



Board of Trustees  
Regular Meeting  
Board Room, Room 202  
March 9, 2010  
4:00 p.m. – Regular Session

**Minutes**

**1. CALL TO ORDER**

The meeting was called to order at 4:04 p.m. by board vice chair, Trustee Page. It was noted that trustees Tyler Page, Ira SenGupta and Kirby Unti were present and that Board Chair Ronnie Behnke was not present due to her attendance at the Association of Community College Trustees meeting in Washington DC. Trustee Page led the flag salute.

**2. ADOPTION OF MINUTES**

Trustee Page asked for the approval of the January 12, 2010 regular board meeting minutes and the February 16, 2010 regular board meeting minutes.

It was moved by Trustee SenGupta and seconded by Trustee Unti to approve the January 12, 2010 Regular Board meeting minutes as presented. Motion carried.

It was moved by Trustee Unti and seconded by Trustee SenGupta to approve the February 16, 2010 regular board meeting minutes as presented. Motion carried.

**3. COMMUNICATIONS**

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

B. *General Information* There was no general information.

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

**4. TRUSTEES**

A. *Presentation of Faculty for Tenure* Vice President Pozega introduced counselor Ted Schwarz to the Board of Trustees and provided his counseling background which included many years of service at Valley Cities Counseling. Committee chair Cheryl Dedmon reviewed Ted Schwarz's position at the college and provided very positive information regarding his work with the tenure committee, faculty, staff, and students.

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- B. *Executive Session* An executive session was not held.
- C. *Tenure Recommendations* After giving reasonable consideration to the recommendations of the tenure review committee and all other recommendations, it was moved by Trustee SenGupta and seconded by Trustee Unti to promote the award of tenure to Ted Schwarz effective March 9, 2010. Motion carried.

After giving reasonable consideration to the recommendations of the tenure review committee and all other recommendations, it was moved by Trustee Page and seconded by Trustee Unti to promote Dan Bainbridge, David Freeman and Ardene Niemer from the second to the third year of probation effective September 15, 2010. Motion carried.

After giving reasonable consideration to the recommendations of the tenure review committee and all other recommendations, it was moved by Trustee Unti and seconded by Trustee SenGupta to promote Nancy Cusick from the first to the second year of probation effective September 15, 2010. Motion carried.

Vice President Heilstedt reported that the faculty has built a strong tenure process continuing to review and revise the processes and procedures. He was pleased that the tenure process is solely driven by the faculty.

- D. *Graduation Speaker Recommendations* Trustees reviewed the process that the college has used in the selection of graduation speakers. It was explained that the college has selected speakers from a variety of areas including legislators, the Mayor of Renton, and community officials. Further discussion will take place at the April 14, 2010 regular board meeting.
- E. *Board's Self-Evaluation* The Board's self-evaluation was referred to the April 14, 2010 regular board meeting. It was suggested that the board's self-evaluation be placed on the Board of Trustees retreat agenda.
- F. *President's Evaluation* The Board referred the President's Evaluation discussion to the April 14, 2010 regular board meeting.
- G. *TACTC Spring Conference, Wenatchee, May 20 & 21, 2010* Trustee Unti indicated how much he enjoyed attending his first TACTC Conference expressing the importance and value of trustees supporting one another and understanding the legislative and budgeting processes.

### 5. **PRESIDENT'S REPORT**

- A. *State Budget Reduction* Trustees were provided information on the State Board for Community and Technical College 2009-2011 Capital Budget in comparison with the Legislative Capital Budget proposal.

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- B. *WACTC Report* President Hanson provided information on the proposed next steps of the State Board's Mission Study recommendations that were approved in December of 2009. These recommendations include serving more people, the closing of the skills gap for technical trained workers, increased funding for ABE, strengthening the role in bachelor degrees, design more seamless transitions among education sectors and missions, and use performance measures and funding to increase student achievement. President Hanson indicated that some steps have already been taken.

