

Hybrid Special Meeting: Building I Boardroom

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Hybrid Regular Meeting: Culinaire Room (I-108)

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Agenda Items

Information/Action/Presenter

I. STUDY SESSION

1:00 P.M.

1. Bezos Academy
2. Navigating Canvas for Tenure

Vice President Jacob Jackson
Vice President Stephanie Delaney

II. REGULAR BOARD MEETING

3:00 P.M.

1. Call to Order
 - A. Notation of Quorum
2. Adoption of Minutes
 - A. October 18, 2023 – Regular Meeting
3. Communications
 - A. General Information/Introductions
 - B. Correspondence
 - C. Public Comments from the Audience
 - D. Student Leadership
 - E. Renton Federation of Teachers
 - F. Written Communication Reports
4. Discussion/Reports
 - A. President's Report
 - B. Strategic Equity Plan
 - C. Financial/Budget Status
5. Action
 - A. Policy and Procedure 3.8.1
6. Board of Trustees
 - A. Strategic Equity Committee
 - B. Foundation Liaison Report
 - C. President's Advisory Council Liaison Report
 - D. Legislative Action Liaison Report

Chair Frieda Takamura

Action

Information

Information
Dr. Yoshiko Harden
Dr. Harden
VP Jackson

VP Jackson

Dr. Harden/Vice Chair Jessica Norouzi
Trustee Tim Cooper
Vice Chair Norouzi
Trustee Debra Entenman

7. Meetings
 - A. Regular Board Meeting – December 13, 2023

8. Adjournment

Action

Renton Technical College
Board of Trustees Meeting
November 15, 2023

AGENDA ITEM: 1. CALL TO ORDER

SUBJECT:

BACKGROUND:

BOARD CONSIDERATION
<input checked="" type="checkbox"/> Information
<input type="checkbox"/> Action

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

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
November 15, 2023

AGENDA ITEM: 2. ADOPTION OF MINUTES

SUBJECT:

BACKGROUND:

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

- A. October 18, 2023 Special and Regular Meetings

BOARD CONSIDERATION	
	Information
X	Action

RECOMMENDATION:

Approval as presented.

Agenda Items

I. STUDY SESSION: TENURE

1. Call to Order

Board Chair Frieda Takamura called the meeting to order at 1:08 p.m. and noted a quorum.

2. Tenure 101

In planning for the study sessions throughout the academic year, Chair Takamura and Vice Chair Norouzi asked for a Tenure 101 Session. Elisa Stuart, Cheryl Stover, and Sheila May-Farley all attended. Vice President of HR, Lesley Hogan, and Dean Sarah Wakefield presented alongside a video from Dr. Stephanie Delaney.

Historically, tenure was created to protect the academic freedom of faculty members. Tenure also helps to attract and retain faculty and ensures long-term institutional stability. The role of the Trustees is to review tenure portfolios for compliance with state guidelines while ensuring a fair and transparent process. A tenure committee is formed that includes faculty peers, an administrator (ideally not the supervising administrator), and a student representative. It's been a challenge to get a student representative due to a variety of factors including lasting impacts of the pandemic. The Tenure Steering Committee is a faculty governance committee that is responsible for a variety of tasks related to tenure, including issuing a handbook and guidance to candidates and committees and more. Evaluation criteria includes standard skills, discussing effort to improve when needed, handling of student discipline, collegiality, participation in activities that support the college, and more. Tenure portfolios are kept in Canvas and include summary of the candidate's progress, committee recommendations, Vice President of Instruction and President recommendations, documentation of process, meeting summaries, committee observations, and student evaluations. Each candidate is reviewed three times during the 9 quarters they are in the evaluation process. These reviews occur during the second, fifth, and eighth quarters. The tenure review committee submits a recommendation to the Board of Trustees via the President. The recommendations from the committee, Vice President, and President may not always align—this is a space for the Board of Trustees to weigh varying perspectives and evidence.

Sheila May-Farley noted that the Tenure Steering Committee holds open meetings and can request copies of documents. Elisa Stuart asked trustees to reach out if they'd like to attend a Tenure Steering Committee meeting.

The Tenure Steering Committee Sharepoint site can be found at this link:
<https://rtcedu.sharepoint.com/teams/TenureSteeringCommittee>

Trustee Entenman asks about the make-up of tenure committees. Sheila May-Farley shared that tenure committees are made of faculty across disciplines and faculty peers who teach in similar modalities. State-allocated, state-funded positions are tenure-track, and job postings indicate whether positions are tenure-track or not. Elisa Stuart underlined the importance of having non-industry faculty peers on the tenure committee—outside perspectives are instrumental to receiving critical feedback.

