Renton Technical College
Board of Trustees Meeting
November 18, 2026

AGENDA ITEM:

1. CALL TO ORDER

Information

SUBJECT:

BACKGROUND:

Board Chair Zappone will carry out the Notation of Quorum and call the meeting to order.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
November 18, 2026

AGENDA ITEM:

2. ADOPTION OF MINUTES

Information

SUBJECT:

BACKGROUND:

The following meeting minutes are attached for approval by the Board of Trustees.

A. September 16, 2026
B. November 10, 2026 (Special Meeting)

RECOMMENDATION:

Approval as presented.

Hybrid Study Session: Building I Boardroom

Join by Zoom link or phone: https://rtcedu.zoom.us/j/85955125679 / +1 253 215 8782 US (Tacoma) 859 5512 5679

Hybrid Regular Session: Culinaire Room (I-108)

Join by Zoom link or phone: https://rtcedu.zoom.us/j/86866830371 / +1 253 215 8782 US (Tacoma) 868 6683 0371

Agenda Items

I. STUDY SESSION

1. Call to Order

   Board Chair Bob Zappone called the Study Session to order at 12:32 P.M. and noted that all trustees were present.

2. Board of Trustees

   A. 2025-2026 Board Self-Evaluation

   Trustees reviewed the results of the Board Self-Evaluation. Discussion focused on opportunities to improve trustee knowledge and understanding of college programs and the college mission through additional tours, increased communication with faculty, and greater student interaction. Trustees expressed interest in partnering with the Renton Federation of Teachers on these efforts. Trustees agreed that trust, support, and transparency are evident among board members and in the Board's relationship with President Harden.
   Trustee Norouzi noted the importance of revisiting annual goals throughout the year. Trustees agreed that progress is being made on established goals and that periodic check-ins would be beneficial. Vice Chair Peschek suggested reviewing Board goals during future Board Retreat discussions.
   Trustees noted that monthly updates from President Harden and Vice President Jackson provide valuable information regarding progress toward presidential goals and the college budget. Trustee Cooper expressed appreciation for the transparency surrounding budget matters.

   B. 2026-2027 Board Goals

   President Harden and the Board agreed to carry forward the President's goals and Board goals from the previous year. Trustees thanked President Harden for her leadership and acknowledged the college's positive position. Chair Zappone expressed appreciation for receiving timely communication regarding matters that may impact the Board.
   Trustees agreed to revisit the possibility of a Board Retreat if a new trustee is appointed.

   C. 2026-2027 Board Budget

   The Board agreed to carry forward the Board budget from the previous year.

   D. 2027 Board Meeting Schedule

   The Board deferred this item until the November regular meeting due to time.

3. Executive Session

   At 1:40 P.M., Chair Zappone announced that the Board would convene an Executive Session to review the performance of a public employee and to discuss with legal counsel representing the agency the potential of litigation pursuant to RCW 42.30.110(1)(g) and (i). The Executive Session was scheduled for 20 minutes and was extended by five minutes and then by an additional ten minutes. The Board returned to Open Session at 2:15 P.M.

   Trustees discussed canceling the October Board meeting, scheduling a special meeting prior to the November board meeting, and extending the length of the November meeting if necessary.

4. Adjournment

   Trustee Peschek moved to adjourn the Study Session. Trustee Cooper seconded, and the motion carried unanimously. The Study Session adjourned at 2:48 P.M.

II. REGULAR BOARD MEETING

1. Call to Order

   Chair Zappone called the Regular Meeting of the Board of Trustees to order at 3:05 P.M.

2. Adoption of Minutes

   Trustee Peschek moved to approve the minutes of the June 17, 2026 Board Meeting. Trustee Cooper seconded, and the motion carried unanimously.

3. Communications

   A. General Information/Introductions

      There were no introductions.

   B. Correspondence

      There was no correspondence.

   C. Public Comments from the Audience

      There were no public comments.

   D. Associated Student Government

      ASG President Afonso and ASG Vice President Jess reported on recent student leadership activities, including leadership training, team-building activities, preparations for New Student Orientation, and attendance at a recent student

leadership conference. They shared their excitement about welcoming students during New Student Orientation.

E. Renton Federation of Teachers
There was no report.

F. Written Communication Reports
There were no written communications.

4. Action Items
   A. President's Contract Addendum

      The Board postponed consideration of the President's Contract Addendum until the next Board meeting. Trustees expressed strong support for President Harden's performance and indicated that additional questions regarding the addendum remain before action is taken.

5. Discussion/Reports
   A. President's Report
      President Harden provided updates on Fall Kickoff activities and thanked employee donors. She noted that Washington's technical college system is celebrating its 35th anniversary and Renton Technical College is celebrating its 85th anniversary.
      President Harden reported that the college was awarded a National Science Foundation grant of nearly $1 million. She also provided updates regarding the WACTC Retreat, the WACTC Equity Committee, and a recent summer equity convening.
      President Harden shared that she was the first guest on the new RTC podcast and that the episode will be released soon. She also reported her appointments to the Washington Coalition for Public Good and the American Association of Community Colleges Commission on Resilience and Finance.
      President Harden announced that she received the 2026 District 7 Pacesetter Award and provided an update regarding recruitment efforts for the vacant trustee position.
      Additional updates included a recent Executive Cabinet retreat focused on budget forecasting, campus climate feedback, and the Strategic Equity Plan.
      President Harden also reported on New Faculty Orientation activities and her participation in the Partnership for a Competitive Puget Sound.
      President Harden provided enrollment and campus construction updates. She also discussed the anticipated state budget deficit and provided an update on the Systemwide Efficiency and Effectiveness Study, which is expected to conclude in December.

