

I. STUDY SESSION

1. Call to Order

Chair Frieda Takamura called the meeting to order at 1:07 P.M. and noted a quorum.

2. Public Comments

There were no public comments.

3. Strategic Equity Plan (SEP)

Kristen Whitfield and James Whitfield from Be Culture joined the group to discuss the Strategic Equity Plan. James discussed implementation and walked the group through the Strategic Equity Framework. Every strategy needs: (1) moral imperative, (2) systems focus, (3) equitable practices, (4) manage change, and (5) strategic integration. The purpose or “moral imperative” of the SEP will shape objectives or the justice effect the SEP seeks to make. The Board’s role is to assess the activities the college is involved in to achieve specific outcomes. Be Culture is working with the Board on clarifying their vision so that there can be a better understanding of which systems the SEP seeks to impact, which will then dictate outcomes and outcome assessment. Community feedback has been essential to the SEP in order to prevent stall out. Key members of the community need to be on board in order for the SEP to be successful.

Be Culture briefed the Board on the Strategic Framework. Mission and values are at the center of the framework. Organizational effectiveness and accountability surround the mission and values, which then leads to theme areas with nested goals. Vice Chair Jessica Norouzi asked about adaptability in the SEP given that there are unknown future decisions yet to be made. The Board will need to use the strategic framework to assess recommendations before them. The job of the Board is to carry out the mission, vision, values and attendant strategies of the SEP. Trustee Tim Cooper asked about cadence for checking on SEP implementation. Be Culture recommended this be a part of each meeting’s discussion with an assessment with objectives of how close the Board feels they are getting to the long-term goals at least annually. The group discussed potential structure needed for the critical path to the SEP.

Be Culture has met with Executive Cabinet and the Instruction Leadership Team on the SEP. The group discussed what is meant by “diversification”. Closing disaggregated achievement and retention gaps between demographic student groups is not the same as reducing “firsts” by having proper representation. Be

Culture advised to start with objectives and then find data that helps measure those objectives, because the focus on the objectives may create more opportunity for gathering new data sets. Trustee Debra Entenman talked about the need to be clear on what we mean by “diversification”. The Executive Cabinet has had questions about what “transformation” and what “transformation through diversification” means. Vice Chair Norouzi shared that her vision of transformation through diversification includes community members entering the workforce without barriers. Trustee Cooper commented that the phrase “increasing accessibility” keeps coming up. The group discussed the need for support in addition to access. Research shows that when organizations lead with racial equity, circumstances for all groups improve. The SEP will be an opportunity for a reframe.

II. MEETINGS

1. Regular Board Meeting – April 17, 2024 at 3:00 P.M.

The next regular Board meeting will be April 17, 2024 at 3:00 P.M.

2. Adjournment

There being no further business, Vice Chair Norouzi moved to adjourn the Board of Trustees meeting at 2:58 P.M. Trustee Cooper seconded, and the motion carried.

III. REGULAR BOARD MEETING

1. Call to Order

Chair Frieda Takamura called the meeting to order at 3:09 P.M. and noted a quorum.

A. Notation of Quorum

2. Adoption of Minutes

A. March 19, 2024 – Executive Session

Trustee Entenman introduced a motion to approve the minutes for the regular meeting held on March 19, 2024. Vice Chair Norouzi seconded, and the motion carried.

B. March 20, 2024 – Executive Session and Regular Meeting

Vice Chair Norouzi introduced a motion to approve the minutes for the regular meeting held on March 20, 2024. Trustee Entenman seconded, and the motion carried.

C. April 3, 2024 – Special Session

Trustee Cooper introduced a motion to approve the minutes for the regular meeting held on April 3, 2024. Vice Chair Norouzi seconded, and the motion carried.

3. Communications

A. General Information/Introductions

- i. Eva Juarez introduced Le'Onna Lee (she/her). Le'Onna started in Outreach on April 1, 2024. Le'Onna is the Community Outreach and Recruitment Manager. Le'Onna expressed appreciation for how welcoming everyone is. She grew up in the Seattle Area and has a passion for education access and career readiness as a way to promote community empowerment.

B. Correspondence

There was no correspondence.

C. Public Comments from the Audience

There were no public comments.

D. Student Leadership

Saleea Cornelius, ASG President, provided an update. The Student of Color Conference (SOCC) is at Green River College is tomorrow. Unity Festival will occur May 15, 2024 from 12 P.M. – 4 P.M. There will be four food trucks, outdoor activities such as hamster ball and henna, and community resources services. ASG is collaborating with Outreach. Indoor activities will include video games, traditional games, and a quiet space. ASG is doing classroom visits with election registration and an upcoming collaboration with mental health counseling.

E. Renton Federation of Teachers (RFT)

Elisa Westcrook gave the RFT update. Negotiations are ongoing with the next meeting coming up on Tuesday, April 23, 2024. RFT is continuing to meet and encourage collaborative bargaining. RFT extends a massive thank you to Director Christie Fierro for H5P, which helps make the classroom come alive. Thank you to John Henry Whatley and CTS. RFT signed up some new members this quarter—RFT is happy to have you! The sign-up process includes canvassing. Another canvassing event will occur next month. Yay to newly tenured faculty. RFT is excited to meet all faculty and staff.

F. Written Communication Reports

Chair Takamura thanked the group for the written communication reports. These reports are important, as they allow the Board to hear what's going on around campus from the units. Trustee Cooper commented on the video about closed captioning and stated that this aligns with RTC's mission and noted that it aligns with the literature that states that when you improve circumstances for one historically marginalized group, circumstances improve across the board. Chair Takamura expressed special gratitude for the accreditation report.

