

Agenda Items

Information/Action/Presenter

- 1. CALL TO ORDER** **3:00 P.M.**
 - A. Notation of Quorum

- 2. EXECUTIVE SESSION**
 - A. An Executive Session will be called to review the performance of a public employee for purposes of Tenure, in accordance with the Open Public Meetings Act (RCW 42.30).
 - B. Announcement of time Executive Session will conclude.
 - C. Return to Open Session

- 3. ADOPTION OF MINUTES** **ACTION**
 - A. November 16, 2022 – Regular Meeting

- 4. COMMUNICATIONS** Information
 - A. General Information/Introductions
 - B. Correspondence
 - C. Public Comments from the Audience
 - D. Student Leadership
 1. Transforming Lives Recognition
 - E. Renton Federation of Teachers
 - F. Written Communication Reports

- 5. ACTION**
 - A. Faculty Tenure and Advancements
 1. Tenure Advancement
 2. Second to Third Year Advancement
 3. First to Second Year Advancement

- 6. DISCUSSION/REPORTS**
 - A. Diversity, Equity and Inclusion Report Exec. Director Martinez
 - B. Administration/Finance
 1. Monthly Finance Report Vice President Jackson
 2. Budget Process and Timeline Vice President Jackson
 - C. President's Report Dr. Yoshiko Harden

- 7. BOARD OF TRUSTEES**
 - A. 2022 ACT Fall Conference Report Trustee Takamura
 - B. Trustee Recruitment Dr. Yoshiko Harden

- 8. MEETINGS** Information
 1. Regular Board Meeting – January 18, 2023

- 9. ADJOURNMENT** **ACTION**

EVENT REMINDERS

ACT New Trustee Orientation + Transforming Lives Award Dinner · Jan 23, 2023· Olympia Hotel, Olympia, WA

ACT Winter Legislative Conference - Jan 24, 2023· Olympia Hotel, Olympia, WA

ACCT National Legislative Summit - Feb 5-8, 2023; Marriot Marquis, Washington D.C.

Renton Technical College
Board of Trustees Meeting
December 7, 2022

AGENDA ITEM: 1. CALL TO ORDER

SUBJECT:

BOARD CONSIDERATION	
X	Information
	Action

BACKGROUND:

The Board Chair will carry out the Notation of Quorum, call the meeting to order.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
December 7, 2022

AGENDA ITEM: 2. EXECUTIVE SESSION

SUBJECT:

BOARD CONSIDERATION	
X	Information
	Action

BACKGROUND:

- A. An Executive Session will be called to review the performance of public employees for purposes of tenure advancements, in accordance with the Open Public Meetings Act; RCW 42.30.110.
- B. Announcement of time Executive Session will conclude.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
December 7, 2022

AGENDA ITEM: 3. **ADOPTION OF MINUTES**

SUBJECT:

BOARD CONSIDERATION	
	Information
X	ACTION

BACKGROUND:

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

- A. November 16, 2022 Regular Meeting

RECOMMENDATION:

Approval as presented.

MEETING MINUTES

1. CALL TO ORDER

Vice Board Chair Frieda Takamura called the meeting to order at 3:00 p.m. Notation of quorum was made. Vice Board Chair Takamura thanked and recognized Board Chair Entenman for her additional public service and leadership in the upcoming legislative session.

2. ADOPTION OF MINUTES

Board Chair Entenman asked for a motion to approve the following minutes:

A. October 19, 2022 regular and special meeting

Trustee Unti moved to approve the minutes for the special and regular meetings held on October 19, 2022. Trustee Norouzi seconded and the motion carried.

