



**Board of Trustees  
Regular Meeting  
Roberts Campus Center Board Room, 202  
January 3, 2012 - 4:00 p.m.**

**Minutes**

**BOARD STUDY SESSION**

Vice President Heilstedt led the trustees through a presentation explaining the process the college used in determining where potential instructional program reductions will be made, if required due to significant budget cuts in state funding. His discussion highlighted: history of the 2009 program reductions and guiding principles; the current committee and tasks in establishing comparison criteria and sub criteria; indicators and weights of measures; the program matrix and its test use; and the summary and roadmap of the committee.

**1. CALL TO ORDER**

The meeting was called to order at 4:03 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:

**December 13, 2011 Regular Meeting** - Trustee Palmer made a motion to approve the December 13, 2011 regular meeting minutes as presented. The motion was seconded by Trustee SenGupta, and the motion carried.

**3. COMMUNICATIONS**

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

B. *General Information*

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. President Hanson highlighted the exceptional

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National award received by Instructor, Don Mee Choi; *The Whiting Writers' Award for Poetry*.

**5. RENTON FEDERATION OF TEACHERS**

- A. *Faculty Activities* Rick Geist, president of the Renton Federation of Teachers informed the trustees that the faculty would be voting on the Tenure Buyout on Monday. We continue to work on legislative visits. The faculty is busy with the start of the new quarter.

**6. 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 November 30, 2011.

**7. HUMAN RESOURCES**

- A. *Administrative Report* Director of Human Resource Development, Glenda Mullowney reviewed with trustees the personnel activity for the period ending December 30, 2011.

**8. STUDENT SERVICES**

- A. *Enrollment Report* Vice President Pelkey informed the trustees that since today is the first day of the quarter, the enrollment report does not properly reflect current quarter enrollments. Enrollment data includes registration for returning students, drop lists, wait lists but Apprenticeships don't post until further in the quarter . Since this meeting is taking place only three weeks from the December meeting we believe that an enrollment report at the February 7<sup>th</sup> meeting will be more reflective of enrollment. The change to financial aid appears to have been navigated with students successfully. RTC Financial Aid staff is exceptional.

**9. PRESIDENT'S REPORT**

- A. *Monthly Activity* President Hanson informed the trustees that the legislature adjourned two days following the last meeting:
- Action taken in the special session addressed \$480 million of the \$1.6 billion biennial shortfall, leaving the remainder of the shortfall to be addressed in the regular 60-day session.
  - The Democrats want to put a package together following the governor's proposal.

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- The State Board Efficiency report will be a big topic of the session. There is also a proposition for an Office of Student Achievement, which would replace the HEC board and coordinating board for K-12.
- During the last day of the special session, RTC was added, as the only college, with the ability to access Aerospace Funding available from legislation to students for training. This was a complete surprise, as these funds were initially only made available to the WATR Center for training.
- Elman McClain, Public Safety Director has decided to accept a like position at Seattle Central and will be leaving RTC effective, January 17, 2012. President Hanson and the Board thanked Elman for his continued service and wished him luck in his new role.
- Congressman Jay Inslee will be on RTC's campus on Friday, January 6, 2012. We will follow a similar format for class tour and faculty, student dialogue as was used when Rob McKenna visited campus in November.

### 10. TRUSTEES

- A.** Vice President Merrell informed the trustees that the RTC Foundation owes the College \$120,408.15 for the services of the previous Foundation Directors. The College began covering 100% of the cost of the Foundation Director as of October 1, 2010. The Foundation is requesting that this receivable balance be written off over time. For fiscal year 2010-11, the Foundation provided \$79,283 in scholarships and other support to the College and the College provided \$51,766.08 in support to the Foundation. Thus the write off amount based on FY 2010-11 would be \$27,516.92. Each year an analysis will be done and any overage provided by the Foundation will be used to write off the outstanding receivable balance.

Trustee McAbee made a motion to approve the write off of the \$120,408.15 receivable over time as allowed per the quid pro quo agreement between the College and the RTC Foundation. The motion was seconded by Trustee Palmer, and the motion carried.

- B.** *TACTC Winter Conference/Legislative Dinner* Board Chair Page reminded the trustees about the TACTC Winter Conference scheduled in Olympia on January 22-23, 2012. Being in Olympia allows the opportunity for the legislative dinners and connections with legislative representatives. Chair Page was pleased to see full Board participation at this these venues.

### 11. EXECUTIVE SESSION

No executive session was held.

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**12. MEETINGS**

The next Board of Trustees Meeting is scheduled for February 7, 2012.

**13. ADJOURNMENT**

It was moved by Trustee McAbee to adjourn the Board of Trustees' meeting at 4:45 p.m. Motion carried.

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TYLER PAGE, Chair  
Board of Trustees

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STEVEN J. HANSON, President  
Board of Trustees