4. Discussion/Reports

A. President's Report

President Yoshiko Harden delivered her report.

Diversity, Equity, and Inclusion

President Harden provided a short keynote at the Enlighten Women's Forum. Thank you to Trustees Zappone and Entenman for attending. Trustee Entenman stated that it was wonderful to be in a room full of women in the trades. President Harden gave kudos to the Foundation and Construction Center of Excellence. The RTC Art Show is currently happening. President Harden attended the Bite of Duck competition, which is a culinary competition of 19 teams that each provided a small bite that featured duck. This was an exciting event because a smoking pan triggered a fire alarm. Dean Tim O'Donnell and Ms. Nona May were well-prepared! Thank you, as well, to Chef Tony Parker for coordinating this event. These types of events help RTC become a community hub. President Harden met with grantors that fund the Wellbriety Center. The grantors recognized the partnership with the food pantry, as well as the way that the grant was used inter-departmentally to provide great services for students.

SEP/Accreditation

Work continues to move forward on the SEP. The campus listening sessions have concluded. Be Culture sent the summary report yesterday, and the report will be shared broadly. Be Culture joined the Instruction team meeting, and today Be Culture met with the trustees for work on the SEP. We're on time for feedback and a draft of the SEP to the campus community and Board. Vice Chair Norouzi stated that this has been a refreshing process. She expressed gratitude for the commitment she sees around the RTC campus, and for all of the hard work and courageousness that the campus community is engaged in and that the Board is benefiting from regarding the SEP. Thank you for your ongoing work on this important initiative. Tomorrow, there will be a presentation at the Foundation Board meeting on the SEP. Be Culture will also be at the Industry Dinner for more feedback that will be integrated into the SEP. Accreditation is next week. The accreditors will be asking about your favorite indicators!

Financial Stewardship

Vice President Jacob Jackson held a budget meeting. Another budget meeting is scheduled on May 6, 2024. Overall enrollment for spring is up 19% with a 20% increase for tuition-paying students. Apprenticeships will continue to trickle in. We are still short of the district allocation base. We hope to continue building momentum and enrollment to meet the college's mission. We will continue to diversify revenue streams. The final phase of the IT Instruction remodel is underway. Tomorrow, there will be a kickoff meeting for the Multicultural Center.

Strategic Partnerships and Engagement

President Harden met with CEO Emily Yim from the Washington Alliance for Better Schools (WABS). Their mission is to provide programs that support student transition to careers. WABS team members have already been connected with RTC Outreach and Student Life. President Harden met with CEO Karen Stout from Achieving the Dream (ATD). President Harden was a guest on the New Beginnings Fellowship podcast. This connection was through the Renton Chamber of Commerce. New Beginnings provides many valuable community resources that include reducing hunger and invited President Harden back to be a guest on another podcast episode. President Harden serves on the Renton Chamber of Commerce and was appointed as the Board Secretary, and so is now on the Executive Board. President Harden serves on the Alliance for Education Board and was appointed to the Development sub-committee. As of today, President Harden was appointed to serve on the local Workforce Development Board for Seattle-King County.

B. Financial/Budget Status

Chair Takamura expressed appreciation for the budget forum. VP Jackson briefed the group on the revenues and financials for the month end in February. RTC is close to being on target, revenue-wise. Salary, wages, and benefits are the largest expenditures for RTC. We're on target for salary, while benefits are coming in under what was budgeted. Goods and services are ahead of schedule. Travel will change after NCORE. Financial Aid distributions are behind schedule. The debt service payments will be made in June. Transfers are done in Month 13 (June). Overall, \$28.7M has been expended.

Trustee Cooper asked about Financial Aid. The Business Office and Financial Aid met to ensure that RTC does not leave any money on the table. The State Board issued guidance on processing financial aid, but there are some questions around reimbursements and which funds can be used/transferred. This may impact what can be offered during the summer. Trustee Cooper asked about the Washington Application for State Financial Aid (WASFA). WASFA is a different system than the federal system. PeopleSoft has an anticipated system fix coming out in early June that will impact Financial Aid. Cash and investment balances have held relatively steady. There will be a slight decrease in May to June due to expending the allocation.

Enrollments are up for Spring quarter, especially compared to last year. Running Start enrolment is down compared to Witner and last Spring. Worker retraining has specific criteria for qualification and is expected to increase throughout the quarter. Program Enrollment is unsteady compared to last year, with some programs doing better than last year and other programs doing not a well. Trustee Entenman asked about program enrollment and viability. VP Jackson

stated that enrollment is only one factor in program viability assessment. Vice President Stephanie Delaney discussed that one metric is welcoming practices that ensure student retention.

5. Board of Trustees

A. Foundation Liaison Report

Trustee Cooper will have more next meeting after the next Foundation Board meeting.

6. Meetings

A. Special and Regular Board Meeting – May 15, 2024

The next regular Board meeting will be held on May 15, 2024 at 3:00 P.M. and will be preceded by a special Board meeting to begin at 9:00 A.M.

7. Adjournment

There being no further business, Trustee Cooper moved to adjourn the Board of Trustees meeting at 3:58 P.M. Trustee Entenman seconded, and the motion carried.

Reminders:

- **April 2 – June 20 – SPRING QUARTER**
- April 22-23 – NWCCU Mid-cycle Accreditation Visit*
- May 1 – Industry Connections Dinner*
- May 2 – Speaker: Dante King*
- May 2-3 – Association of College Trustees Conference
- May 15 – BoT
- May 22 – Exceptional Employee Awards*
- June 12 – BoT
- June 21 – President’s Reception & Commencement
 - 4pm-5pm, Showare Center Dining Area / 6pm-8:30pm, Showare Center

* indicates FYI