3. COMMUNICATIONS

- A. General Information/Introductions** There were no introductions at today’s meeting. Frieda congratulated RTC on the recent career fair and its success, also noting RTC’s November 15 Open House which was well attended with much coordination and engagement from faculty, staff and prospective students.
- B. Correspondence** There was no correspondence.
- C. Public Comments from the Audience** There were no public comments.
- D. Student Leadership** Director Walter Lutsch provided an update from student leadership, reporting that they are recruiting for 2 additional executive board members to make 5. Holiday celebration events are being organized and a Dec. 5 a holiday buffet will be held at RTC with free tickets for students that stop by the ASG office. Monday, November 21, 11am is the next ASG leadership meeting.
- E. Renton Federation of Teachers** RFT President, Donna Maher shared a Native American folk tale in honor of Native American Heritage Month in November, and in honor of community at RTC. Negotiations are continuing around returning to campus. Enrollment is a concern for RFT along with BCC’s expanding Nursing Program, which is similar to RTC’s. President Maher appreciated the recent meetings with the President and her leadership team and RFT looks forward to continuing these discussions.
- F. Written Communication Reports** Reports were included in the board packets.

5. DISCUSSION REPORTS

- A. Administration/Finance** Budget Director, Christina Solis provided an update prior to the September 2022 board meeting and for the month ending September 2022. For month ending September, we are reporting for 25 percent of the year for revenues and expenses. Our revenue collection through September is about 20.1 percent, so we are about 4.9 percent lower than expected. Tuition is 15.1 percent or about 10 percent lower than expected. This is due to fewer tuition paying students. This represents a collection of \$951k or about \$600k less than expected. Fees to date are about 28.5 percent or about \$90k more than expected. Food Services continues to improve over last year with a collection of \$125k compared to \$70k last year. While total revenue is down about \$10.1M, it should be noted that this is because of the decrease in donations, \$5M from the Scott/Jewett gift, and CRRSA funding of \$5.16M. The CRRSA funding was our federal Cares Act funding, which we referred to as HEERF. Through September, our expenditures are running about 20.2 percent, or 4.8 percent lower than expected. Even with lower expenditures, it should be noted that salaries and

benefits are about \$662k higher than last year at this time. Overall expenses for this September are roughly \$2.3M more than they were in September 2021. The majority of this increase is the transfer of \$1.6M from the College to the Foundation to fund the Kevin McCarthy Bridge to College Success grant. Our total cash and reserves is about \$22.2M compared to \$23.5M last year. Again, the reason for the large decrease is the transfer of \$1.6M from the College to the Foundation to help fund the Kevin McCarthy Bridge to College Success grant.

- B. President's Report** Dr. Yoshiko Harden provided a report highlighting activities subsequent to the October Board Meeting. Dr. Harden acknowledged the tragic deaths of college students this week and noted the connections between us all and especially among colleges in these tragedies. The Open House yesterday provided an energy boost to all and included attendees from 6 or 7 high schools and even a few middle schools. Faculty had tables and promoted their programs. The Lavender Network had a table. Dr. Harden thanked the trustees for attending. It was incredible to see the learnings and participate in the interactives. Dr. Harden also recognized National Apprenticeships Week and called attention to the emerging apprenticeship roles in the Health and IT fields which offer additional pathways and opportunities for students and especially technical colleges. Dr. Harden thanked RTC staff, faculty and administration for their commitment, investment, and engagement in RTC overall. She continues to see this every day at RTC and the recent Career Fair and Open House, with their extraordinary turn-out and interest, are great examples of this. And thank you to RFT leadership, President Maher and Vice President Geist, for their transparency and collaboration. Dr. Harden also thanked the Board of Trustees who continue their engagement in the college activities and the community. RTC is lucky to have these people serving the college. Dr. Harden attended the Renton Chamber of Commerce (RCC) meeting this month. The discussion focused on the chamber's legislative agenda. Dr. Harden reported that she has been nominated to serve on the Renton Chamber. This will be put to a vote at the December RCC meeting. In addition to the RCC, Foundation Executive Director Carrie Shaw coordinated a luncheon with other metro chamber leaders (South Sound, Kent, and Bellevue) who are interested in supporting and partnering with RTC. The Association of Community College Trustees (ACCT) Annual Leadership Congress in New York City, October 25-29, 2022, attended by Dr. Harden and Trustees Entenman and Norouzi, focused on how CTCs improve the lives of entire families and how CTCs contribute to this change, making lives, communities and family lives better. There was a myriad of course offerings and events addressing single parent initiatives and how to transition people out of poverty. And tomorrow, November 17 and 18, Dr. Harden and Trustees Takamura and Unti will attend the Washington state Association of College Trustees (ACT) Fall Conference, which includes the convening of the Legislative Action Committee (LAC) which will provide techniques and information on legislative priorities that Presidents and Trustees can employ when they meet with legislators during the upcoming long legislative session in Olympia. Dr. Harden let everyone know that she will be looking for faculty, students and Trustees to join her in Olympia for legislative meetings in the New Year. Dr. Harden also noted the quick turnaround from the November 16 board meeting to the December 7 board meeting which will also include a review of RTC tenure candidates. She let Trustees know that portfolios/information for the 3 tenure candidates would be forwarded for their review on Monday, November 21. Dr. Harden will host, 'Cocoa with Dr. Yo', an informal discussion/ event with refreshments for faculty and staff to meet with her and share ideas about the future of the college on November 29th. A similar event for students will occur in the new year.