Trustee Entenman asked about barriers to student involvement in tenure committees. RCW 28B.50.869 states that student representatives on tenure committees must be full-time and chosen by the ASG. The group talked about the importance of student voices on tenure review committees. The group also discussed a trustee rubric and navigating Canvas. Chair Takamura asked the group for thoughts about when a candidate is not recommended for tenure. The group discussed the role of the Trustees, documentation in the tenure file, and the role of recommendations in making tenure determinations. Vice Chair Norouzi asked about ensuring a racial equity lens is part of the tenure process. Sheila May-Farley noted that this is part of the tenure process. The Trustees discussed the importance of an unbiased process that helps RTC become a place that will see the student body into the future. The group talked about the need for a dialectical tenure process that operationalizes the view of recent tenure candidates.

3. Adjournment

There being no further business, Vice Chair Norouzi motioned to adjourn the Board of Trustees meeting at 2:17 p.m. Trustee Entenman seconded, and the motion carried.

II. REGULAR BOARD MEETING

1. Call to Order

A. Board Chair Frieda Takamura called the meeting to order at 3:03 p.m. and noted a quorum.

2. Adoption of Minutes

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

A. September 20, 2023 – Regular Meeting

Trustee Norouzi introduced a motion to approve the minutes for the regular meeting held on September 20, 2023. Trustee Entenman seconded, and the motion carried.

B. September 26, 2023 – Special Meeting

Trustee Norouzi introduced a motion to approve the minutes for the Special meeting held on September 26, 2023. Trustee Entenman seconded, and the motion carried.

3. Communications

A. General Information/Introductions

Wade Parrott introduced Ismail Moalim from ASG. Ismael is a Running Start student and is the DEI and Student Affairs Coordinator. John Henry Whatley introduced Torri Murray as the new Junior Systems Administrator. Torri joins RTC from New Orleans. Chayuda Overby, new Associate Dean of ELA, IBEST, and Bridges Programs was introduced.

B. Correspondence

i. Representative Steve Bergquist, Renton Promise Recognition

Vice President Jessica Gilmore English provided a brief overview of the Renton Promise at RTC. There were about 150 students who submitted interest in Renton Promise, and about 85 students registered for Fall quarter. In terms of headcount, RTC now has more students enrolled from Renton than all of last year combined. There are 35 students who have been directly rewarded from Renton Promise funds. Title 4 funds, which are federally and state funded, are first applied to student accounts, with Renton Promise funds being processed for students who still have balances. VP Gilmore English gave a breakdown of early information on disaggregated data which shows that about 80% of students are students of color. So far students are pursuing direct transfer and professional technical funds about evenly. Student Services is working on helping students who are undecided move forward. One unique trait of the Renton Promise is the ability of students to go part-time, which has been in demand for RTC students.

VP Gilmore English read statements from students who were able to attend RTC due to Renton Promise. Students expressed the ability to continue their education due to Renton Promise funds, as well as the positive impact on their futures and families. Chair Takamura thanked Representative Bergquist for his impact to the future of Renton's community. Trustee Entenman shared that Representative Bergquist was a former childcare attendee when his parent was an RTC student. Representative Bergquist thanked RTC and stated that RTC is like community college on steroids in that every student can be served here if they can take advantage of the programs at RTC. Representative Bergquist thanked Dr. Harden for her previous work with Seattle Promise and noted that flexibility is key. He noted that we're here to give opportunities for students and the community to grow and expressed gratitude for the team effort that has made this work. Vice Chair Norouzi expressed appreciation for the flexibility of Renton Promise and excitement

Students succeed at RTC

for the increase in enrollment and accessibility for creating pathways for students who may not have been able to access higher education without the Renton Promise. Trustee Cooper expressed appreciation for Representative Bergquist's work.

C. Public Comments from the Audience

There were no public comments.

D. Student Leadership

Wade Parrott gave an update on ASG. A new ASG member will be introduced at each Board meeting. Kodie Fernandez, Media and Promotion Coordinator, gave an update on the Hispanic Heritage Month event. There is a Halloween Truck-or-Treat on Monday, October 30 from 5-7pm. This event will be in collaboration with Outreach to encourage the whole community to come together. ASG is working to create inclusive and fun community events. Please contact Eva Juarez if you'd like to participate in Trunk-or-Treat.

