



**Board of Trustees Regular Meeting
Board Room I-202**

**February 19, 2013
7:30 a.m.**

Minutes

1. CALL TO ORDER

The meeting was called to order at 7:30 a.m. by Board Chair, Trustee Kirby Unti. Trustee Unti led the flag salute.

2. ADOPTION OF MINUTES

A. Trustee Unti asked for corrections and/or additions to following minutes:

January 15, 2013 Regular Meeting

Trustee Page introduced a motion to approve the January 15, 2013 meeting minutes as presented. Trustee Palmer seconded, and the motion carried.

3. ACTION ITEMS There were no action items to approve.

4. COMMUNICATIONS

A. *Correspondence* There was no correspondence for public reading.

B. *General Information*

President Hanson and Trustee Unti shared an information request for a joint meeting with the Kent School District Board of Directors and the RTC Board of Trustees, at Kentlake High School in Covington. This meeting would solidify the partnership and signing of the Memorandum of Understanding between the Kent School District and RTC in support of *Kentlake Medical Pathways: College in the High School* and *RTC – Kentlake Campus Annex*. Trustees were polled for their availability; it was determined that the evening of March 20, 2013 would work for most. More information will follow as the date and time are confirmed with Kent School District.

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

D. *College Relations Report* President Hanson noted the written report. We have hired Kendra Smith as the new Communications and Marketing Director. Ms. Smith will start on February 25, 2013, and will be invited to the March Board meeting for introduction to the Trustees. Interviews for The Foundation Director were completed last week. Information will be shared as soon as the Director hire is confirmed.

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- E. *Human Resource Development Report* The written report included personnel activity for the month of January, 2013. There were no questions.

5. **DISCUSSION/REPORTS**

- A. *Associated Student Government* President of the Associated Student Government, Christy Hernandez advised the Trustees that the ASG Sponsored Campus Events and the February Student Engagement *eNews* were included in their materials today. There will be a Lantern Lion dance scheduled at lunch on February 25. Ms. Hernandez shared that this was her last quarter at RTC, and Danny Copeland has been appointed as interim ASG President. Today's meeting will be the last meeting for Ms. Hernandez and she thanked the trustees for their encouragement and support of ASG. Trustee Unti thanked Ms. Hernandez for her passion and dedicated work in the transformation of the school with student government and leadership.

B. *Trustees*

- 1) Tenure Considerations President Hanson informed the trustees that the tenure notebooks were available. There are three tenured candidates, and movements include one faculty moving from second to third year, and four faculty moving from first to second year. Tenure actions will take place next month.
- 2) Foundation Liaison Report Trustee Palmer reported that the Foundation Breakfast held in February was a great success; raising approximately \$13,000. It was exciting to have had a theme that means something to Aerospace. The video that shared RTC Programs was perfect. The next scheduled event will be the RTC Foundation Dinner & Silent Auction on April 12, 2013. Your participation is encouraged.
- 3) TACTC Winter Conference/Legislative Reception Report Trustee Unti commented and thanked all trustees for their participation at the conference. The highlight of the winter conference is the Transforming Lives awards dinner; the system is doing remarkable things with this award. The Legislative reception was a great opportunity for continuing discussions with legislators and other trustees from GRCC and HCC.

- C. *Web Redevelopment* IT Director, Mary Kay Wegner shared information about the progress of the web-redevelopment, and project goals. Goals include strengthening the college's reputation, enhancing internal communications, addressing unmet needs, improving the effectiveness of the college website, improving operational efficiencies, and maintaining efficient and effective web administration. We are looking to accurately reflect "the best kept secret" in RTC. The discovery process is complete, and using SharePoint 2013 as the base, the development stage is in progress. A "sneak peek" was provided, showing four different scenarios of what the site may look like. The anticipated kick-off will be early summer quarter.