6. BOARD of TRUSTEES

- A. Program Tour Report – Culinary program** Trustee Unti was impressed with the skills and the progression of learning that the college offered in the culinary program which include hospitality, different meal preparations, the teaching kitchen, knife skills and more. Dean Medbury provided an overview of the program and how it is taught. Vice Board Chair Takamura thanked the faculty/staff for their participation and preparation for this tour and future ones. She appreciates the tours, noting that they help trustees understand the programs so they can then share the information with the community.

B. 2022 ACCT Leadership Congress Report Trustee Norouzi reported on the conference and remarked that the breakout sessions provided insight and opportunities for national networking and sparked ideas for partnerships, which was Trustee Norouzi's biggest take-away. There was much discussion around career pathways and how to layer a DEI lens into those pathways. Trustee Norouzi is focused on how to create robust partnerships embedded in community that lead to strong employment opportunities and funding for students. Vice Board Chair Takamura clarified that the ACCT is the national organization for college trustees which hosted the NYC annual and that ACT is a statewide organization holding a fall conference November 17 and 18 in SeaTac which Trustees Takamura, Unti and Dr. Harden will attend.

C. Liaisons Reports

1. **RTC Foundation** Trustee Unti reported that the Foundation is focused strongly on community partnerships and a strong college partnership. Trustee Unti recognized Foundation Executive Director Carrie Shaw for her focus on developing Foundation board members to champion the college; there are many board members who are very passionate about the college and the foundation. Trustee Unti recognized the scholarships the Foundation provides; they make a difference in students' lives and send a powerful message of belonging and hope, which can translate to enrollments and retention. RTC is very lucky to have Executive director Carrie Shaw leading the Foundation.

2. **RTC President's Advisory Council** Trustee Norouzi reported on the November 7, 2022 meeting, comprised of community leaders who can offer feedback, development discussions and opportunities to the president and RTC. Trustee Norouzi is also soliciting input from RTC staff and faculty about who should serve on the council to help meet goals. Trustee Takamura also noted that broadening this group would be a great move as many small businesses could provide benefit and another perspective that has not yet been included in this council.

D. Trustee Recruitment Dr. Harden reported that the Governor's Office has approved a trustee application that will fill Trustee Unti's seat. The final approval by the Governor should happen by January 2023. Dr. Harden is meeting with local labor leader, April Sims, next week to discuss potential recruits to fill the RTC board labor seat.

7. MEETINGS

A. The next regular board meeting is scheduled for December 7, 2022.

8. ADJOURNMENT

There being no further business, Trustee Unti moved to adjourn the Board of Trustees' regular meeting at 4:11pm., seconded by Trustee Norouzi; the motion carried.

DEBRA ENTENMAN, Board Chair
Board of Trustees

YOSHIKO HARDEN, President
Board of Trustees

Renton Technical College

Renton Technical College
Board of Trustees Meeting
December 7, 2022

AGENDA ITEM: 3. COMMUNICATIONS

SUBJECT:

BOARD CONSIDERATION	
X	Information
	Action

BACKGROUND:

- A. General Information/Introductions
- B. Correspondence
- C. Public Comments from the Audience
- D. Associated Student Government
- E. Renton Federation of Teachers
- F. Written (and video) Communication Reports

RECOMMENDATION:

None.