E. Renton Federation of Teachers

Donna Maher gave an update from RFT. Showare has RTC signs up. It's essential to keep students at the forefront of our processes. RFT and management are scheduled to start contract negotiations as the current contract ends in June 2024. The first week of November, the group will meet to begin discussing negotiations. There's a need to maintain continuity and keep a smooth team. Uncertainty around bargaining is a concern for faculty. Faculty are working on a calendar. Faculty have cited returning to campus as a concern, such as providing reliable instruction given technology. RFT seeks a collaborative approach to negotiations and wants to keep the interests of the students, faculty, and institution at the forefront. Donna Maher, Sheila May-Farley, Cheryl Stover, Elisa Stuart, Michele Lesmeister, and Fatih Killi are the RFT bargaining team. Director Lia Homeister's work has helped provide important data. RFT is concerned about services for evening students, especially for food services, tech services, and other student services.

F. Written Communication Reports

Reports were included in the Board materials.

4. Discussion/Reports

A. President's Report

Dr. Yoshiko Harden thanked the RTC community for being present at this meeting. Last month, Dr. Harden established her goals as (1) diversity, equity, and inclusion; (2) the strategic equity plan and accreditation; (3) financial stewardship; and (4) strategic partnerships. She will use these goals to guide her Board report.

Students succeed at RTC

The Board and Executive Cabinet held a joint Retreat last month. This month, the campus celebrated Indigenous Peoples Day with a keynote from Arlie Neskahi at with a Community barbeque. Gerald Bradford was blanketed after the keynote for his work in the community. Disability Awareness Month has had several events this month. Women of Merit had their first meeting this past month. Merit groups connect students of color with community members. WACTC met this past month, and Dr. Harden continues to serve on the WACTC Capital Committee.

Regarding strategic partnerships, RTC was at the Kent Chamber Gala. Dr. Harden attended the alumni FSOCC event and noted that it was cool to see how the work has grown over the last 20 years. Workforce development talks are underway with strategic community partners in order to create more opportunity for students. RTC's role is in this is looking at seamless transition between schools and to the workplace. Dr. Harden is part of the Mayor's Blue Ribbon Panel, which is doing a lot of work to incubate and cultivate small businesses. One piece of this work is to make sure that we're being mindful not to leave any community members out. Dr. Harden has been meeting with various community members around program sustainability from private work sectors, legislation, other partners in education including those at Issaquah School District and the Alliance for Education.

Outreach reports that there have been many invitations to the Seattle Schools to come and present. Issaquah School District will have a career fair hosted by RTC in February. Trustee Norouzi asked about financial aid for Rainier Beach students who would prefer to go to RTC. Kellie Luther assured the group that Outreach messaging has been that RTC will help students find a way to pay for school. See the following link for more details: <https://rtc.edu/paying-for-college> Chelsea Good stated that there are some Rainier Beach Running Start students.

B. Strategic Equity Plan

Dr. Harden updated the group on the Strategic Equity Plan Steering Committee (SEP SC). The first SEP SC meeting was last month. This meeting involved coming together and reviewing feedback from the Fall Kick-Off. Next steps for the group involve building out the committee, setting areas of focus, and meeting with various community groups.

Chair Takamura stated that Vice Chair Norouzi will be the trustee representative on the SEP SC with Trustee Bob Zappone serving as her alternate.

C. Financial/Budget Status

Vice President Jacob Jackson presented on the FY24 Budget update through the month ending in August 2023. \$7.5M has been collected this year with the biggest increase being in tuition. This is partially due to an accounting error attributable to ctcLink coding errors. There was also a larger increase in Running Start and high school completion. Enterprise (meaning, Culinary) easily outpaces what was done this time last year. Overall, RTC is doing well compared to revenue from last year. This year compared to last year salary, benefit, and equipment expenditures are all up. These line items will continue to increase. Financial Aid (local aid) expenditures are up. Trustee Entenman asked about outdated equipment. Much retired equipment is too old to repurpose and is sent to surplus with the Department of Enterprise Services (DES). Cash and Investment Balances will stay steady until an anticipated sharp decrease with funding the Multicultural Center, which will be reimbursed. Regarding state-funded FTE, General Education is up in enrollment compared to last year, as are Workforce Programs. CCP will continue to increase due to open enrollment. Apprenticeship is up from this Fall to last Fall. Chelsea Paulsen had a large part in recruiting for apprenticeships. RTC is 10% over budgeted tuition for this year, and is 7% up from last year. VP Jackson also reported non-state-funded FTE numbers. There are fewer computer science students compared to last year. General Education is up, partially due to Renton Promise and partially due to the IT 101 course.