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- D. *Renton Federation of Teachers* President of the Renton Federation of Teachers, De Etta Burrell informed the trustees that the faculty is working to organize a trip to Olympia on February 27; to include some faculty members and approximately twenty students. The discussion points will be budget issues, and concerns about tuition increases.
- E. *President's Report* President Hanson announced that Ian Anderson, an RTC student who recently completed the Aerospace Certificate program was selected to speak and introduce Governor Inslee at the Governor's Working Washington Agenda press conference on February 13. There were many accolades given to RTC and the Governor mentioned Ian several times during his news conference. Governor Inslee will not submit a budget, but will instead roll-out proposals. The Workforce plan comes in five focus areas, and includes high school initiatives; requiring collaboration with K-12. President Hanson will meet with the interim Superintendent at Renton School District regarding collaboration. There is an emphasis on Aerospace, which will give us an advantage for funding. Governor Inslee has begun to use the Aerospace Pipeline recommendations (which are data driven) in his rollout information. This is great for Aerospace, the Pipeline Committee, and Alex Pietsch. Prior to the TACTC Conference, President Hanson met with five legislators; all of whom had been briefed on the importance of the Governor's workforce plan.
- The ctcLink contract has been awarded. A schedule for implementation will be rolled-out soon. This will be a huge transformation for RTC. If the Central Puget Sound Aerospace Training Center in Renton is funded, it would take about two years to move students to the new facility.
- F. *Instruction* Vice President Heilstedt recently attended the Achieving the Dream conference in Anaheim; a report will follow under the Student Success portion of the meeting.
- G. *Administration/Finance Report* As a regular report to the Board of Trustees, Vice President Merrell provided information on the revenues and expenditures for the period ending December 31, 2012.

6. **STUDENT SUCCESS**

The Achieving the Dream Conference was held in Anaheim, California February 5 – 8, 2013. There were thirteen staff and faculty who attended from RTC. The conference tied very well with the Title III Grant and Student Success. The opening keynote speaker was an undocumented student from Honduras, who now attends college in North Carolina, which left no dry eyes in the audience. Vice President Heilstedt will look for a link to the speech on the website for Achieving the Dream and forward it. There was an empowering faculty session on professional development; which has been thought provoking about professional development for our campus. Currently, the faculty has the opportunity to request professional development each year. What will help faculty to have an impact on student success in the classroom; from training sessions to positively impacting student success in the classroom? Another session was about the use of case studies and was given by a Professor from Harvard. He likened case studies to peeling back the layers of an

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onion; what you know, what you infer, what you don't know and how to pull it together. RTC staff delivered a presentation as well; Michele Lesmeister, De Etta Burrell, Leslie Lehnhoff and Marty Heilstedt presented on the College's experience with Reading Apprenticeship, and did a terrific job! RATS has not only affected the students on campus but also the faculty. There were about 50 people in attendance at the session. Many accolades followed the session. De Etta Burrell added that she was impressed by keynote speaker, Jose Mendolina from Mexico City. He was the type that ran into the audience and grabbed you; trying to motivate faculty. It was a great morale booster. There was a big push for the flipped classroom; content direct teaching in the classroom and homework on-line. Flipped meetings would also be interesting. In general the conference was a great experience. The trustees made note that they would be interested in seeing the presentation by RTC faculty and staff. The trustees want the faculty to continue with professional development that will allow them to learn new methods to improve student success. They recognize that the faculty carries a heavy load; six hours per day, and hope the 11-week quarter schedule will help move into better opportunities of this nature. Trustee Unti encouraged the thought of RTC hosting a summit for the community.

7. **MEETINGS**

The next Board of Trustees meeting is scheduled for March 19, 2013.

8. **EXECUTIVE SESSION**

At 9:20 a.m. the trustees entered into executive session for 20 minutes to review the performance of a public employee.

At 9:40 a.m. the trustees returned to regular session.

9. **ACTION**

No action was taken as a result of the executive session.

10. **ADJOURNMENT**

It was moved by Trustee Unti to adjourn the Board of Trustees' meeting at 9:42 a.m. Motion carried.

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Board Retreat

Following the conclusion of its regular Board of Trustees meeting, the Trustees convened in Board Retreat format from 10:30 a.m. to 3:00 p.m. on February 19, 2013 at 3626 Lake Washington Boulevard, Renton, Washington; to discuss future strategies and planning for the College. Participants included Trustees Kirby Unti, Cathy McAbee, Tyler Page, Susan Palmer, Ira SenGupta, and President Steve Hanson. Dr. Gerald Pumphrey, former President of South Puget Sound Community College and Bellingham Technical College, facilitated the retreat.

KIRBY UNTI, Chair
Board of Trustees

STEVEN J. HANSON, President
Board of Trustees