B. Financial/Budget Status

Vice President Jackson reported on a legislative visit scheduled for October 28. He also provided a budget update on the college's revenue and expenditures YTD.

Trustee Cooper asked about the impact of the approximately 22 percent increase in state-approved healthcare premiums. Vice President Jackson explained that the state typically provides additional funding to cover those increases, though the funding may be offset by reductions in other areas of state support.

Board Chair Bob Zappone shared that he was at Fall Kickoff yesterday and he noticed a lot of enthusiasm from folks who are back on campus and preparing for fall quarter. He encouraged folks to stick together and reminded staff and faculty that we're doing great work for our community by serving students. Everything we can do to help each other makes things better. Be kind.

6. Meetings

The next regular Board meeting is scheduled for October 21, 2026.

7. Adjournment

Trustee Cooper moved to adjourn the meeting. Trustee Norouzi seconded, and the motion carried unanimously. The meeting adjourned at 3:45 P.M.

Agenda Items

I. SPECIAL MEETING

1. Call to Order

   Board Chair Bob Zappone called the Study Session to order at 1:34 P.M. and noted that a quorum was present.

2. Public Comments

   Renton Federation of Teachers President Dr. Huma Mohibullah addressed the Board and requested that future special Board meetings be scheduled with greater advance notice and consideration of faculty work schedules to allow faculty and union representatives meaningful opportunities to participate.
   Dr. Mohibullah also encouraged trustees to consider the broader institutional implications of decisions related to executive compensation during a period of financial uncertainty. She emphasized the importance of stewardship, shared accountability, and the perception of equitable sacrifice across the college community. Her remarks noted the connection between Board decisions and ongoing faculty contract negotiations and urged trustees to consider how compensation decisions may communicate institutional priorities.

   President Harden introduced the Board's newest trustee, Eric Perry. Trustee Perry shared his enthusiasm for joining the Board and serving the college.

3. Budget Report

   Vice President of Administration and Finance Jacob Jackson provided a financial status update. He reported that the college is projecting approximately $1.2 million in planned budget deficits between Fiscal Years 2027 and 2029. He noted that the college currently maintains a surplus of approximately $1.3 million that can be used to absorb those projected deficits.
   VP Jackson reviewed historical enrollment trends and enrollment projections through Fiscal Year 2029. He reported projected growth in General Education enrollment, steady enrollment in College and Career Pathways and Professional-Technical programs, and a slight decline in Supplemental and Apprenticeship programs. He noted that these projections do not include potential new programs currently under development.
   VP Jackson also reviewed the college's outstanding debt obligations and provided information regarding debt service schedules and anticipated debt expiration dates.

Trustee Cooper asked whether the college anticipates incurring any additional debt. VP Jackson reported that the college may purchase a surplus vehicle to support snow removal operations and estimated the cost at approximately $20,000.

Trustee Cooper also asked how the college's financial projections compare with other institutions within the system. VP Jackson reported that while the systemwide average enrollment change last year was approximately 12.1 percent, RTC's change was approximately 6 percent. He noted that RTC's enrollment trend is currently improving while many colleges remain flat or experience declines. He also explained that the allocation model includes a two-year funding delay and that additional funding generated by enrollment growth is anticipated beginning in Fiscal Year 2029. Vice Chair Peschek asked whether there were additional factors affecting the college's financial outlook. VP Jackson noted that state budget conditions, including potential impacts from the millionaire's tax and future state revenue allocations, continue to be monitored closely.

4. Executive Session

   Chair Zappone announced that the Board would convene an Executive Session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g). The Executive Session began at 2:15 P.M. and was scheduled for 30 minutes. The session was extended twice before concluding at 2:52 P.M.

5. Action Items

   A. President's Contract Addendum

   Trustee Cooper moved to approve the President's Contract Addendum. Chair Zappone seconded the motion.

   The motion was approved unanimously. Trustee Cooper stated that the action reflected the Board's confidence in President Harden and her ability to continue leading the institution.

6. Meetings

   The next Regular Board Meeting is scheduled for November 18, 2026.

7. Adjournment

   Trustee Cooper moved to adjourn the meeting. Vice Chair Peschek seconded the motion, and the motion carried unanimously. The meeting adjourned at 2:55 P.M.

Renton Technical College
Board of Trustees Meeting
November 18, 2026

AGENDA ITEM:

3. COMMUNICATIONS

Information

SUBJECT:

BACKGROUND:

A. General Information/Introductions
B. Correspondence
C. Public Comments
D. Associated Student Government
E. Renton Federation of Teachers
F. Written Communication Reports

RECOMMENDATION:

None.

Administration and Finance Report
Renton Technical College Board of Trustees
November 18, 2026

Financial Report

For month ending August, we are about 33 percent through the year. Revenue collection is about 37 percent. Tuition and fees are down by $500k from October 2025. We have drawn down $11.21M this year compared to $11.17M in state allocation last year.

Expenses are about 30 percent. Expenses are about $15.2 through October compared to this time last year of $14.6M last year. Salary and benefits are about $12.5M, which is about $500k more than last year. Goods and Other Services are slightly down month ending October compared to last year.

Business Office

We have had several staffing changes since our last update.

- Terron Harrison has started as our new Fiscal Specialist
- We are currently in the process of hiring for a Accounts Payable Specialist

Food Services & Rentals

- Catering Revenue
    - October 2025 total revenue $45,792
    - October 2026 total revenue $74,768
        - Decreased in revenue $17,974
        - percentage decrease 31.65%
- Total Department Sales
    - Bakery — $10,347.36
    - Café — $19,030.95
    - Culinary Room — $7,107.78
    - Catering — $74,767.90
    - TOTAL SALES — $111,253.99

Facilities & Grounds

Facilities and Grounds staff have been busy winterizing our grounds and facilities.