Administration and Finance Report
Renton Technical College Board of Trustees
December 7, 2022

Financial Report

- Due to a coding issue of item types the tuition collection and distribution within ctLink what has been reported is inaccurate. We are currently working on correcting the item types, and once they are corrected the monthly operations report will be reinstated.

Business Office

- We are working on filling the Procurement Manager position.

Food Services & Rentals

- The Culinary Arts/ Professional Baking student Holiday Buffet is in the final stages of planning for the December 2nd event in the cafeteria. The student ASG group was a big supporter and bought over 100 tickets for students to enjoy the lunch.
- Finishing steps in offering a Full-Time Lead Cook position is being completed.

Facilities & Capital

Minor Capital Program Projects for Current Biennium (2021-2023):

Projects in this category are more discretionary in nature and are not restricted to repairs.

- **Campus Irrigation System Upgrades – Completed**
- **Bldg. J Computer Classroom Remodel, 1st Floor** - The north end of the First Floor of Bldg. J and two other classrooms on the first floor will be remodeled to update the appearance and improve efficiency in this program. This project will be conducted in two phases, with the first phase focusing on the Instructor Offices area and the second phase of the project will occur next biennium, focusing on the entryway and classrooms/labs. *Status: Construction drawings suitable for bidding are nearing completion. Bidding is scheduled for December and Construction is to occur January - June of 2023 for the first phase, which predominantly consists of establishing a central suite of instructor's offices. The Bid Advertisement is scheduled for Thursday 12/01/2022 or Friday 12/02/2022. The Bid Walk is scheduled for Thursday 12/08/2022, and the Bid Due Date is to be Thursday 12/15/2022.*

Minor Capital Repair Projects for Current Biennium (2021-2023):

- **Dental Floor Replacement Project** – Installation of a new floor for the dental lab and adjoining exam rooms. *Status: Work is completed.*
- **Resurfacing Roof at the Annex** – The project was separated into two phases by the SBCTC due to the cost, and the first phase, consisting of the upper portion of roof and parapets is funded for this biennium. The lower portion of the roof and parapets will be done next biennium pending an allocation. roof and parapets are past the useful life and prone to leakage. *Status: All work funded for this biennium has been completed except for securing some electrical conduit and gas piping that transverses the new roof*

membrane, which is being completed as a punch list item. Awaiting Manufacturer's Warranties and the Operations and Maintenance Manuals.

- **Bldg. B Boilers Replacement** – Replacing the old, outdated, and problem prone boilers in the 2-story portion of this building with a new, high-efficiency boiler and associated digital controls. *Work is substantially complete, and the system is operational. Close-out in progress (ongoing) to be followed by Final Acceptance.*
- **K1 & K2 Furnace Replacements** – Nine (9) gas fired ceiling mounted furnaces are to be replaced during Winter Break of 2022. Funds to support this project are to be moved from lower priority repair projects that received funding. Supply problems with one Air Handling unit have been encountered, so the design team is exploring moving that unit to an adjacent area and substituting a unit that is more readily available and will not have the same low-noise requirements of the original unit. The change has been negotiated with the contractor and finalized. *Status: Mobilization to occur December 1st for K2 and at the beginning of Winter Break for K1.*
- **Site Repairs** - Repairs to damaged asphalt and concrete walkways and drives along with repair to the damaged storm drain system west of Bldg. L is being planned and bid documents are being prepared for public works bidding. Work is scheduled to begin in the Spring and be completed by the end of June 2023. *Status: Design is complete and Engineering consultant has provided a cost opinion. Bidding expected mid-December.*

Major Capital Growth Projects in Pre-Design/Design Phases for Current Biennium (2021 - 2023):

