



Renton Technical College

**Board of Trustees
Regular Meeting
Roberts Campus Center Board Room, 202
February 7, 2012 - 4:00 p.m.**

Minutes

1. **CALL TO ORDER**

The meeting was called to order at 4:04 p.m. by Board Chair, Trustee Tyler Page. A quorum was established. Trustee Page led the flag salute.

2. **ADOPTION OF MINUTES**

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

January 3, 2012 Regular Meeting - Trustee Palmer made a motion to approve the January 3, 2012 regular meeting minutes as presented. The motion was seconded by Trustee McAbee, and the motion carried.

3. **COMMUNICATIONS**

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

B. *General Information* President Hanson shared information with the trustees about the All USA Academic Team program and introduced the 2012 RTC representatives; Kevin Kimmel, of the Computer-Science program, who graduated in January, 2012 and Thad Stevens of the Nursing program, scheduled to graduate in September 2013. President Hanson informed the trustees that he would be in attendance at the All-Washington Academic Team recognition ceremony in Olympia on March 22, 2012. Both students shared information about their experience in their programs and thanked their instructors for their support. Trustee Page congratulated Mr. Kimmel and Mr. Stevens, on behalf of the trustees, thanked them for coming to the meeting and wished them well in the next level of this program.

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

4. **COLLEGE RELATIONS**

A. *Public Information* President Hanson advised the trustees that this is a written report. Susanna Williams, College Relations/Foundation Director will be asked to join the meeting on a quarterly basis.

5. **RENTON FEDERATION OF TEACHERS**

- A. *Faculty Activities* Rick Geist, president of the Renton Federation of Teachers informed the trustees that AFT and the RFT e-Board are sponsoring the registration fees for 26 Nursing students to attend Nurse Legislative Day in Olympia in February. We continue to work on legislative visits to Olympia. Student messages are having the most impact in Olympia. The faculty voted to approve the Tenure Buyout offered by the college. The faculty are very anxious over the budget and possible program cuts. We continue to work on rumor control and anxiety levels. The communication with President Hanson is good. He will be speaking with the faculty and staff at a Team meeting on February 13th. Classes are full, and the faculty are busy and working hard. AFT supports anything that does not cut and is revenue generating.

6. **ASSOCIATED STUDENT GOVERNMENT**

- A. Christy Hernandez, president of the Associated Student Government reported that all 34 CTC student government groups have formed a coalition legislative group called WACTSA. ASG is working to complete their financial code and mock budget, as well as assisting with many campus activities; Heart Awareness and Diversity Committee's Open Mic day in February, Childhood Matters Conference in April, purchase of a popcorn machine for campus events, ASG logo, and keeping the ASG student legislative video alive. Representative Orwall sent a letter of thanks to ASG Officer, Martin Nderi for his message about the State Need Grant and funding for higher education.

7. **INSTRUCTION**

- A. *Air Washington Introduction* Vice President Heilstedt introduced Mary Kate Richardson, Site Coordinator for the Air Washington Grant to the trustees. Ms. Richardson will be responsible for coordinating RTC's efforts with Spokane Community College who is the lead on the Air Washington Grant. She has been at RTC for three weeks, and has already completed the first quarterly report for the Grant.
- B. *AACC Workforce Development Conference Report* Vice President Heilstedt recently returned from attending the American Association of Community Colleges Workforce Development Institute, January 25-27 in Miami, Florida. He highlighted many of the keynote speakers and workshops attended, and how they applied or generated interest.

8. **STUDENT SERVICES**

- A. *Enrollment Report* Vice President Pelkey shared an updated Enrollment report dated February 3, 2012. He pointed to programs that may show a drop in enrollment at this time, explaining that many programs have varied start dates, and that a reasonable snapshot of the quarter's enrollment would be at the end of the quarter comparatively. Apprenticeships also fall into the same category, making it difficult

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to pinpoint enrollment. Even though the bottom line shows an average negative 13 percent enrollment, that figure will grow as we move through the quarter. We are paying attention and are mindful in our efforts to bolster enrollments. We are looking at a strategic enrollment plan and will continue to keep the trustees apprised of our progress in this regard.

Included with the meeting materials was SBCTC's Fall 2011 Enrollment Report for Washington Community and Technical Colleges. The state as a whole shows 4-5 percent declined enrollment. There was a 16 percent decline from Fall of 2010 in Worker Retraining, and a 10 percent decline in Adult Basic Skills, which allows no Federal funding. Online learning FTEs did grow 3 percent. This report provides an overall look of the state's declined enrollment from Fall 2010.

9. ADMINISTRATION/FINANCE

- A. *Operating Funds Budget Status Report* As a regular report to the Board of Trustees, Vice President Merrell provided information on the revenues and expenditures for the December 31, 2011.

10. HUMAN RESOURCES

- A. *Administrative Report* Director of Human Resource Development, Glenda Mullowney reviewed with trustees the personnel activity for the period ending January 31, 2012.