Capital

Minor Capital projects for Current Biennium (2023-2025):

- **2025-240 – Building J Second and Third Floor Remodel Study (SWL Architects)**
  - Water isolation valves are being installed
  - Framing of the third floor is complete
  - Framing of the second floor will start after the isolation valves are installed
  - Estimated completion date is August 2027

- **2025-551 - Bookstore Conversion**
  - Construction has started estimated completion date is end of November 2026

- **EV Expansion**
  - Notice to proceed has been issued.

- **Building L Office Suite**
  - Waiting on the City of Renton to approve the construction permit.

College Technology Services (CTS)
Renton Technical College Board of Trustees
November 18, 2026

College Technology Services

Fall Quarter

The Fall quarter has seen lots of construction activities in the J building. CTS continues to be open and available for campus IT services and in-person support located in J311. CTS has recently set up an EAB Navigate Student Success Kiosk to track in-person services for process improvements and student support. CTS is holding strong with an 88.51% customer satisfaction score (based on customer surveys YTD).

In November, CTS will begin setting up technology at the newly established Funding Center in the I building. The new space will feature employee offices, student computers, as well as a digital display.

Technology News & Updates

Annual cyber security training went out to all RTC employees as part of October's Cyber Security Awareness month activities. The six modules had a focus on safe AI, data protection, phishing and reporting as well as password security.

In support of RTC's broader AI adoption efforts, AI literacy training for employees is being developed following the college's first AI Summit in October and is expected to be implemented during the current academic year.

Technology Improvements

The Cafeteria audio/video (AV) project is now complete. This upgraded space is now ready for full programming and features assistive listening technology to support hearing accessibility. For outdoor programming and activities, the audio also extends outside to the Campus Center Plaza, the open space south of the I building between the H and J buildings.

Upcoming

Funding Center technology deployment

Blencoe Auditorium technology updates

Classroom display updates (TVs)

Content Creator program hardware deployment

Communications and Marketing Report
Renton Technical College Board of Trustees
Nov. 18, 2026

AWARDS and RECOGNITION

ED Katherine Hedland Hansen had the honor of presenting Dr. Harden with the Pacesetter Award, given by the National Council for Marketing and Public Relations, at the District 7 Conference. The award is given to a president who demonstrates special leadership in advancing their institution and community and technical colleges in general.

Earlier in the day, Katherine presented, "Putting the CRM into Marketing," sharing best practices for using CRM tools to recruit and enroll students and demonstrate return on investment.

Communications and Marketing also won two Medallion Awards: gold for the Foundation's first digital Annual Report and bronze for poster design.

COMMUNICATIONS and PROJECTS

Recent project completions include:

85th Anniversary banners

35th Anniversary of Technical Colleges
Foundation Digital Impact Report and Print mailer
Continuing Education signage

Creative assets for Winter 27 Marketing campaigns

NEWS and WEB

News stories:

Renton Councilmember Ruth Perez joins Foundation Board

Government Relations expert joins Board of Trustees

Disability Justice Week

Renton Technical College marks milestone years

Students can get free ORCA cards

Communications and Marketing Report
Renton Technical College Board of Trustees
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RTC in the NEWS

Honoring 85 years of Renton Technical College

Renton Technical College President says the time for trades education is now

SOCIAL MEDIA HIGHLIGHTS

- Overall engagement rate is 4.9%, up 88.6% from last October.
- October was our best month of the year for Facebook engagement, more than double last year during the same period.
- Follower growth increased by @3.3% on LinkedIn, compared to last year, with 157 net new followers.

Diversity, Equity, and Inclusion Report
Renton Technical College Board of Trustees
November 18, 2026

Diversity, Equity & Inclusion Council

DEIC meetings are held the 2nd Monday of each month in FLEX format on Zoom and C-111 from 2:30-4pm.
2026-2027 DEIC Meeting Schedule

- Monday, October 12, 2026
- Monday, November 9, 2026
- Monday, January 11, 2027
- Monday, February 1, 2027
- Monday, April 12, 2027
- Monday, May 3, 2027

No meeting College Governance Meetings are held December, March and June.

Diversity, Equity & Inclusion (DEI) – Unit Updates

Indigenous Peoples' Day
The 4th Annual Indigenous Peoples' Day celebration was hosted in partnership DEI, the DEIC Empowering Indigenous Voices and the Unity Center on Monday, October 12, 2026. Maizy Bear, RTC adjunct faculty member and artist hosted an interactive gathering centered on storytelling, art, connection, and reclaiming identity.
Drawing on the traditions of the Canoe Journey, the 10 Rules of the Canoe, storytelling, color, symbolism, and creative exploration, participants engaged in meaningful reflection about identity, belonging, intuition, and the assumptions we often make about ourselves and others.

Rev. Dr. Martin Luther King, Jr. Commemoration: January 19-21, 2027

The 2027 MLK Commemoration Committee has begun planning for the 5th Annual programming series scheduled in January. All programs will be open to students, faculty, staff and greater community and will include lectures, workshops, passive programs and much more.

MLK Commemoration is a programming series that honors and examines the enduring legacy of Rev. Dr. Martin Luther King Jr. Held the week of the federal MLK Day holiday, our program aims

to engage our community in a deep examination of Rev. Dr. King's teachings centered in justice, equity, and social change. Our goal is to inspire reflection, dialogue, and action rooted in his transformative vision for a more just and equitable society.

To learn more about MLK Commemoration Week and revisit last year's program, please visit Rev. Dr. Martin Luther King Commemoration

Racial Healing Handbook Seminar

The Racial Healing Handbook Seminar continues to provide a meaningful space for learning, reflection, and dialogue across our campus community. The weekly seminar is co-facilitated by Unity Center Manager Amaury Avalos and Executive Director of Diversity, Equity, and Inclusion Doris Martinez.

