



MINUTES

1. CALL TO ORDER

The meeting was called to order at 7:30 a.m. by Board Chair, Trustee Cathy McAbee. A quorum was established. Trustee McAbee led the flag salute.

2. ADOPTION OF MINUTES

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

May 20, 2014 Regular Meeting
May 22, 2014 Special Meeting
June 2, 2014 Board Study Session

Trustee Unti introduced a motion to approve the May 20, 2014, May 22, 2014 and June 2, 2014 meeting minutes as presented. Trustee Palmer seconded, and the motion carried.

3. ACTION ITEMS

A. *Tenure Advancements*

President Hanson informed the trustees that there were no concerns relative to the advancement of either faculty member recommended for advancement. Trustee Page noted the inclusion of student comments one of the tenure committees applied themselves very diligently. President Hanson affirmed the challenge in recruiting students to tenure committees, and indicated the plan to continue the presence of student representatives.

1) *Faculty Advancements Second to Third Year*

*After giving reasonable consideration to the recommendations of the tenure review committee and all other recommendations, Trustee Palmer, introduced a motion that **Amy Kinshella** be promoted from the second to the third year of probation effective July 8, 2014. Trustee Page seconded, and the motion carried*

2) *Faculty Advancements First Year to Second Year*

*After giving reasonable consideration to the recommendations of the tenure review committees and all other recommendations, Trustee Unti introduced a motion that **Lynn-Dee Spencer** be promoted from the first to the second year of probation effective July 8, 2014. Trustee SenGupta seconded, and the motion carried.*

B. College Budget

Vice President Merrell was pleased to present the 2014-15 college budget to the trustees for approval. She thanked the trustees that were able to participate in the budget meetings, and shared the information in the cover memo from President Hanson for the proposed operating budget for fiscal 2014-15. The College's operating budget is \$41,375,886, a decrease of \$1.9 million from fiscal year 2013-14. The capital budget is \$1,573,900. There will be no increase in our resident tuition rates. However, RTC administrators decided to implement a one dollar (\$1.00) per credit technology fee which was previously approved by the Board. This new fee will bring in approximately \$75,000 for fiscal year 2014-15. Our state FTE allocation for 2014-15 is 3,848 FTEs which includes 258 Worker Retaining FTEs. This budget contains a reserve of only \$605. Any carryover funds at the close of 2013-14 will be used to fund the purchase of instructional equipment, capital projects not included in the state's allocation, and other projects deemed necessary to carry out the mission of the college. Currently, the college maintains an investment balance of \$3.2 million.

Trustee Palmer introduced a motion to approve the 2014-15 college budget as presented. Trustee SenGupta seconded, and the motion carried.

C. Election of Officers

- 1) Trustees will elect a new Chair and Vice chair for fiscal year 2014-15. Board Chair McAbee noted that the position of chair is an honor and does require some additional responsibilities.

Trustee Page introduced a motion to elect Trustee Palmer to the position of Board Chair for fiscal year 2014-15. Trustee SenGupta seconded and the motion carried.

Trustee Unti introduced a motion to elect Trustee McAbee to the position of Vice Chair for fiscal year 2014-15. Trustee SenGupta seconded and the motion carried.

- 2) Trustees will elect two representatives for the TACTC Legislative Action Committee (LAC).

Trustee Palmer introduced a motion to elect Trustee Page to the primary liaison position and Trustee SenGupta as the secondary representative until such time as her term expires. Trustee Unti seconded and the motion carried.

- 3) Trustees will elect liaisons for the RTC Advisory Council and the RTC Foundation.

Trustee Page introduced a motion to elect Trustee McAbee to the RTC Foundation liaison position and Trustee Unti to continue to serve on the RTC Advisory Council. Trustee SenGupta seconded and the motion carried.

4. COMMUNICATIONS

- A. Correspondence** Trustee McAbee reviewed published articles from the Renton Reporter. A letter from a member of the audience was shared with the trustees at the beginning of the meeting.
- B. General Information** President Hanson stated that there was no general information to report.
- C. Comments from the Audience** Five members of the audience (Gary Neill, ITEC Automotive Instructor; Debbie Crumb, Faculty Librarian; Curt Holman, Faculty Accounting Instructor; Peggy Moe, Dean of Business, Education and Technology; and Brian Thompson, Faculty Ford ASSET Instructor) individually addressed the Board of Trustees regarding their concerns associated with recent changes to the college leadership, and the stability of the college.
- D. Human Resources Report** The written report included personnel activity for the month of May, 2014. There were no comments or questions.
- E. Communications and Marketing Report** The written report was submitted. There were no comments or questions.
- F. Foundation Quarterly Report** Ms. Heather Winfrey, Foundation Director was present at the meeting to deliver a quarterly report, in addition to the written report. Ms. Winfrey thanked everyone for their continued support at the recent Foundation Dinner and Silent Auction. The event was a great success, with attendance by 240 people. Registrations, event sponsorships, auction sales and actives raised \$35,276, and \$44,728 in scholarship and endowment gifts was presented at the event. An additional \$16,000 in corporate matches from gifts and sponsorships at the event is also expected, as well as a donation from the Grainger Foundation that will go directly to the college to support GED grants to low-income students.

