



**Board of Trustees  
Regular Meeting  
Roberts Campus Center Board Room, I-202  
June 5, 2012 - 4:00 p.m.**

**Minutes**

**1. CALL TO ORDER**

The meeting was called to order at 4:00 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:

**May 1, 2012 Regular Meeting** - Trustee Unti made a motion to approve the May 1, 2012 regular meeting minutes as presented. The motion was seconded by Trustee Palmer, and the motion carried.

**3. COMMUNICATIONS**

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

B. *General Information* Bellingham Technical College held their annual Welding Rodeo competition on May 18-19, 2012. Ed McCarthy, one of the "Fab-Four" students who competed in the competition was available to share information and photos from the competition. RTC's theme was "into the garden", which received a second place award, as well as the people's choice award.

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

**4. ASSOCIATED STUDENT GOVERNMENT**

A. Christy Hernandez, president of the Associated Student Government highlighted events involving student government. On May 17<sup>th</sup> RTC hosted its Open Door Festival, which was very well attended. On May 22<sup>nd</sup>, a Memorial Day flag raising ceremony was held. Three Army Sergeants offered their services as honor guards, and later in the day Army Sergeant Shane Van Fossen spoke to a small crowd about his service and the history of Memorial Day. We hope to continue this as an annual tradition. On June 1<sup>st</sup>, forty-six volunteers helped to pack 6200 sack lunches for Special Olympics. We are looking forward to interviewing for the Student Engagement Director at the end of the month. Vice President Pelkey added that the preferred candidate will have had student related experience, and background with development of clubs and starting/completing of ASG projects.

5. **COLLEGE RELATIONS**

- A. *Public Information* College Relations/Foundation Director, Susanna Williams was present to share information about the revamping of RTC's website and logo. We are looking to convey that RTC is a cutting edge, world leading institution. Wil Samson was hired as our On-line Content and Communications Coordinator. He has brought a wealth of information to campus. The college's focus is on hands and learning with them. The newly suggested logo feels powerful, is clear and simple, and will help us break away from the Voch-Tech attachment to the college. The use of RTC will create a stronger image versus the use of a symbol or picture.

Governor Gregoire will be on campus on June 20<sup>th</sup>, to get her hands dirty in an Aerospace classroom. This is great hands-on publicity for RTC. We will keep you informed as the details unfold on this event.

Our Commencement Speaker this year will be former NASA Astronaut, and former President and CEO of the Museum of Flight, Bonnie Dunbar. Ms. Dunbar is now employed with the Boeing Company.

The written report provides information about the monthly activity from Communications and Marketing, College Relations, and the Foundation.

6. **RENTON FEDERATION OF TEACHERS**

- A. *Faculty Activities* Rick Geist, president of the Renton Federation of Teachers shared the news that the faculty contract has been ratified, and will be presented for approval during the Trustee portion of the meeting. He shared his compliments to the members of the negotiating team and the administration during this process, and his tenure as president of the union. This will be Mr. Geist's final meeting as RFT president. He shared his satisfaction on how the college has moved forward during these last four years. The Trustees, along with President Hanson thanked Mr. Geist for his work and commitment to the college. He has been a great presence at the table each month during Board meetings.

7. **INSTRUCTION**

- A. *Update on Applied Baccalaureate* As a follow-up to Vice President Heilstedt's Direct Transfer Agreements (DTAs) presentation in April, President Hanson shared a presentation regarding the *Role of CTC's in Producing Bachelor Degrees*. In 2009 the SBCTC adopted mission study recommendations, outlining a twenty-year action plan for CTC's to work with the HECB and Universities to reduce barriers and expand access to applied baccalaureate degrees. Evergreen State College was the lead for what used to be called the upside down agreement. Washington State's economy is one of the most technology-intensive in the nation; however, the state's production of bachelor's degrees per capita is below the national average. Washington currently ranks 38<sup>th</sup> in bachelor's degrees awarded per capita. An applied baccalaureate degree is designed for

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individuals who hold an associate of applied science degree. Washington's four-year institutions have provided few options for technical degree holders. In 2010, the legislature granted authority to the SBCTC to approve CTC applied baccalaureate degree programs. At the President's retreat in July, the agenda will include a look at questions relative to policy on baccalaureate degrees. A strategic conversation needs to happen within the system. Our system is based on credits in a quarter system. An applied baccalaureate is a four-year degree; 180 credits. RTC could do an analysis to determine the steps involved in the possibility of offering a Bachelor in Applied Science (BAS) in Health Management.