Using *The Racial Healing Handbook: Practical Activities to Help You Challenge Privilege, Confront Systemic Racism & Engage in Collective Healing* by Anneliese A. Singh, PhD, LPC, participants engage in guided discussions and activities that deepen their understanding of race, identity, and belonging. Each one-hour session explores key topics including antiracism, microaggressions, privilege, racial identity development, intersectionality, and the ways race influences relationships and everyday experiences.

The seminar began during the week of October 5 and is scheduled to continue through the week of December 24, meeting weekly from 11:00 a.m. to 12:00 p.m. Through courageous conversation, self-reflection, and collective learning, participants are building greater awareness and strengthening their capacity to foster equity, inclusion, and racial healing within the campus community.

Office of Student Leadership & Programs

Student Life continues to build momentum as we transition into our temporary spaces in J-117 and J-118 and strengthen student leadership and campus engagement.

- **Student leadership:** ASG leaders are establishing regular Executive Board and Senate meetings, leading campus programming, and building relationships through activities such as the Mix and Mingle with Executive Cabinet.

- **Student voice and advocacy:** Students will participate in the Legislative Academy and are developing an RTC Student Community Survey to gather feedback on student experiences and needs. Informal conversations are already helping identify priorities, with plans to invite staff and campus partners into continued dialogue.

- **Campus engagement:** Haunted Ravens brought together more than 150 attendees. Planning is underway for Winter Welcome Week and Club Rush to welcome students and connect them with opportunities to get involved.

Our focus remains on student belonging, leadership development, and opportunities for students to help shape their campus experience.

TRIO Student Support Services

TRIO Student Support Services (SSS) continues to build on the success of its inaugural year at Renton Technical College, moving into its second year of federal funding with an increased focus on student persistence, academic achievement, and long-term educational success.

- **Student Success and Academic Support**
  With the program's initial recruitment and enrollment infrastructure established, TRIO is increasingly focused on delivering individualized, sustained academic support to participating students. This includes academic coaching, individualized Student Success Plans, transfer and career pathway planning, financial aid navigation, and ongoing case management.

  The TRIO Academic Center continues to serve as an important space for student learning and connection. Regular tutoring, academic support, and access to technology provide students with opportunities to receive support beyond the classroom. The program is also strengthening connections between tutoring, faculty engagement, and individualized academic interventions.

- **Faculty Engagement and Institutional Partnerships**
  A significant priority this fall has been strengthening TRIO's partnerships across the institution. Faculty are increasingly engaging with TRIO to connect students with academic resources, and opportunities for faculty office hours and direct collaboration within the TRIO Center continue to expand.

  TRIO is also working closely with Financial Aid, Disability Resources for Students, advising, and other campus partners to coordinate support for students navigating academic challenges, financial uncertainty, and educational transitions. These partnerships help ensure that students experience coordinated services rather than disconnected institutional processes.

- **Program Development and Accountability**

As a federally funded program, TRIO continues to develop its systems for student documentation, service tracking, performance reporting, and grant compliance. The program is preparing for external peer review and technical assistance to evaluate its implementation, strengthen internal processes, and support long-term sustainability.

- **Looking Ahead**
  As the academic year progresses, TRIO will continue prioritizing student retention and academic progress, expanding faculty partnerships, strengthening tutoring and advising services, and documenting student outcomes. The program remains committed to advancing RTC's mission by helping eligible students overcome barriers, persist in their programs, complete their credentials, and pursue their educational and career goals.

Unity Center

The Unity Center has adjusted its operating hours for the 2026-2027 academic year to offer additional time for the RTC Community.

Hours of Operation
Monday, Tuesday, Thursday: 9 a.m. – 4:30 p.m.
Wednesday: 9 a.m. – 7 p.m.
Friday: 9 a.m. – 1 p.m.

Center programming continues to foster meaningful opportunities for learning, dialogue, and community engagement. Below are highlights of both recently hosted and upcoming programs. All events are open to students, staff, faculty, and members of the broader RTC community.
For more information about the Unity Center, please visit us in Building D, connect with our team, or follow campus communications for updates on upcoming programs and events. Additionally, visit us @ https://rtc.edu/about-rtc/dei/unity-center/index.php

Latinidad? A Conversation with Executive Director of Diversity, Equity, and Inclusion, Doris Martinez
Date: Wednesday, Sept. 30
Time: 1:00pm-2:30pm
Location: Unity Center, Building D

Remembering our Ancestors through Printmaking with Eileen Jimenez
Tuesday, October 27,2026
Time: 11am-12:30pm
Location: Unity Center, Building D

Cultural Fashion Show
Date: Thursday, November 12, 2026
Time: 12:30pm–3:00pm
Location: Unity Center, Building D

Gratitude Gathering
Date: Wednesday, December, 2, 2026
Time: 3pm- 5pm
Location: Unity Center, Building D

RTC Foundation Report
Renton Technical College Board of Trustees
November 18, 2026

Scholarships and Events

Winter 2027 Scholarship Cycle

Winter quarter applications have closed with over 215 applicants. This is 25 percentage above the previous year for winter quarter 2026. There were two interactive scholarship workshops held in October. The Scholarship Committee now reviews and scores applications and will meet to make awards on Dec. 2nd.

Book & Equipment Grant

The current budget for FY26-27 based on donations is $194,598.23. This is 22 percent higher than the previous year. There have been 132 of the larger $1,000 grants awarded of 150 available, and 63 awarded of 89 available of the $500 grants. The larger $1,000 BES grant goes to students in high-cost and targeted programs and leads to very high retention and persistence rates.