Ms. Winfrey shared the current balance of the Board of Trustees Scholarship fund; \$5,925. At least \$2500 can be released this year, recommending the following:

- Release scholarship in winter 2015;
- Target a program that is not represented by other dedicated scholarships, and
- Consider a program that may be under-enrolled, but shows positive market growth with high job placement potential.

This is information only and does not require any action at this time. The trustees complimented Ms. Winfrey on the Foundation dinner and gave kudos to everyone that contributed to the success of the event.

5. DISCUSSION/REPORTS

- A. Student Leadership** ASG President, Robert Taylor was unable to attend the meeting. Ms. Jessica Supinski, Director of Student Engagement and Activities shared information about the monthly activities over the last month.

- The Spring Unity Festival was held May 22nd, with more than 600 students and future students attending during the day, and an additional 200 Basic Studies students and families attending in the evening.
- Students have selected the new executive board members for 2014-15, from a rigorous peer-selection process. The team of nine students will train together over the summer and conduct an internal vote to determine the official titles of the five executives after their talents, communication styles and interests have been shared with the team.
- RTC has recently become one of the newest members of the Phi Theta Kappa Honor Society. The induction ceremony was held on June 3rd, with 155 students inducted.

B. Renton Federation of Teachers

RFT President, De Etta Burrell shared her concerns about changes in RTC leadership, which she discussed with President Hanson last week. Communication is a concern and people want to know what the plan is and who to go to with their concerns. Safety has come to the surface, in light of the Seattle Pacific University (SPU) incident. There have been a lot of changes in our Security personnel. President Hanson and Safety and Security Director, Scott Snider are planning to meet with the Faculty e-board representatives to discuss procedures on campus. Discussion items also include the faculty in service in September, professional development and back to industry reporting, and the tenure process. This is Ms. Burrell's final meeting as RFT President. She thanked the faculty, President Hanson and the Board for their support over the last two years. Elections will be taking place at the end of June, with a September effective date. The trustees thanked Ms. Burrell for her leadership for RFT and sharing in the monthly meetings with the trustees. It is hopeful that the transition to a new RFT president will be seamless. Trustee Page commented that he appreciated the comments about security on campus and the SPU incident. SPU said they had done the drills on their campus. President Hanson suggested that we ask Mr. Snider to share a report to the board at the August retreat. Trustee SenGupta commented that security has been an ongoing issue. She shared information from Casper College, in Wyoming that she received at an ACCT presentation last fall. There are always many number one priorities, and sometimes the items are a huge undertaking that cannot be done overnight. Everyone struggles with communication; that's not to say it is not solvable, but she would ask Ms. Burrell to think of ways to keep the communication open. There are many ways to do that. The trustees share those concerns. Curriculum and faculty input is vital, and the board looks forward to hearing more in the future.

C. Board of Trustees

1) President Search Update

Ms. Lesley Hogan, Human Resource Director advised the trustees that included in the board materials today was the profile that the board worked on in the study session earlier in the month. The next step is to work with Communications and Marketing to develop marketing materials. The updated timeline was also included; removing any reference to the external consultant. We have tentatively scheduled a campus forum for June 23. We want to let people speak freely and share their opinions for the presidential search. The timeline is fluid; it is easier to accelerate it, so we have kept it in-tact. We will also have a community forum/open

house. The questions for the formally named search committee were; what were we looking for in a president and what the challenges are. The search committee nominations; one (1) student, three (3) faculty, three (3) classified, one (1) Foundation representative, one (1) Advisory board, and five (5) exempt employees shared their eagerness for the two open positions. The committee list will require discussion/action by the trustees in executive session.

D. President's Report

1) **WACTC President's Report** President Hanson informed trustees that the Presidents met at Edmonds Community College for the WACTC meeting May 29-30, 2014.

- The meeting began with an Academy on the Capital process. Representative Hans Dunshee, House Capital Budget Committee Chair was an invited guest to the meeting. He shared his vision for the future and information about the implications of McCleary. Colleges have been asked to prepare for the possibility of a fifteen percent (15%) reduction. President Hanson will be providing a Capital Budget report at the State Board (SBCTC) meeting in Bremerton.
- The Accountability Task Force will be presenting at the WACTC summer retreat; looking at the SAI allocation, a base amount, weighting FTEs, and increasing funding for adult basic education. More information will follow after the retreat. President Hanson met with Marty Brown, SBCTC Executive Director, about concerns from the Technical College perspective. There may be a meeting scheduled with the Technical College presidents to discuss the allocation model. There was discussion about the legislative ask; WACTC will make a request for salary increases. There may be support of wrap-around services essential for student success. The presidents approved a policy for placement based on the Smarter Balanced Assessment for Common Core. A task force has looked at placement for students in Math, Reading and Writing; preparing for implementation. President Hanson will be serving on a statewide Math Task Force. A group of presidents, including President Hanson, met with the Association of Washington Business (AWB) to develop internship opportunities.
- President Hanson attended a meeting at Renton City Hall with Mayor Law and legislative representatives last week.