8. **STUDENT SERVICES**

- A. *Enrollment Report* Vice President Pelkey referenced the enrollment report dated June 5, 2012 comparing spring quarters from June, 2011 to 2012. The good news is that at the end of spring quarter we are trending down 8 percent; in part due to some people finding jobs. The positive is that we are beginning to identify strategies around the down-trend; a pathway/strategy to market. Being at the close of the budget cycle now, allows us to talk more specifically about marketing for courses like the Ford Asset program. We are paying closer attention to programs that consistently have open seats, and need to target them to fill and maintain to completion. We are working to be specific about strategies to generate enrollment. Our counseling and advising staff are working on the front-line with students to encourage GED students into full-time enrollment. The challenge is to show them the breadth of what is available, so they can get hands on experience to see what is possible.
- B. *Financial Aid Annual Report* Financial Aid Director, Debbie Solomon reported on the changes in Financial Aid that have taken place over the last year. She shared a presentation that compared 2008/09 to 2011/12, showing that student borrowing and total dollars awarded have both increased more than 100 percent. Since 2008/09 RTC's total aid recipients have increased 40 percent, total grant dollars awarded have increased 100 percent, and total scholarship dollars awarded have increased by 12 percent. There are an incredible number of students who live on financial aid.

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 period ending April 30, 2012. As we move toward year end and people are spending money, we get closer to using local funds more quickly.

10. **HUMAN RESOURCES**

- A. *Administrative Report* Director of Human Resource Development, Glenda Mullowney reviewed with trustees the personnel activity for the period ending May 31, 2012. Ms. Mullowney is retiring at the end of June. On behalf of the board, Board Chair Page thanked Ms. Mullowney for her years of service at RTC and wished her well in her retirement.

11. **TRUSTEES**

- A. *Tenure Recommendations* After giving reasonable consideration to the recommendation of the tenure review committee and all other recommendations, it was moved by Trustee SenGupta and seconded by Trustee Palmer, that *Lisa Nelson* and *Ethne Nance* be promoted from the second to the third year of probation, effective January 2, 2013. Motion carried.

After giving reasonable consideration to the recommendation of the tenure review committee and all other recommendations, it was moved by Trustee Unti and seconded by Trustee McAbee, that *Lea Hoffman* be promoted from the first to the second year of probation, effective January 2, 2013. Motion carried.

- B. *RFT/Renton Technical College Faculty Contract* Human Resource Development Director, Glenda Mallowney highlighted the major changes made to the RFT contract, and explained the process used by the negotiating team. The team worked for one year, using Interest Based Bargaining (IBB) in modifying the contract. This three-year contract was ratified by its membership on June 4, 2012. The trustees shared their gratitude to the negotiating team for their work and their commitment to the process.

Trustee SenGupta made a motion to approve the RFT contract as presented. The motion was seconded by Trustee Palmer, and the motion carried.

- C. *2012-13 Fee Schedule* Vice President Merrell reminded the trustees that the Community College Fee schedule was approved by the State Board. She reviewed the schedule of fees. There are three fee categories; Washington Resident, Non-Resident, and International Students, but the rates for each are very comparable. Students should not feel a hit with the 12 percent increase. There is no increase to the current fees, but the testing fees are new, and are a pass-through to pay the new testing vendor.

Trustee McAbee made a motion to approve the 2012-13 Fee Schedule as presented. The motion was seconded by Trustee SenGupta, and the motion carried.