- The pre-design and design portions of a new Health Sciences Center have been approved by the state legislature. The architectural firm of Schreiber, Starling, and Whitehead Architects, together with a core committee from the college are working on programming, planning, and conceptual design services necessary for executing and documenting the OFM predesign process. This includes Project Analysis, Program Analysis, Site analysis, Budget Analysis, Master Plan Analysis, Facility Operations Analysis, and coordination of various subconsultants and studies as warranted to complete the predesign for the Health Sciences Center. Predesign is slated for completion in early 2022, and upon approval by SBCTC, the design portion will follow and be completed by the end of the current biennium, June 30, 2023. Pre-design is ongoing. An online meeting with the Sunset Area Transformation Resource Council occurred on Thursday evening, March 3rd, and the project was presented to the council for considerations and comment by our architect, college President, and others in the steering committee. The Pre-Design has been submitted to OFM for their review and approval. Design Phase follows immediately with a due date for submission of June 30, 2023. A revision to the programs being served has been submitted to OFM with Board Approval for the change. OFM has approved the predesign for the Health Sciences Center project. *Update: The design funding has been released to the college and an agreement with the architecture firm that did the pre-design has been finalized. The Consultant is under agreement and working on coordinating meeting dates to begin discussions on programming.*

Infrastructure Projects for Current Biennium (2021 - 2023):

The college has received funding for the following project and the DES on behalf of the college is contacting the state on-call civil engineering firm to start investigation and design.

- **Replace aging storm water system on campus** – Camera work has been performed for inside the storm water lines in the middle portion of campus to determine their condition and assess the need for replacement. The project is being implemented for completion prior to the end of the biennium. Surveying and site assessment (locates) have been completed and incorporation of that data is in progress. The college will be removing two trees that may impede replacing some storm water lines/pipes. *Status: Design is 95% complete and we are awaiting final contract documents from the Engineers It has been decided to line the majority of drainage pipes due to size of pipe and to lessen impact to surface areas of campus.*

Capital Funding requests:

- The College is submitting a funding request for a Replacement Project in the upcoming budget cycle. RTC is working with Schreiber, Starling, and Whitehead (SSW) Architects to submit a Project Request Report (PRR) for a proposed Trades and Industries Building. The proposed building would house Welding, Aerospace, Commercial Building Engineering, Mechatronics, and Machining. We have met with each program intended to occupy the replacement building to determine their needs and the architects Mary Jo Lux and Ross Whitehead of SSW are establishing the necessary parameters of the proposed facility to accommodate those needs. *Status: The PRR was graded and ranked among the projects submitted statewide and the RTC application was ranked second among approximately twenty (20) submissions.*

Other Projects:

- **Energize Eastside** – The Puget Sound Energy project to replace the high-power electrical distribution poles and lines that run north and south across the student parking lots on campus is complete. Artwork has been funded and installed by PSE on the pole bases as part of the project. The college Arts Commission and other college representatives worked with the artist to collaborate on a design, which has been approved, and involves the themes of education, diversity, and inclusion. *Update: completed.*
- **COVID HVAC and Air Filtration Mitigation Project** – Funding has been approved to increase air ventilation and to upgrade the HVAC filters to higher MERV rated filters in selected campus buildings. MERV 11 filters have been ordered by the maintenance department and are responsible for implementing their installation in mechanical units that are equipped to receive them. A controls contractor on a service agreement with the college has had their contract expanded to include modifying mechanical ventilation settings and schedules, and buildings which are suitable for increasing ventilation rates have been increased at this time. *Status: HVAC control settings for various buildings have been finalized and implemented at this time by our Controls Contractor via a service agreement. Air Filters were installed for those buildings which will accommodate filters with a higher Merv rating (Merv 11), though the college has now returned to using the customary Merv 8 filters as it had been doing prior to the Covid pandemic measures taking effect.*
- **Machine Technology Grant for new CNC machines** – planning has begun, and an initial walk-through conducted to apply for an equipment grant for three (3) new CNC lathes

to replace older CNC machines. A large window assembly separating the CNC Lab from the larger MTech lab will be removed and made into a passageway to improve access, sight lines, and occupant flow between the shops. *Status update: Cost proposals for both the electrical work associated with the new CNC Machines and removing a window assembly separating the shops to facilitate installation have been turned over to the program. Removal of the window assembly has been completed during the summer '22.*