2026 Celebrity Chef Dinner Nov. 12th

The dinner is sold out and fundraising amounts will be announced later in the month. Renowned Pacific Northwest Chef John Howie is serving as this year's Celebrity Chef and Jeff Lindsay-Thorsen as the Advanced Sommelier. Hobart Service, Sysco, Amazon, and Bargreen Ellingson are the main sponsors along with the "Chef's Table" sponsor. The "Raise your Spoon" for students secures funds to purchase knife kits and professional uniforms. Proceeds from the dinner go to support culinary student scholarships and program enhancements.

Thanksgiving Pie Project

The Thanksgiving pie fundraising campaign is on track for another successful year, selling 110 pies and raising around $3,000 to help fund student emergency assistance grants.

Fall Connell Scholar event with WSOS

Over 40 students are expected Nov. 18th for a scholar luncheon with the Connell family. This is the first time the Foundation has done a joint luncheon with the Washington State Opportunity Scholarship (WSOS) organization where the Connells also fund scholarships. RTC is one the WSOS "priority" colleges for WSOS-Connell funding.

Development & Community Engagement:

- The Sharing Foundation, the Rottler family's private foundation, donated $46,000 for the Rottler Manufacturing Scholarship.
- Boeing awarded $40,000 for scholarships that included $15,000 to launch a new Tools Library for first-quarter machining students.
- Over $40,000 was raised from anonymous donors to support the student emergency grant and various scholarships.

- Microsoft renewed their annual grant of $20,000 to support the cybersecurity program.
- Puget Sound Energy (PSE) renewed their Powerful Scholars scholarship for 2026-2027 supporting first-generation students who are seeking careers in STEM-related fields. This year includes the opportunity for plant tours and career exploration engagement through local PSE representative.

- The Marine Corps Support Group (MCSG) has provided $5,000 to award to two Marine veterans attending RTC. This is the eighth year in a row that the MCSG has partnered with the Foundation to support veteran students. The MCSG also holds their annual U.S. Marine Birthday luncheon celebration at RTC.

- Grant Outreach: The Executive Director met with staff from Sen. Murray's office to discuss the mobile radiology lab to support the launch of a new radiologic technician program. To date, $90,000 of seed funds have been raised through private donors and a proposal was prepared for King County.

- Kent Valley Air & Space Roundtable: Staff participated in the Oct. 29th Career Expo at the ShoWare Center with over 700 high school students from the region. Dr. Harden and Executive Director Shaw will be presenting about the Roundtable and the Congressional Funded Community Project at the Fall WACT conference, Nov. 12th.

- Indigenous Peoples Day – Staff participated in the planning and introduction of Mazy Bear for storytelling, art, connection and reclaiming identity in the Unity Center.

Government Affairs

- Aerospace Futures Alliance Summit: President Harden served on a panel to discuss how post-secondary institutions like RTC, and pre-apprenticeship programs are meeting the needs of industry. The annual summit brings industry leaders and public officials together at the Museum of Flight to discuss current issues impacting the aerospace sector. Executive Director Shaw joined Dr. Harden to connect with public officials and build out RTC's network of industry and subject-matter experts.

- Legislative Campus Tours: Rep. My-Linh Thai toured the Medical Assisting program and discussed program growth and operational needs with Dr. Harden. Tours are scheduled with other Legislators during the months of November and December.

- Dr. Harden was presented with the City of Renton Proclamation for National Manufacturing Month during the Renton Council meeting, Oct. 26th.

Operations

Finance Committee Q3 review

The committee met to discuss Q3 performance with investment managers Bagley Phelps. In summary, equity markets were near all-time highs at the end of September, with gains broadening across more types of companies. The Market's forward price-to-earnings multiple was approximately 19 times earnings, described as reasonable relative to selected historical periods including 2000–2007, 2020, and 2022. Earnings growth was identified as the primary reason valuations had become more reasonable.

The primary Foundation portfolio started the year around $3.2M and ended Q3 at $3.32M, after $218K in market gains and $18K in total investment income.

2026 Student Survey and Focus Group Summary

The Foundation added a student feedback question to the scholarship application and worked with the Associated Student Government (ASG) to conduct a focus group. The following summary includes feedback from the 2025-2026 academic year.

Maintain what is working in Foundation:

- Many students said the Foundation is already doing an excellent job. Change nothing.
- Foundation support helps students stay enrolled, reduce financial stress, work fewer hours, focus on academics, complete programs, earn credentials, and transition into careers.
- Students consistently described the Foundation as a source of hope, motivation, stability, and opportunity.
- Quarterly Scholarship workshops: application assistance in native languages is helpful.
- Book and Equipment grant: books and supplies, and technology support were especially appreciated.
- Some students explicitly recommended continuing current services without any major changes. Continue providing encouragement and recognition of student achievement.

Human Resources
Renton Technical College Board of Trustees
October 2026 Report

The following personnel actions occurred during October 2026 and are presented for the Board of Trustees' information

AFT	Effective Date	Position	Department
-Separations			
Patrick Ostrom	10/15/2026	Custodian I / Swing Shift	Facilities
WFSE	**Effective Date**	**Position**	**Department**
-Separations			
Beverly Jensen	10/1/2026	Fiscal Specialist	Business Office
Nyah Ferreira	10/29/2026	Student Life Coordinator	Diversity, Equity, & Inclusion
Prof Tech	**Effective Date**	**Position**	**Department**
-Hires			
Melanee Garrison	10/12/2026	Financial Aid Program Specialist	Financial Aid
Exempt	**Effective Date**	**Position**	**Department**
-Hires			
Eric Bryant	10/1/2026	Facilities & Grounds Services Director	Facilities
-Separations			
Lindsay Johnson	10/10/2026	Executive Assistant	Instruction
RFT	**Effective Date**	**Position**	**Department**
-Hires			
Jean Fallow	10/5/2026	Part-Time Faculty	College & Career Pathways
Gregory Miller	10/7/2026	Part-Time Faculty	General Education & Business
Megan Lynch	10/26/2026	Full-Time Nursing Instructor – Tenure Track	Nursing
-Separations			
Derek Jones	10/1/2026	Part-Time Faculty	Advanced Manufacturing

