACTC Legislative Action Committee* Trustees were reminded of the TACTC Legislative ITV Conference that will be held on Tuesday, April 27th. Renton Technical College will be a host site.

5. **PRESIDENT'S REPORT**

- A. *Budget Reductions* President Hanson provided information on the 2009-2011 Biennium Operating Budget as developed by the State Board for Community and Technical Colleges. He outlined the 2010 Supplemental changes in the Senate and House proposals indicating that additional Opportunity Grant funding was great for students.

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- B. *WACTC Report* President Hanson was pleased that Renton Technical College's All-USA Academic Team winners Edwin Heredia-Barrios and Shalayne Kemp were present at the ceremony in Olympia on March 25th where students were honored for their academic success and community service. Each student shared this recognition with family as Governor Gregoire presented students with \$750 scholarship awards and a plaque.
- C. *Achieving the Dream Update* President Hanson was pleased to report that the Achieving the Dream Coaches visited Renton Technical College on April 12 & 13, 2010 to review the progress on Renton Technical College's outcomes. He indicated that the college was on track to meet its goals and would submit its annual report at the end of April.
- D. *Strategic Plan ~ Support Diversity Throughout the College* Director for Human Resource Development Glenda Mullooney, Dean John Chadwick, and Vice President Jon Pozega provided extensive information on *Renton Technical College Diversity Report* including:

total workforce profile	focus groups
student demographic profile	student retention
student withdrawal data	follow-up interviews with former students
program diversity	student withdrawal information

The Diversity Team's next steps include (1) more effective orientations including training and web-based resources, (2) improving communications between departments, and (3) reviewing the consultant's report and college EEO/AA data including cultural competency resources and (4) training for all faculty and staff.

6. **INSTRUCTION**

- A. *General Education Presentation* Peggy Moe, Dean for Business Technology and General Education outlined offerings in General Education which included the Natural Sciences, Social Sciences, Communication & Humanities, and Mathematics. Specific information on educational background and experience was provided for each instructor.

Dean Moe reported that overall enrollment has grown for the past five years with a major increase in fiscal year 2009-2010. Also reported was information on the Natural Sciences as having the largest enrollment at 40% of the total General Education enrollment, Mathematics and Communication & Humanities at 23% respectively followed by the Social Sciences at 14%. Additional information on the financial contribution to the college was provided for fiscal year 2008-2009.

7. **RENTON FEDERATION OF TEACHERS**

- A. *Faculty Report* RFT President Rick Giest reported that overall the faculty is very pleased with the new leadership on campus. He indicated that there was more communication between faculty and the president and vice presidents. President Giest indicated that safety issues are being resolved, an evacuation plan is being developed, and RFT concerns are being addressed.

8. **STUDENT SERVICES/PUBLIC SAFETY & SECURITY**

- A. *Financial Aid Yearly Report* Director Debbie Solomon reported on how the financial aid office has been overwhelmed due to the shortage of jobs and people enrolling at Renton Technical College to retrain. She commended her staff for their dedication to the students even with the many personnel changes that have occurred in the financial aid office during the past few months. Currently there are several Grant funds that are out of money and the college will see a cut in State Work Study funding.

Director Solomon also spoke to the major change within the Financial Aid Department with the implementation of the new Direct Student Loan program. This legislation resulted from President Obama's Healthcare initiative that will result in additional responsibilities in the financial aid office. Staff will now be responsible for initiating the student's promissory note, submitting the loan to the Department of Education for approval, creating the disbursements in house, and reconciling the funds at year end.

- B. *Enrollment Report* Vice President Pozega reviewed the Spring quarter 2010 enrollments and indicated that the college should meet its enrollment requirements for 2009-2010.
- C. *Public Information* Information was provided on recent press releases, media releases, advertising, marketing, publications and community relations.
- D. *Public Safety Report* Director of Public Safety Elman McClain reported that the draft of the Renton Technical College Emergency Preparedness Policy should be submitted to the President's cabinet by May 1, 2010. This will be followed by a revision to the Renton Technical College Emergency Response procedure by mid May 2010.

Director McClain also reported that one bid has been received regarding the replacement of the handheld radios.

9. **ADMINISTRATION/FINANCE**

- A. *Administrative Report* Vice President Merrell reviewed with trustees the personnel activity for the period ending March 31, 2010.
- B. *Source/Use of Funds* Vice President Merrell provided information on the revenues and expenditures as of February 28, 2010, compared to the same period in the prior two fiscal years. Not included in this report are the self-supporting areas including grants and contracts, abatement programs, bookstore, food services, childcare, and financial aid. This report is a regularly scheduled report for trustees' information.

10. **EXECUTIVE SESSION**

An executive session was not held.

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11. **MEETINGS**

The next meeting of the Board of Trustees will be held on May 11, 2010.

12. **ADJOURNMENT**

At 6:40 p.m. it was moved by Trustee Page and seconded by Trustee Unti to adjourn the regular meeting. Motion passed.

RONNIE BEHNKE, Chair
Board of Trustees

STEVEN J. HANSON, Secretary
Board of Trustees