- **Replace and Expand Colleges Vehicle Charging Stations (EVCS)** – the 2 existing stations were destroyed due to a vehicular accident. The college has met with an engineering firm to assess options and is in the early stages of initiating an agreement for services for the selection and installation of new stations to be placed at ex. location. *Status Update: An engineering firm with a history of working with the college and with experience in the field of EVCS has been selected and hired to help the college select replacement EVCS and the process is underway.*



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Communications and Marketing
Renton Technical College Board of Trustees
December 7, 2022

MARKETING

New campaigns are underway on different platforms, including YouTube and Tiktok to encourage new registration and enrollment, still focusing on our “Find Your Place at RTC” theme.

NEWS

KOMO News reporter Eric Johnson conducted interviews on campus for an episode of Eric’s Heroes, focusing on the legacy of Eva Gordon and her remarkable gifts to the RTC and other colleges. The link will be shared with board members after if it airs.

WEB

The web team collaborated on a new landing page and design for the Foundation’s [Student Success Celebration](#).

TECHOLONGY/COMMUNICATIONS PROJECTS

Work continues on updating our Digital displays on campus, implementing the new CRM to track the outreach-to-enrollment funnel, and website updates.

The following personnel actions occurred during November 2022 and are presented for the Board of Trustees' information.

AFT	Effective Date	Position	Department
- Hires / Changes in Position			
None			
-Separations			
John Floyd	11/11/2022	Custodian I	Custodial
WFSE	Effective Date	Position	Department
- Hires / Changes in Position			
Wiley Bowen	11/1/2022	Admin Assistant 5 / Workforce and Advanced Manufacturing <i>(position change)</i>	Advanced Manufacturing
-Separations			
None			
Prof Tech	Effective Date	Position	Department
- Hires / Changes in Position			
None			
-Separations			
Kenneth Vensel	11/10/2022	Graphic Designer	Communications & Marketing
Exempt / Administrative	Effective Date	Position	Department
- Hires / Changes in Position			
Chelsea Paulsen	11/1/2022	Apprenticeship Program Coordinator <i>(position change)</i>	Workforce, Trades & Economic Development
Nathaniel Ezelle	11/16/2022	Student Resource Case Manager	Workforce, Trades & Economic Development
-Separations			
None			
RFT	Effective Date	Position	Department
- Hires / Changes in Position			
Hoangoanh Nguyen	11/1/2022	Computer Science faculty / Part-time	Computer Science
Joshua Allen	11/7/2022	Library Paraprofessional / Part-time	Library
Philip Woodbridge	11/16/2022	Welding faculty / Part-time	Welding
Ryan Sevedge	11/22/2022	Welding faculty / Part-time	Welding
-Separations			
None			

	Monthly Total Hires	% of Diverse Hires YTD
Full time	4	50%
Part time	4	50%



RTC Foundation Report Renton Technical College Board of Trustees December 7, 2022

Scholarships and Events

Winter 2023 Scholarship Cycle

The Scholarship Committee met to review applicants and awarded 100 scholarships representing \$105,000 in funding support for students for Winter quarter. This amount is up from \$80,000 for Fall quarter – a 24% increase.

Thanksgiving Pie Project and March 4th Student Success Celebration

The Pie Project was a great success and all pies were purchased raising \$3,360.00 for the Life Essentials Grant including matching funds from Microsoft. Students from Hazen High School added volunteer assistance through one of the Board members.

The Event Landing page on the website is live and a Save the Date information and visual marketing was added to the 20-21 Annual Report magazine. The Band Instrument & Repair Technology program has been engaged with the goal of showcasing Jazz musicians during the event.