	Monthly Total Hires	% of Diverse Hires YTD
Full-Time	3	50%
Part-Time	2	18%

Office of Innovation and Strategic Partnerships Report
Renton Technical College Board of Trustees
November 10th, 2026

Wade Parrott:
Executive Director of Innovation & Strategic Partnerships

Overview

During the fall, OISP continued advancing strategic partnerships, workforce development initiatives, and Continuing Education growth. Key activities included further development of the Ballmer Foundation aerospace and manufacturing initiative, strengthening regional industry and community partnerships, expanding Continuing Education operations and enrollment, and supporting RTC's growing engagement in Artificial Intelligence. OISP also convened the fall President's Community Advisory Committee, bringing together regional leaders to discuss institutional priorities, workforce needs, and opportunities for collaboration. Additional details are provided below.

I. Community Partnerships

Ballmer Foundation Aerospace and Manufacturing Initiative

Building on the work outlined in the September Board report, OISP continued developing the Ballmer Foundation opportunity, now focused on strengthening workforce pathways in Washington's aerospace and advanced manufacturing sectors.

A central component of the proposed initiative is creating progressive career pathways that connect RTC students with regional employers through work-study placements, internships, and other work-based learning opportunities. Through engagement with the Kent Valley Aerospace Roundtable and other industry partners, OISP is exploring opportunities for employers to provide students with hands-on experience that can lead to part-time and full-time employment.

OISP continues collaborating with RTC Instruction, Workforce Development, the Grants Office, the RTC Foundation, and regional industry stakeholders to align the proposal with employer workforce needs and strengthen connections between education, industry experience, and career opportunities.

Aerospace Futures Alliance Leadership Summit

On September 24, OISP attended the Aerospace Futures Alliance Leadership Summit at The Museum of Flight, where Dr. Harden participated as a panelist. The summit brought together aerospace industry leaders, government representatives, and workforce partners to discuss the future of Washington's aerospace industry and its workforce needs.

The summit also helped inform and strengthen the Ballmer Foundation proposal. Bill Ellis, representing the City of Kent and the Kent Valley Aerospace Roundtable, participated in the summit and shared perspectives on industry talent needs, workforce pipeline challenges, and employer expectations. These discussions reinforced the proposal's emphasis on employer partnerships, internships, work-based learning, and progressive career pathways.

RTC Artificial Intelligence Summit

On October 15, RTC hosted an institutional AI Summit bringing together faculty and staff to highlight existing AI initiatives and explore opportunities for greater collaboration across the College. Faculty shared examples of AI supporting instruction, including writing coaching, Socratic math practice, language access, and accessible learning materials.

The summit also addressed responsible AI adoption, data privacy, institutional guidelines, and preparing students for an increasingly AI-enabled workforce. Keynote speaker Kirk Davis, Executive Director of CAMPS, discussed how AI is changing industry workflows and the importance of preparing employees and students with the skills to work alongside emerging technologies.

The discussion identified opportunities for expanded employee training, clearer institutional guidance, and a more coordinated approach to AI resources and support across RTC.

Regional AI Workforce Engagement – University of Washington Continuum College

OISP also participated, on behalf of Dr. Harden, in a regional AI workforce listening session hosted by UW Continuum College as part of a statewide initiative supported by Microsoft. Led by Hanson Hosein and the UW Research and Innovation team, the initiative is gathering input from nonprofit, civic, education, and business leaders on how AI is changing organizations and workforce needs.

The discussions focused on emerging skills, employee training, and the resources organizations need to adapt to AI-driven changes. Input from these regional sessions will help inform new educational programs designed to strengthen workforce readiness and career resilience.

Participation provided RTC an opportunity to contribute to the regional AI conversation and strengthen connections with UW and other organizations working to address the workforce implications of artificial intelligence.

II. Continuing Education (CE)

OISP continues to oversee RTC's Continuing Education portfolio, with a focus on workforce-responsive programming, sustainable revenue growth, operational improvements, and expanding access to education and training.

1. Boiler Training Demand and Expansion

Demand for RTC's Boiler 3 and Boiler 4 Continuing Education courses remains exceptionally strong. Both courses are currently full for the winter quarter, with waitlists developing for upcoming offerings. Continued demand reflects the importance of these programs to the regional workforce and the value of RTC's established training offerings.

OISP continues to monitor enrollment demand and explore opportunities to expand course capacity to better serve industry, local businesses, and individuals seeking to advance their professional credentials.

2. Civil Engineering Surveying Course

RTC's Civil Engineering Surveying course is scheduled to run during winter quarter following additional time to recruit students and build enrollment. Moving forward, OISP's goal is to offer the course every other quarter, providing sufficient lead time for recruitment and enrollment while establishing a more sustainable schedule for the program.

This approach will allow RTC to better align course offerings with student demand while continuing to build awareness and participation in this workforce-focused training opportunity.

3. Aviation Continuing Education Enrollment Growth

RTC's Aviation Continuing Education courses are also showing stronger enrollment earlier in the recruitment cycle for winter quarter, continuing a positive trend that began during fall quarter.

During fall quarter, student demand exceeded initial classroom capacity, requiring RTC to increase class sizes from approximately 20 to 25 students per course to accommodate additional enrollment. The continued early enrollment activity for winter

suggests that demand is carrying forward and that RTC's aviation offerings are gaining momentum.

