RENTON TECHNICAL COLLEGE®

Resource and Planning Council Meeting
Monday, February 27, 2023
2:00 PM – 3:00 PM
In-Person Meeting (C-111)

MINUTES

Attendance
PRESENT: Peter Anderson, Jerome Antiporda, Shweta Babel, Andre Betita, Christie Fierro, Robert Holland, Lia Homeister, Ebony Jackson, Jacob Jackson, Jean Munro, Jeffrey Pulliam, Lisa Sandoval, Michele Slaughter, Elisa Stuart, Warren Takata, Sarah Wakefield

ABSENT: Jill Donnelly, Eva Juarez, Fatih Killi, Shannon Matson, Stefanie McIrvin, Sara Newman, Cindy Saucedo, Jack Shultz, Christina Solis, Matt Stephen, Jake Swanke, Sil Xayamouangbo

Discussion
Meeting Minutes
- February 13, 2023 meeting minutes were approved.

By-laws Vote Results
- The results of the online poll to approve the by-laws was announced. 12 members voted, with 10 approving and 2 rejecting. Lia Homeister will finalize and publish the by-laws on the RPC website.
- Christie Fierro asked if this needed to be put forth before the college campus. It was discussed that the by-laws are determined by the council itself and does not need to go before the campus.
- The group was reminded that the next meetings will be held in person for voting members, with a Zoom link available to the campus community. Future RPC meetings will be distributed broadly for any campus member to attend.

Voting Delegates
- With the passing the of the by-laws, voting delegates are as follows:

Name	Employee Status
Elisa Stuart	Full Time Faculty
Sara Newman	Classified
Shannon Matson	Exempt
Ebony Jackson	Exempt
Lisa Sandoval	Exempt
Michele Slaughter	Exempt

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Name	Employee Status
Jill Donnelly	Adjunct Faculty
Fatih Killi	Full Time Faculty
Jeffrey Pulliam	Full Time Faculty
Shweta Babel	Adjunct Faculty
Andre Betita	Classified
Matt Stephen	Classified
Robert Holland	Full Time Faculty
Peter Anderson	Classified
Jerome Antiporda	Student
Cindy Saucedo	Classified

- The listed delegates are the ones who will vote this year.
- Recruitment is still needed for 2 adjunct faculty, 1 classified staff, and 1 student.

Budget Process Overview

- Jacob Jackson reviewed the overall budget process for RTC as follows:
  - Deans/Directors work with faculty/staff on budget requests, prioritize those requests, and submit to the Business Office. Budget requests must be aligned with the current year's strategic priorities.
  - The Business Office will distribute to the appropriate VP or ED. The VPs and EDs will then prioritize their lists from their budget managers and submit to Cabinet.
  - Cabinet will sort through and decide which ones should be brought forth to RPC. RPC co-chairs will invite those managers to present at RPC.
  - At RPC, each manager will get a limited amount of time to present their request. Each voting delegate will choose half of the requests they would like to recommend to approve for Cabinet. For example, if there are 20 requests, each voting member gets to pick 10.
  - Cabinet will then review all of the priorities and recommendations from RPC and will approve the budget.
  - The VPA will announce results after decisions are made.
- This group does not prioritize the requests and does not see the dean's or VP's prioritization.
- Cabinet has not prioritized the strategic priorities in any order.
- Fee funds were discussed on how that can be spent.

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Strategic Plan Monitoring Report
Link: **2021-22 Strategic Plan Monitoring Report DRAFT**
- The Council scored the following strategic indicators:

Strategic Indicator	Strategic Goal	Strategic Objective	Annual Score
1-year persistence rate overall	Learning	1.1	2/2
1-year persistence rate disaggregated by race/ethnicity	Learning	1.1	0/2
3-year completion rates	Learning	1.1	0/2
3-year completion rates disaggregated by race/ethnicity	Learning	1.1	0/2
Transition rates (College & Career Pathways students)	Learning	1.1	2/2
Transition rates disaggregated by race/ethnicity	Learning	1.1	0/2
1st to 3rd quarter retention rate overall	Equity	2.1	2/2
1st to 3rd quarter retention rate disaggregated by race/ethnicity	Equity	2.1	0/2
1st to 2nd quarter retention rate overall	Equity	2.1	0/0
1st to 2nd quarter retention rate disaggregated by race/ethnicity	Equity	2.1	0/0
Licensure and certification pass rates	Community	3.1	0/0
FTE enrollment	Inst. Strength	4.2	0/0

- Persistence rates included 1st quarter to 5th quarter retention, plus any completions within that time. Thus, shorter programs completions are included in this number.

- The group suggested that perhaps persistence rates gap between students of color and white students may be due to COVID, vaccination status, and students having to return to work during the pandemic.
- Transition Rates historically have included IBEST students, which isn't a true transition. The numbers on this report excluded IBEST students and highlighted the note that indicates the source, calculation, and discrepancy between previous reports.
- The licensure and certification pass rates were calculated with an overall college average. Programs with certification or licensure exams that are included as part of the curriculum are included in the licensure/certification pass rates.

Action Items
1. Strategic Plan Monitoring Report
   a. Write up key findings and recommendations – **Lia Homeister**
   b. Submit to Cabinet – **Lia Homeister**
2. Set up meetings for March
   a. March 20 – Budget Enhancement Requests – **Sil Xayamouangbo**
   b. March 27 – Budget Enhancement Requests – **Sil Xayamouangbo**
3. By-laws
   a. Finalize and publish on website – **Lia Homeister**