Development & Community Engagement:

- A \$17,000 gift came in to support the Ronald Fahey Memorial Endowment. This is an annual gift provided by his widow who established the endowment in 1997.
- The Associated Builders & Contractors of Western Washington has renewed their annual scholarship and Platinum sponsorship.
- The Foundation sponsored a luncheon with regional Chamber of Commerce CEO's and Dr. Harden to discuss how the business community and college can better partner and create engagement opportunities.
- Attended the Kent Rotary meeting to introduce Dr. Yoshiko Harden who plans to join the group as part of her community engagement.
- annual U.S. Marine Corps birthday celebration at RTC, hosted by the Marine Corps Support Group (MCSG). The MCSG supports grants to Marine veterans at RTC through the Foundation.
- Foundation Board members are attending the South Sound Legislative Coalition Breakfast to represent the College.
- Volunteered for the Bite of Reality Fair at Kent Laboratory Academy as part of the Kent Chamber Education Committee. Sound Credit Union joined the Kent Chamber as the sponsor.
- The McCarthy Bridge Grant matching campaign was launch targeting donors who have given a minimum gift of \$1,000 over the past three years. To-date 31% of the campaign goal for the year has been met including one \$50,000 individual gift!
- The 21-22 Annual Report has been printed and will be mailed the first week of December.
- A grant proposal for \$5,000 to the Walmart Foundation was submitted to support the emergency fund. Grants are in the works for Medina Foundation and Puget Sound Energy to support expansion of the emergency fund.

Annual Audit

Brantley Janson Yost CPA have been engaged to start the Foundation's annual audit and 990 in September. Michael Gintz has provided this service since 2018 through an RFP process. We expect to wrap up the audit by January.



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Student Services Report
Renton Technical College Board of Trustees
December 7, 2022

Student Services Leadership Team shares on work and accomplishments as fall quarter winds down.

Link to video:

<https://rtc.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=a20f8924-9db4-4b28-bf6b-af5d015d8d70>

Renton Technical College
Board of Trustees Meeting
December 7, 2022

AGENDA ITEM: 5. ACTION

SUBJECT: TENURE ADVANCEMENT

BOARD CONSIDERATION
Information
X Action

BACKGROUND:

A. Faculty Tenure Advancements

Action will be taken on the following faculty tenure advancements:

- 1. Advancing from Third Year to Tenure:**
 - Sarah Hogalin, Academic Counseling/Behavioral Health

- 2. Advancing from Second to Third Year:**
 - Naser Chowdhury, Application Development BAS

- 3. Advancing from First to Second Year:**
 - Samuel Woldemariam, Registered Nursing

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
December 7, 2022

AGENDA ITEM: 6. DISCUSSION/REPORTS

SUBJECT:

BOARD CONSIDERATION	
X	Information
	Action

BACKGROUND:

A. Diversity, Equity and Inclusion (DEI)

Executive Director of Diversity, Equity and Inclusion, Doris Martinez, will provide an update on the progress of DEI efforts at RTC since the establishment of her role on September 1, 2022.

B. Administration/Finance

On behalf of Vice President Jackson, Budget Director Christina Solis will provide an update on the monthly operating reports for September 2022.

C. President's Report

Dr. Yoshiko Harden will provide a report subsequent to the November 16, 2022 board meeting.

RECOMMENDATION:

None.

AGENDA ITEM: **7. BOARD OF TRUSTEES**

SUBJECT:

<p>BOARD CONSIDERATION</p> <p>X Information</p> <p>ACTION</p>

BACKGROUND

A. 2022 ACT Fall Conference Report

Trustee Takamura will provide an update from the statewide conference held in SeaTac.

B. Trustee Recruitment

An update will be provided regarding recruitment of RTC Trustees.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
December 7, 2022

AGENDA ITEM: 6. MEETINGS

SUBJECT:

BOARD CONSIDERATION	
X	Information
	Action

BACKGROUND:

A. The next regularly scheduled meeting of the Board of Trustees will be January 18, 2023.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
December 7, 2022

AGENDA ITEM: 9. **ADJOURNMENT**

SUBJECT:

<p style="text-align: center;">BOARD CONSIDERATION</p> <p style="text-align: center;">Information</p> <p><input checked="" type="checkbox"/> Action</p>

BACKGROUND:

RECOMMENDATION:

Motion required.