11. PRESIDENT'S REPORT

- A. *WACTC Report* President Hanson shared the Legislative Watch List as of February 2, 2012. He highlighted the following Bills:
- HB 2292 sponsored by Representative Maxwell – Aerospace Student Loan Program, which includes RTC in the aerospace training student loan program.
 - HB 2368 sponsored by Representative Seaquist – Requires each board of trustees to include one labor member.
 - HB 2483/PSSB 6232 sponsored by Representatives Seaquist and Kilmer – Creates the Student Achievement Council (SAC) as a state agency to replace the HECB. Two versions; Executive Director to be appointed by SAC or by the Governor. The Governor feels strongly about appointing the Executive Director of this Council.
 - SHB 2585/SSB 6401 sponsored by Representatives Springer and Tom – Exempts institutions of higher education from certain competitive contracting requirements for goods and services, allowing more flexibility. The SBCTC has sent a list of specifics on this proposal.

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- SSB 6269 sponsored by Representative Becker – Creates the Council for Higher Education (CHE), to replace the HECB. The WACTC Presidents favor this as a replacement to the HECB.

The WACTC group is looking at student achievement initiatives. Vice President Heilstedt is a member of this advisory group. This committee will be looking at performance measures, principals for incentive funding, and overall principals for accountability and performance funding.

Enrollment Rules are a legislative target. There has been discussion about adjusting the targets. The Business Affairs Commission (BAC) will recommend no change to the rules. Currently, a college must meet 96% of target in two-years. If the target is missed there is a one-year recovery period before the college is rebased.

The Presidents have concerns about the ctcLink implementation process. Some steps may need to be moved up.

- B.** *State Budget* President Hanson shared with trustees that the Governors proposed budget included \$160M cut to Higher Education; \$75M to Community and Technical Colleges and \$85M to Baccalaureate Institutions. There has been further discussion in the legislature that this cut could be as high as \$100-200M. A suggestion out of the legislative session was that the two higher education tiers meet to discuss where cuts should happen. There is no indication that this will occur. The next revenue forecast is due on February 16th. The Senate and House budgets should follow within 2-3 days. We may know something by May. Today, Senator Ed Murray announced a proposal for sales tax and capital gains tax.

President Hanson discussed the State Allocation model and shared three graphs outlining the variances of dependency on State funding. The first graph; Dependency by Fund showed the system average, the College most dependent on State funding, which is RTC and the College least dependent on State funding, Edmonds. Edmonds has positioned themselves heavily in International Programs. Because of RTC's dependency on state funding, allocation reductions impact RTC much more heavily than other CTC's. The other two graphics showed comparisons of Colleges by Source of Funds in General and Dedicated funds. The implementation of Direct Transfer Awards will improve our FTEs. We should also see an increase in our FTE percentage next year, due to DOL grants and other measures.

Technical College Presidents will be meeting on our campus on February 9th to look for ways to partner and maximize enrollments.

We have been getting legislators on campus – which provides a strong message to them in support of technical higher education.

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12. **TRUSTEES**

- A.** *Tenure Considerations* President Hanson informed the trustees that the tenure notebooks were available for their review. Tenure actions will be taken at the March 7, 2012 Board of Trustees meeting.
- B.** *TACTC Winter Conference/Legislative Dinner* Board Chair Page asked the trustees to share their views about the TACTC Winter Conference and Legislative Dinner held in Olympia on January 22-23, 2012.

Trustee Page: The opportunity to meet new trustees in the system is always a pleasure. The value of communication from other trustees is very crucial to our legislative message. The Transforming Lives Awards dinner on Sunday was very powerful. RTC's award winner Monica Stone and her mother were present, as well as ASG President, Christy Hernandez. The Legislative dinner was well attended. We heard primarily from Republican representatives with a fairly high commitment to higher education.

Trustee Palmer: The new trustee orientation was very helpful. It has helped me define the process and expectations.

Trustee McAbee: It was great to hear about ctcLink and the flexibility of WGU Washington.

Trustee Unti: The level of uncertainty in Olympia is insane. The most critical pathway is RTC, and we need to sell, leverage and celebrate it. President Hanson is highly respected by legislators in Olympia. I am very proud to be associated with RTC.

13. **EXECUTIVE SESSION**

Trustee Page called for executive session at 6:10 p.m. for 15 minutes, to discuss the performance of a public employee. At 6:25 p.m. the trustees returned to executive session. No action from the executive session was taken.

14. **MEETINGS**

The next Board of Trustees Meeting is scheduled for March 6, 2012. There was discussion about a change in date for the April meeting, as President Hanson is scheduled to be off-campus. The suggested date was April 11, 2012. A poll will be taken via e-mail for availability and any action to change the date for April take place during the March meeting.

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15. **ADJOURNMENT**

It was moved by Trustee Page to adjourn the Board of Trustees' meeting at 6:30 p.m. Motion carried.

TYLER PAGE, Chair
Board of Trustees

STEVEN J. HANSON, President
Board of Trustees