



MINUTES

1. CALL TO ORDER

The meeting was called to order at 7:40 a.m. by Board Chair, Trustee Palmer. A quorum was established. Trustee Palmer led the flag salute.

2. ADOPTION OF MINUTES

A. Board Chair Trustee Palmer asked for corrections and/or additions to the following minutes:

September 16, 2014 Regular Meeting

Trustee Page introduced a motion to approve the September 16, 2014 meeting minutes as presented. Trustee Unti seconded, and the motion carried.

3. COMMUNICATIONS

A. Introductions

President Hanson introduced Michelle Campbell as the new Executive Director of Institutional Advancement. Ms. Campbell will be handling Strategic Planning and Research, Communications and Marketing, Grant Development, and a dotted line to the Foundation for fundraising. During Michelle's previous tenure with RTC, she played a critical role in the Aspen Prize process.

B. Correspondence Trustee Palmer shared a variety of published articles from several sources in our community.

C. General Information There was no general information to share.

D. Comments from the Audience There were no comments from the audience.

E. Human Resources Report The written report included personnel activity for the months of September and October, 2014. Ms. Hogan noted that Kendra Smith has taken a position with a different employer; the job description for this position is being reviewed.

F. Communications and Marketing Report The written report was included in the meeting materials.

- G. RTC Foundation Report** The written report was included in the meeting materials. Ms. Heather Giron-Fritts recommended that the Board of Trustees offer a \$100-250 incentive scholarship for the RTC award winner in the TACTC Transforming Lives Scholarship process. The TACTC overall scholarship is \$500.

Trustee Unti introduced a motion to approve a \$150 scholarship for the TACTC Transforming Lives Incentive Award. Trustee McAbee seconded, and the motion carried.

4. ACTION

- A. There were no action items.

5. DISCUSSION/REPORTS

- A. Student Leadership** ASG President, Jahnee Lauder milk informed the Trustees that the ASG Senate has doubled in size since last year. There are now fourteen (14) organizations and they have completed two successful events so far this year. During the month of October, ASG participated in Disability Awareness Month and Domestic Violence Awareness Month. A Student Veterans' Presentation was held on November 10. The Senate is attending the Legislative Academy on Friday, November 21. Trustee Unti commented that the students who come to Olympia have the biggest impact on the Legislature. He commends our students for being active. Trustee Page asked if ASG was involved in the State Association. Ms. Jessica Supinski stated that they are; Serah Kimachia, ASG Vice President of Legislative Affairs is the representative.

- B. Renton Federation of Teachers** RFT President, Gary Neill reached out to the Trustees and requested cooperation between the Union, the Trustees and the Presidents on finding funding sources for Faculty salaries. It is anticipated that there will be a little bit of a COLA, but that maybe other funding such as local dollars may be needed. Mr. Neill expressed his feelings that the cooperation was not there last session for this to occur. Mr. Neill brought forth minutes from the Board of Trustees' meeting of May 12, 2009 in reference to security issues. Mr. Neill feels that the college does not have a proper plan in place for emergency situations. Trustee Palmer stated that security is a priority of the Trustees. It was discussed and agreed to add Mr. Scott Snider, Director of Campus Security, to the Trustee meeting agendas. It was discussed and agreed to have him submit a written report for every meeting and then to provide a quarterly oral report. Mr. Neill informed that negotiations will begin the first part of December. RFT anticipates big changes to the contract. They plan to address the Tenure process so as to improve that process. The team is encouraged and looking forward to the process.

C. Board of Trustees

- 1) Faculty Tenure Advancement** Tenure notebooks are available for the pending Faculty Tenure Advancements of Mr. William (David) Partain and Ha Nguyen. Action is scheduled to occur at the Board meeting on December 16, 2014.

- 2) *President Search Update*** Ms. Lesley Hogan reported that the committee hosted two community forums. The committee received good input and is on track with the process. Applications are being received. There are ads on several local and national sites. There is consistent application material being requested of all applicants. The first consideration application deadline is January 2, 2015. Trustee SenGupta mentioned that the Aspen website includes resources on their website for a presidential search. Ms. Hogan stated that the committee has used their resources and several others. Trustee Page stated that during meetings he has attended he has received positive comments and that the information that has been posted looks good. Trustee Unti mentioned the need for preparation for the next generation leaders and to keep that in mind during the process. Trustee McAbee asked if the forums provided any further insight. Trustee Palmer felt that more information was gained on what could be done internally for the college.
- 3) *Automotive Complex – Remodel update*** Mr. Matt Lane of McGranahan Architects provided an update regarding the Automotive Complex remodel. This building is being built in connection with the Facilities Master Plan. This will be RTC's first LEED project. Building-K3 will be replaced with a new building that will house the shop area, two classrooms, administrative space and a new auto parts area. The classroom will be able to be secured from the shop areas so that it can be utilized by other programs for evening/weekend instruction. The schedule is now in the Construction Document phase. The bid process will begin in May, 2015. Currently the College is working at leasing space off- site for the program during construction. This would reduce the schedule by two quarters.
- 4) *ACCT Leadership Conference Report*** Trustees Page and Palmer attended the Conference in Chicago, IL, October 22-25, 2014. Both shared several different aspects of the conference. The Keynote speaker for the opening general session was Robert J. Zimmer, the 13th President of the University of Chicago. The conference was good.
- 5) *TACTC Transforming Lives Committee Report*** Trustees McAbee and Unti agreed to review the scholarship applications for the TACTC Transforming Lives award, and recommend a nominee to fellow trustees. Both narrowed the applications individually, and concluded their recommendation with two applicants.