- D. *2012-13 College Budget* Vice President Merrell thanked the trustees for spending time with her to review the proposed 2012-13 budget. President Hanson added that he is very pleased that there was no need to use reserves to balance the budget, and that he is comfortable with the projections included in the proposed budget. The trustees thanked Vice President Merrell for the time spent going over the budget.

Trustee Palmer made a motion to approve the College Budget for 2012-13 as presented. The motion was seconded by Trustee SenGupta, and the motion carried.

- E. *Election of Officers* Board Chair Page thanked fellow trustees for permitting him to serve a two-year term as Board Chair. He expressed his gratitude and appreciation for allowing him to accept the challenge and learn the role of Board Chair as time progressed. Fellow trustees had many compliments and thanks for Trustee Page for his

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leadership and commitment to lead the board and the college through a transition that was very difficult and an important transition to the college. Nominations were opened for Board Chair.

Trustee Page nominated Vice Chair, Unti for the position of Chair. The nomination was seconded by Trustee McAbee, and the nomination carried. *Trustee Unti will be the newly elected Board Chair for 2012-13.*

Trustee Page nominated Trustee McAbee to the position of Vice Chair. The nomination was seconded by Trustee SenGupta, and the nomination carried. *Trustee McAbee will be the newly elected Vice Chair for 2012-13.*

- F. *TACTC Legislative Action Committee* By acclamation, the following representatives were chosen to serve on the Legislative Action Committee.

*Trustee Page will serve as the Primary TACTC Legislative Liaison and Trustee Palmer will serve as the Secondary TACTC Legislative Liaison.*

- G. RTC Liaison Positions By acclamation, the following representatives were selected to serve in liaison positions:

*Trustee Unti will serve as the Trustee Liaison to the RTC Advisory Council.*

*Trustee Palmer will serve as the Trustee Liaison to the RTC Foundation Board.*

- H. *Trustee By Laws – Revision/Discussion* Board Chair Page reminded the trustees that the recommended revision to the Trustee By Laws was presented at the board meeting on May 1, 2012.

Trustee SenGupta made a motion to approve the revised By Laws as presented. The motion was seconded by Trustee Palmer, and the motion carried.

12. **PRESIDENT’S REPORT**

- A. *President’s Report* President Hanson shared information from the recent WACTC meeting held at Spokane Falls, May 31 – June 1, 2012 and other activities subsequent to the May Board meeting.

- Charlie Earl has announced his retirement from SBCTC. There is a National search for his replacement that will remain open until the end of June. There is hope to have a replacement on board by the end of August. A retirement event is being planned for August 10, 2012 in Tacoma. Details will be forthcoming.
- WACTC will hold their annual retreat July 25-27, 2012 at Skagit Valley. Topics for discussion will include the system strategy for production of baccalaureate degrees, the efficiency study, and Student Achievement Initiative.

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- The American Council on Education and Pearson, an educational publishing company, are working to redevelop and administer the General Education Development test, transitioning the service from a nonprofit program to a for-profit business. The State Board is the administrator for GED testing, so they approve the fees. The fee could increase, due to new requirements for administering the testing.
- The RFP is out for ctcLink. Responses are due June 20, 2012. So far 15 letters of intent to submit proposal have been received.
- An Aerospace Pipeline Advisory Committee was created by the legislature. The majority of the members are from industry, but there will be a couple of presidents on the committee.
- President Hanson, Vice President Heilstedt, Dante Leon, and Mary Kate Richardson met with Boeing executives and also toured the Auburn Boeing plant.
- City of Renton is moving forward in selection of an architect of the new aerospace facility.
- Kevin Cloud is the new Boeing representative on the RTC Advisory Counsel and is also the RTC Executive Focal.

13. **EXECUTIVE SESSION**

No executive session was held.

14. **MEETINGS**

The Board of Trustees Retreat is scheduled for September 4, 2012, in lieu of the regular meeting.

15. **ADJOURNMENT**

It was moved by Trustee Page to adjourn the Board of Trustees' meeting at 7:12 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