### 6. INSTRUCTION

- A. *Strategic Plan Presentation – Respond to Basic Education Needs in Support of Occupational Training* John Chadwick, Dean for Basic Studies and Jodi Novotny, Associate Dean for Basic Studies, presented an overview of the Basic Studies programs at Renton Technical College. The presentation included information on locations where courses are offered, a summary profile of those who enroll in these courses, and a discussion of the role the department plays in fulfilling the mission of the college.

Additional information was also provided on program components, budgetary components, enrollment data, off-site campuses, EL Civics activities, Workplace Literacy locations, I-BEST programs, student race/ethnicity, enrollment in full-time programs, and completion rates.

- B. *Appointment to the RTC Advisory Committee* Vice President Heilstedt presented for trustee approval the appointment of Bill Taylor to the Renton Technical College Advisory Council. Mr. Taylor is currently the President and CEO of the Renton Chamber of Commerce. He has also served on many boards and commissions within the Renton Community.

It was moved by Trustee Unti and seconded by Trustee SenGupta to approve the appointment of Bill Taylor to the Renton Technical College Advisory Council. Motion carried.

### 7. RENTON FEDERATION OF TEACHERS

- A. *Faculty Report* Rick Geist, president of the Renton Federation of Teachers was pleased to see the leadership and communication has taken a big shift since the hiring of President Hanson. He feels that the college is off to a good start as it moves into a solution based organization.

He indicated that the Washington Federation of Teachers along with the Renton Federation of Teachers as well as many educational groups across the state, continue to have discussions with state legislators on the various issues that affect education.

8. **STUDENT SERVICES/PUBLIC SAFETY & SECURITY**

- A. *Running Start Yearly Report* A summary of the 2009 Fall Quarter and 2010 Winter Quarter for the Running Start program was presented by Running Start Coordinator Debbie Rundle. A summary of Winter Quarter enrollments for students in full-time programs, General Education classes and part-time classes were presented. Ms. Rundle was also pleased that in 2009 each of three students were awarded a \$500 scholarship to help with the cost of books, supplies, transportation, as well as various needs associated with their program requirements. An Additional \$500 received was used to assist additional students with books and supplies as needed.
- B. *Enrollment Report* Vice President Pozega reviewed the Winter quarter 2010 enrollment figures for Winter quarter as of March 8, 2010. He indicated that the college should meet its enrollment requirements for 2009-2010.
- C. *Public Safety Report* The monthly Public Safety Report was provided by Elman McClain which included an update on campus violations between January 25, 2010 to March 4, 2010 and the issuing Student Parking Permits are available in the Student Services Department.

The Behavioral Intervention Team members, Elman McClain, Sheila May Farley, and Donovan Bigelow attended training presented by the National Center for Higher Education Risk Management on February 22 and 23, 2010 in Lakewood. A Renton Technical College team is in the early stages of development.

- D. *Public Information* Information was provided on recent press releases, media releases, advertising, marketing, publications and community relations.

9. **ADMINISTRATION/FINANCE**

- A. *Administrative Report* Vice President Merrell reviewed with trustees the personnel activity for the period ending January 31, 2010.
- B. *Source/Use of Funds* Vice President Merrell provided information on the revenues and expenditures as of January 31, 2010, compared to the same period in the prior two fiscal years. Not included in this report are the self-supporting areas including grants and contracts, abatement programs, bookstore, food services, childcare, and financial aid. This report is a regularly scheduled report for trustees' information.

9. **EXECUTIVE SESSION**

An executive session was not held.

10. **MEETINGS**

The next meeting of the Board of Trustees will be held on April 13, 2010.

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11. **ADJOURNMENT**

At 6:25 p.m. it was moved by Trustee SenGupta and seconded by Trustee Unti to adjourn the regular meeting. Motion passed.

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TYLER PAGE, Vice Chair  
Board of Trustees

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STEVEN J. HANSON, Secretary  
Board of Trustees