OISP will continue monitoring enrollment trends and working with program stakeholders to ensure course capacity and scheduling remain responsive to student demand.

4. Continuing Education Operations and Student Support

OISP is continuing to strengthen the operational infrastructure supporting Continuing Education as the portfolio grows. RTC's Continuing Education space in K133 is being developed as a central hub for program administration, student support, and enrollment services.

New signage for the K133 Continuing Education space will be installed to improve visibility and provide a more recognizable point of contact for students and community members. OISP is also working to establish additional staffing support through a student work-study position for the front desk and a part-time hourly position focused on Continuing Education enrollment support.

These improvements are intended to strengthen the student experience, improve responsiveness to enrollment inquiries, and provide the operational capacity needed to support continued growth in Continuing Education programming.

5. Continuing Education Website and Communications

OISP has also developed and launched an updated Continuing Education webpage to improve access to information about available courses, program offerings, and enrollment opportunities. The updated webpage provides a more centralized resource for individuals and employers interested in RTC's non-credit training and Continuing Education programs.

The Continuing Education information is also incorporated into the Office of Innovation and Strategic Partnerships webpage, which serves as a broader resource for OISP initiatives, community partnerships, and institutional engagement.

III. President's Community Advisory Committee (CAC)

The President's Community Advisory Committee (CAC) convened for its fall 2026 meeting, bringing together representatives from College Spark Washington, the King County Executive's Office, the City of Renton, Renton School District, and RTC leadership.

The meeting focused on RTC's institutional priorities, enrollment and budget updates, new program development, and the implementation of Washington's new community and technical college funding allocation model. Community partners also shared updates on regional economic development, major City of Renton projects, transportation initiatives, and K-12 workforce and Career and Technical Education pathways.

The discussion reinforced the value of maintaining strong connections between RTC and regional partners while identifying opportunities for continued collaboration. Follow-up opportunities include connecting RTC with King County Metro regarding the Renton Area Mobility Project, exploring a presentation on the South King County Crisis Care Center, and continuing discussions around regional workforce and legislative priorities.

RENTON TECHNICAL COLLEGE®

Institutional Research and Effectiveness (IR&E)
Renton Technical College Board of Trustees
November 18, 2026

College Stats

- 1st Fall-to-Winter Retention Rate: **80%**
- 1st Fall-to-Spring Retention Rate: **71%**
- Year 3 Completion Rate: **36%**
- Year 4 Job Placement Rate: **73%**

Source: SBCTC First-Time Entering Cohort (FTEC) Dataset. Rates reflect the most recent reporting years available for each metric (2025, 2025, 2022, and 2021, respectively).

Strategic Planning & Accreditation

Year 2 Strategic Indicator Scoring

Each indicator is scored using the following scale:

- 0 – Not met
- 1 – Partially met
- 2 – Met
- 3 – Exceeded expectation

Strategic Indicator	**2024-25 Score (Year 1)**	**2025-26 Score (Year 2)**
1.1 Completion Rate	1	0
1.2 Employment Rate	2	3
1.3 Student Learning Outcomes	0	1
2.1 Campus Climate	2	3
2.2 Guided Pathways Equity	N/A	3
3.1 Advisory Committee Health	1	1
3.2 Partnership Strength	2	1
4.1 FTE Targets	2	3
4.2 Unit Outcomes	3	3
4.3 Budget Alignment	1	1
Total	**14**	**19**

Year 3 Strategic Priorities

The following strategic priorities have been identified by Cabinet:

1. **Enrollment Alignment**: Align enrollment growth with workforce demand, program capacity, and strategic investment.
2. **Resource Diversification**: Expand and diversify funding sources through public and private support and revenue-generating programs to advance workforce development and student success.
3. **Technical College Identity**: Reaffirm the college identity as a first-choice destination for career training.

Program Review & Assessment

- The 2026 Fall Academic Program Review cycle is complete.
- The 2026 Non-Academic Unit Assessment cycle is complete.

Unit & Budget Planning

- The 2026 Unit & Budget Planning process is underway and will continue through December.

Data & Reporting

- The 2026 Fall IPEDS Survey has been submitted.
- New Academic Program Review dashboards are available internally through the IR&E SharePoint site.
- SBCTC released updated data classification guidance for the community and technical college system. RTC's Data Integrity Group (DIG) will lead efforts to establish data governance best practices across the college.
- A systematic review of completion data is underway to inform appropriate interventions.

Systems & Process Improvements

- Cross-functional teams are developing an automated onboarding process to streamline hiring and onboarding activities for departments, Human Resources, and supervisors.
- A ctcLink Enhancement Request has been developed to improve National Student Clearinghouse reporting.
- A standardized process for managing data related to individual program accreditation is in development.
- Process and data improvements are in development to support Financial Aid and Veteran Services.

Other Projects

- In partnership with King County Metro, RTC is administering a year-long pilot providing state-funded ORCA transit cards to eligible students.
- RTC continues its partnership with Renton School District (RSD) to facilitate data sharing and support student enrollment pathways to RTC.
- RTC has established a data-sharing agreement with Tukwila School District.
- Development of an AI Survey is underway.
- Development of an English Language Assessment (ELA) Survey is underway.
- IR&E completed 17 ad hoc data and research requests during September and October.

Instruction Report
Renton Technical College Board of Trustees
November 18. 2026

Board of Trustees Report — November 2026

This month, we have two video presentations from Instructional Deans.

