



**Board of Trustees  
Regular Meeting  
Roberts Campus Center Board Room, 202  
October 12, 2010 - 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. It was noted that Trustees Ronnie Behnke and Kirby Unti were present, while Trustee Ira SenGupta was present via conference call. 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:

**September 14, 2010 Regular Meeting** - Trustee Behnke moved and Trustee Unti seconded to approve the September 14, 2010 regular meeting minutes as presented. Motion carried.

**3. COMMUNICATIONS**

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

B. *General Information* Vice President Heilstedt informed the trustees that there were several new faculty to introduce; including promotions, and moves from part-time to full-time instructors.

Tami Rable, Associate Dean of Allied Health introduced the following faculty:

Simone Terrell, Phlebotomy Technician Instructor  
Gary West, Anesthesia Technician Instructor  
A.J. Serba, Surgical Technology Instructor

Peggy Moe, Dean of Business Technologies, Human Services and General Education introduced the following faculty:

Kathleen Higgins, English Instructor

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Dante Leon, Dean of Automotive, Technical Program and eLearning introduced the following faculty:

Stephen Cole, Computer Networking Technology Instructor

Marty Heilstedt, Vice President Instruction introduced the appointment of the following staff member:

Jodi Novotny, Dean of Basic Studies

Jodi Novotny, Dean of Basic Studies introduced the appointment of the following staff member:

Jenna Pollock, Interim Associate Dean of Basic Studies

Board Chair, Trustee Page welcomed all the faculty and staff, thanking them for their service and dedication to the students of Renton Technical College.

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

4. **TRUSTEES**

- A. *TACTC New Trustee Orientation* President Hanson reported that due to low participation, the Trustee Orientation scheduled for October 5, 2010 was postponed at the last minute. A new date has not yet been scheduled.
- B. *President's Contract Renewal* The renewal of President Hanson's contract was presented to the Board of Trustees for the term July 1, 2010 through June 30, 2013. It was moved by Trustee Unti and seconded by Trustee Behnke to approve President Hanson's contract renewal as presented. Motion carried.

5. **EXECUTIVE SESSION** No executive session was held.

6. **PRESIDENT'S REPORT**

- A. *White House Community College Summit* President Hanson shared his distinct honor to have been selected by the White House to participate in the first White House Summit for Community Colleges, held on October 5, 2010. He and Charlie Earl, State Board Executive Director attended from Washington State. He shared a presentation that included pictures and quotes from President Barack Obama and Second Lady, Dr. Jill Biden. Six breakout groups were held that afternoon; Steve participated in *Community Colleges in the 21<sup>st</sup> Century*, which also included Melinda Gates. Washington State was well represented at the Summit; with leaders from The Gates Foundation, American Federation of Teachers and Future Works.

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- B. *WACTC Meeting* The WACTC meeting was held October 7 – 8, 2010 at Clark College in Vancouver, WA. Topics included:
  - 1. President’s Academy on Serving Returning Veterans
  - 2. Governance Institute for Student Success (GISS)
  - 3. Budget Allocation Reduction Methodology for 2011-13
  - 4. Contracting with EMSI for an Analysis of our Impact on the Economy
  - 5. Impact of Initiatives and Referendum 52
  - 6. Efficiency Study by an Independent Consultant of Bothell co-locations
  - 7. Chris Reykdal, if elected will remain with the State Board, but not in his current position.
  
- C. *Budget Update* President Hanson informed the trustees that nothing new had been received regarding the budget. We are preparing for a 6.3% reduction this year, and 10% for the next biennium. We are conducting a program review, and will have recommendations in the spring.
  
- D. *Foundation Report* President Hanson reported that the Foundation held their annual retreat on September 15, 2010. The AG office has provided a template for updating the agreement between the Foundation and the College. A copy of the proposed agreement with the changes underlined was included in the board materials. Following approval by the Foundation, the new agreement will be brought back for Board approval.

7. **RENTON FEDERATION OF TEACHERS**

- A. *Faculty Activities* Rick Geist, president of the Renton Federation of Teachers expressed that concerns from the faculty center on budget reductions. Classes are full and we are very busy. Negotiations have been opened up with Vice President Heilstedt and he is pleased to be working with President Hanson.

8. **STUDENT SERVICES**

- A. *Summer and Fall Enrollments* Vice President Jon Pozega provided an updated enrollment report dated October 11, 2010. He indicated that student enrollment is very healthy. He was pleased to report a very smooth start to the new year. New student orientations were well attended by students in four separate sessions:

Allied Health	240 Students
Automotive & Technology	175
Business Technology& Culinary Arts	260
<u>Trade and Industrial</u>	<u>75</u>
Total	750

ABE/ESL (day & evening classes) 1,000 (approximately)

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- B. *Public Safety Plan 2010-2011* Security Director Elman McClain provided information in the board packet on monthly activities, along with Clery and Hate Crime statistics. On September 29<sup>th</sup>, our Incident Command Team participated in an inclement weather (snow related) tabletop exercise by Mike Campbell from the Center of Excellence, Homeland Security. Mr. Campbell was impressed with how well our team was prepared for this scenario.
- C. *Public Information* Information was provided in the board packet on recent press releases, media releases, advertising, marketing, publications and community relations.

9. **ADMINISTRATION/FINANCE**

- A. *Source and Use of Funds* As a regular report to the Board of Trustees, Vice President Merrell provided information on the revenues and expenditures for the period ending August 31, 2010.

10. **HUMAN RESOURCE DEVELOPMENT**

- A. *Administrative Report* Director of Human Resource Development Glenda Mullowney reviewed with trustees the personnel activity for the period ending September 30, 2010.

11. **MEETINGS**

The next regular Board Meeting is scheduled for November 9, 2010.

**BOARD STUDY SESSION**

1. **BOARD SELF-EVALUATION**

Board Chair, Trustee Page led the Trustees through discussion of the Board Self-Evaluation. It was decided to discontinue further discussion on this year's evaluation. Trustees McAbee and Sen Gupta were not present for the work session.

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**2. POLICY GOVERNANCE**

Board Chair, Trustee Page asked President Hanson to continue the lead on the proposed policies for the Board Policy Governance manual. Sections III and IV were shared and discussed. This completes the presentation of proposed policies. Corrections indicated should be made and presented for adoption at the November meeting. Trustees Page and Behnke have reviewed the Trustee Bylaws and should have recommendations ready to present at the November Board of Trustees meeting.

**12. ADJOURNMENT**

It was moved by Trustee Page to adjourn the Board of Trustees' meeting at 6:25 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