Trustee McAbee introduced a motion to move Shane Soper's application forward through the TACTC Transforming Lives Scholarship process, and to award Mr. Soper with the previously agreed upon \$150 Transforming Lives Board Scholarship. Trustee Unti seconded and the motion carried.

Trustee Unti further motioned to award a \$100 Honorable Mention Scholarship to Ms. Jamie Diaz for her application in the Transforming Lives Scholarship process. Trustee McAbee seconded, and the motion carried.

6) **TACTC Legislative Action Committee Report** Trustee Page reported that the primary strategy is to coordinate activities with several of the other groups and to effectively communicate with the Legislators about legislation on the floor.

7) **TACTC Fall Conference Report** TACTC is changing its name to Washington State Association of College Trustees. Emily Yim was elected as Secretary/Treasurer. It was mentioned that the college might want to consider adding a student trustee. There was discussion about the Aspen visit and that many of the best practices between the colleges are very similar.

D. President's Report

1) **Vice President Biden's Visit to RTC** President Hanson briefly touched on the visit to RTC by Vice President Joe Biden. The visit was exciting and brought positive media attention to RTC. We are in the process of trying to obtain official White House photos from this visit.

2) **Aspen Site Visit** President Hanson thanked the trustees for their participation in the Aspen campus visit. The visit was intense, but overall a positive experience. We don't expect to hear about results until early spring.

3) **WACTC Reports** President Hanson shared information from the WACTC meetings held September 25-26, at Pierce College Puyallup and November 6-7, at Skagit Valley College.

- **Allocation and Accountability Task Force Recommendations**

The Allocation sub-committee consists of six presidents. The recommendation is that Districts should receive more state funding for FTE enrollments in courses that are both high cost and a priority for the college system. A committee of representatives from the Instruction Commission and the Business Affairs Commission will develop recommendations on high cost programs. The Allocation subcommittee will develop recommendations on "high priority" and have agreed to focus on skills gaps using data compiled for a system report that is published every two years. These recommendations will go to WACTC and the State Board in the spring.

- **WACTC Meetings**

A joint meeting with K12 Superintendents was held. John Welch represented our region. Presentations included Smarter Balanced Assessment and College Transition Courses.

There was an update on Workforce Innovation and Opportunity Act (WIOA).

There is a delay in implementation of ctLink, but so far there is no effect on the second wave colleges.

The State Revenue Forecast is scheduled to be out on November 19, with the Governor's budget to follow in mid-December.

- E. Instruction – Update on New Programs** Vice President Novotny informed the trustees that the mobilization team will work on implementation of instruction and facilities plan. Allied Health is considering new certifications. A reflexology certification to be part of the Massage Therapy program is being considered.
- F. Student Services** Financial Aid Director, Debbie Solomon provided a report that provided a five year comparative for the Financial Aid Department. There are currently eight staff in the Financial Aid office. The Enrollment report shows that June’s FTEs are down from last year. This is system wide.
- 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 periods ending August 31 and September 30, 2014.

6. MEETINGS

The next regular meeting of the Board of Trustees will be held December 16, 2014.

7. EXECUTIVE SESSION

At 10:30 a.m. Board Chair Palmer called for an Executive Session, for twenty (20) minutes to review the performance of a public employee, and to discuss the strategy or position to be taken in collective bargaining, as per RCW 42.30.140(4). At 10:50 a.m. the Executive Session was extended five (5) minutes. The trustees returned to regular session at 10:55 a.m.

8. ACTION

There was no action taken as a result of the Executive Session.

9. ADJOURNMENT

It was moved by Board Chair Palmer to adjourn the Board of Trustees’ meeting at 10:55a.m. Motion carried.

SUSAN PALMER, Chair
Board of Trustees

STEVEN J. HANSON, President
Board of Trustees