E. Instruction

1) HB 1418 (also known as Open Doors) is K-12 capital that provides a funding stream to follow K-12 students into a drop-out reengagement program. Ms. Jenna Pollock, Associate Dean Basic Studies, Ms. Jodi Novotny, Dean Basic Studies, and Mr. Michael Davie, King County Youthsources Program Manager shared a presentation to the trustees. This program could be a more stable funding stream to help students finish high school and move onto secondary education. Our program began in fall quarter, 2013 partnering with Renton and Tukwila School Districts. Funding flows from the Office of the Superintendent of Public Instruction (OSPI) to school districts and the college. The model is similar to Running Start allowing the college to collect BEA funding of \$5200

per student. We have built up to 60 FTE in spring 2014. This is a GED Plus program with focus on transition, Youthsources Renton is a drop-out reengagement center, offering a college readiness program. Mr. Davie stated that they want students to see themselves as a college student, with an end goal to college graduation. The program integrates education, career, employment and provides overall wrap around support. In some cases, Federal funding can assist students. Students gain life skills, team building, and connection to the community, including college tours. United Way of King County has just approved expansion funding of \$400K; to partner with RTC and other colleges to provide case management, outreach and college navigation. They are hoping for a launch of July 1, 2014. This will be a major initiative. Youthsources Renton serves about 300 students per year; all of which are RTC students. President Hanson suggested the possibility of having someone from the Brookings Institution come and present at a Board meeting; poverty is moving into the suburbs, and we want to look at models that would work and are attracting National attention.

F. Student Services

- 1) Vice President Merrell shared an updated enrollment report dated Monday, June 16. As of that date, we have hit ninety-six percent (96%)! This was a huge effort by everyone on campus to get every FTE that we could. Since the State Board has temporarily suspended the enrollment rules, it is a moral victory. Now it's time to turn the corner and work toward the one-hundred percent (100%) plus FTE.

G. Administration and Finance

- 1) **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 period ending April 30, 2014.

6. MEETINGS

The Board will meet for a Board Retreat on August 19, 2014. The meeting will be held from 8:00 a.m. to 1:00 p.m. in The Technology Resource Center, room C-111. The next regular meeting of the Board of Trustees will be held September 16, 2014.

7. EXECUTIVE SESSION

At 9:17 a.m. Board Chair McAbee called for an executive session, for thirty (30) minutes to review the performance of a public employee, and to consider the selection of a site or the acquisition of real estate by lease or purchase. At 9:47 a.m. executive session was extended for thirty (30) minutes. At 10:17 a.m. the executive session was further extended for twenty (20) minutes. At 10:37 a.m. the Board returned to regular session.

8. ACTION

The following action items were taken following executive session:

BOARD OF TRUSTES MEETING
Minutes – June 17, 2014

Trustee Unti introduced a motion to approve the addition of a third exempt position to the Search Committee for the President Search. Trustee SenGupta seconded and the motion carried.

Trustee Unti introduced a motion to approve the Search Committee for the President as identified in the table below. Trustee SenGupta seconded and the motion carried.

Constituency Group	Number of Representatives	Nomination
Students	1	Joe Spieldenner
Faculty	3 (from RFT)	Leslie Lenhoff Dave Parker Gary Neill
Classified employees	3 (from each bargaining unit)	Prof Tech – Perry Culwell WFSE – Donna Duncan AFT – Anthony Zavalla
Exempt employees	3 (at-large)	Self nominations: Maria Anastario Michelle Iko Eric Palo
Foundation Board	1	Dan Hammes
Business Community Member	1 (recruited by Board)	
Advisory Board Member	1 (recruited by Board)	Todd Pierce
Ex-officio – Board of Trustees	1	Susan Palmer
Ex-officio – Campus Liaison	1 Liaison (HR) between campus/committee	Lesley Hogan
Total	15	

Trustee Unti introduced a motion to amend President Hanson’s contract term and salary, for purposes of retention to June 30, 2015, with an increase of \$10,000. Trustee Page seconded and the motion carried.

9. ADJOURNMENT

*It was moved by Trustee McAbee to adjourn the Board of Trustees' meeting at 10:38 a.m.
Motion carried.*

CATHY MCABEE, Chair
Board of Trustees

STEVEN J. HANSON, President
Board of Trustees