Dean Warren Takata will update you on our Culinary Program. https://youtu.be/OBhDuROBr4c

Dean Dr. Sarah Wakefield will update you on General Education Programs.
https://youtu.be/orhjLDBGsU4

Student Services
Renton Technical College Board of Trustees
November 18th, 2026

Introduction to Entry Services

Lindsey Smith, Director of Entry Services, and Manuel York, Student Success Specialist, provide an overview of Entry Services in this short video and report on the campus-wide launch of required new student advising. These efforts are in alignment with Guided Pathways and advising best practices, as we refine processes to enhance the student experience and promote retention.

Renton Technical College
Board of Trustees Meeting
November 18, 2026

AGENDA ITEM:

4. ACTION ITEMS

Action

SUBJECT:

BACKGROUND:

A. 2027 Board Meeting Schedule

RECOMMENDATION:

Approve as requested.

Renton Technical College
Board of Trustees Meeting
November 18, 2026

AGENDA ITEM:

5. DISCUSSION/REPORTS

Information

SUBJECT:

BACKGROUND:

A. President's Report
   Dr. Harden will provide a report subsequent to the September 16, 2026 Board meeting

B. Financial/Budget Status
   Vice President Jackson will provide a report of the budget

RECOMMENDATION:

None.

RENTON TECHNICAL COLLEGE
MONTHLY OPERATIONS REPORT
FISCAL YEAR 2026-27
For the Month of October 2026

	October 2026 - Actual	Year to Date - October 2026 - Actual	Prior Year to Date - October 2025 - Actual	Variance - Increase (Decrease)
Beginning Cash Balance	6,264,025	3,848,744	3,533,343	315,401
Add - Revenues:				
Tuition & Fees - Funds 060 148 149 561	229,499	6,046,476	6,521,543	(475,067)
Grants and Contracts	445,898	2,071,333	2,096,589	(25,256)
Donation Received	-	-	-	-
Student Government	17,960	472,111	535,210	(63,100)
Bookstore	21,686	48,331	31,451	16,880
Security/Parking	7,721	201,075	189,283	11,793
Culinary Arts - Food Services	78,328	260,845	227,601	33,245
Housing	-	-	-	-
Interest Income	91,089	278,393	192,720	85,673
Rental Income - Excluding 569	36,432	95,890	138,819	(42,929)
Scholarship and Student Loan Funds Received	729,520	5,497,678	4,919,672	578,006
CRRSA	-	-	-	-
CARES Deferred FY20	-	-	-	-
Net Operating Revenues	**1,658,132**	**14,972,132**	**14,852,887**	**119,245**
Add - State Allocation				
State Allocation - VPA Expenses	3,233,696	11,211,399	11,168,049	43,350
Capital Allocation Fund 057	111,590	481,108	180,824	300,284
Capital Allocation Fund 060	-	-	4,650	(4,650)
Capital Allocation Fund 26C	271	271	155,762	(155,491)
Total State Funding	**3,345,557**	**11,692,778**	**10,752,691**	**940,087**
Total Revenues	**5,003,688**	**26,664,910**	**25,605,579**	**1,059,331**
Less - Expenses:				
Salaries	2,886,068	9,886,702	9,329,028	557,674
Benefits	915,435	3,244,470	3,069,821	174,649
Contracts	-	-	-	-
Goods and Other Services	1,531,432	3,869,861	2,827,175	1,042,686
Cost of Goods Sold	25,382	94,622	87,494	7,128
Travel	23,315	36,175	40,582	(4,407)
Equipment	112,998	113,106	126,973	(13,867)
Computer Equipment	-	-	-	-
Financial Aid	1,082,898	6,709,773	6,019,238	690,535
Debt Service	-	2,532	7,253	(4,721)
Bad Debt	-	-	-	-
Total Expenses	**6,577,528**	**23,957,240**	**21,507,562**	**2,449,678**
Net Operating Surplus (Deficit)	**(1,573,839)**	**2,707,670**	**4,098,016**	**(1,390,346)**
Other Sources (Applications) of Cash:				
Changes in Petty Cash; Accts. Receivable & Accts. Payable; Inventory	426,169.49	(1,123,221)	(1,137,441)	14,220
Decrease/ (Increase) in Investments & Bond Amortization	(2,038,515)	(2,153,598)	(193,341)	(1,960,258)
Payment of Bldg, Innovation Fee, and VPA Advance to State	(224,201)	(425,954)	(395,347)	(30,608)
Land Purchase	-	-	-	-
Total Other Sources (Applications) of Cash	**(1,836,546)**	**(3,702,774)**	**(1,726,129)**	**(1,976,645)**
Adjustments to Cash	-	-		
Ending Cash Balance	**2,853,640**	**2,853,640**	**5,905,230**	**(3,051,590)**
Add College Reserves:				
Local Government Investment Pool (LGIP)	13,110,353	13,110,353	11,649,900	1,460,453
Investment Bonds held in trust by US Bank	4,287,085	4,287,085	4,236,504	50,581
Total Reserves	**17,397,438**	**17,397,438**	**15,886,403**	**1,511,035**
Total Cash and College Reserves	**20,251,078**	**20,251,078**	**21,791,634**	**(1,540,555)**

	Actual %	Year to Date	Prior Year to Date	Variance
Total Current State Allocation	100%	33,179,528	32,432,996	746,532
Allocation Used - Year to Date	34%	11,211,399	11,168,049	43,350
Remaining State Allocation	66%	21,968,129	21,264,947	703,182

Renton Technical College
Board of Trustees Meeting
November 18, 2026

AGENDA ITEM:

6. MEETINGS

Information

SUBJECT:

BACKGROUND:

A. The next regularly scheduled meeting of the Board of Trustees will be December 16, 2026.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
November 18, 2026

AGENDA ITEM:

7. ADJOURNMENT

Action

SUBJECT:

BACKGROUND:

RECOMMENDATION:

Motion required.