Bezos Academy is a Montessori-type school for pre-school-aged little students that will be leasing space from RTC. Trustee Entenman asked for a presentation on Bezos Academy in the future. Bezos Academy will be doing tenant improvements on the space. RTC has committed to modifying the air handler unit prior to move-in.

5. Action

A. Annual Board Meeting Schedule 2024

The trustees reviewed the 2024 Board meeting calendar. Chair Takamura asked about checking the calendar dates for various religious and cultural holidays. The dates were checked against the federal and state calendars.

Trustee Norouzi introduced a motion to approve the draft of the 2024 Board Meeting Calendar as presented. Trustee Entenman seconded, and the motion carried.

B. HB 1751

VP Gilmore English briefed the group on Sam's Law, which is legislation that was passed about a year and a half ago to prevent hazing. What is specific to the RTC conduct code was an update to language on hazing as well as more specificity on location and sanctions. Trustee Cooper asked about how this change will be

messaging. VP Gilmore English stated that students will be notified through Navigate with further community notifications via e-mail and postings around campus. Trustee Entenman asked about timing of notifications. There are notifications that go out once a year. Students are oriented to the conduct code when they go through orientation.

Trustee Entenman introduced a motion to approve the changes, as presented in the Board materials, to the Student Conduct Code and Hearing Procedures and that such rules become effective October 19, 2023 to comply with the hazing prevention law required in HB 1751. Trustee Norouzi seconded, and the motion carried.

C. PSE Easement

VP Jackson briefed the group on the proposal. PSE is requesting to move the guy pole from the existing location to a nearby location, as included in the Board packet. This pole is a support pole to a pole on the opposite side of the street. This would be an easement for about two feet and should not impact college business. PSE will provide payment of \$6,600 for the easement. Pending Board approval, this will go to the State Board and then DES for approval. This money will go into an unrestricted college fund. Trustee Cooper asked about existing easements. John Clark, Assistant Attorney General, stated that his recommendation for approval is pending DES approval.

Trustee Norouzi introduced a motion to approve the easement with PSE as presented. Trustee Entenman seconded, and the motion carried.

6. Board of Trustees

A. Strategic Equity Committee

Vice Chair Norouzi is serving as the Trustee representative for the SEP SC with Trustee Bob Zappone serving as her alternate.

B. Foundation Liaison Report

Trustee Cooper stated that the next meeting will occur this month. The Trustees are excited about the Celebrity Chef event tomorrow as well as the pie fundraiser.

C. President's Advisory Council Liaison Report

There was no report at this time.

D. Legislative Action Liaison Report

Trustee Debra Entenman briefed the group on legislative activity. Members of the Higher Education Committee will go wherever they are invited.

7. Meetings

A. Regular Board Meeting – November 15, 2023

The next regular Board meeting is scheduled for November 15, 2023.

8. Adjournment

There being no further business, Vice Chair Norouzi motioned to adjourn the Board of Trustees meeting at 4:46 p.m. Trustee Entenman seconded, and the motion carried.

FRIEDA TAKAMURA, Board Chair
Board of Trustees

YOSHIKO HARDEN, President
Renton Technical College

Renton Technical College
Board of Trustees Meeting
November 15, 2023

AGENDA ITEM: 3. COMMUNICATIONS

SUBJECT:

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

BOARD CONSIDERATION
X Information
Action

RECOMMENDATION:

None.

Financial Report

For month ending September, we are 25 percent through the year. Revenue collection is about 24 percent. Revenues are up about \$1.7M this year compared to last year. This is mainly due to how the collection of tuition and fees is processed in ctcLink compared to legacy. Tuition and fees are up by \$1.7M from September 2022. However, our tuition and fee collection are still well below our enrollment/tuition/fees prior to the pandemic in 2019-20. Interest income is \$134k this year compared to only \$12k last year at this time.

Expenses are about 22.7 percent. Expenses are about \$13.2M through August compared to this time last year of \$12.8M last year. Salary and benefits are about \$800k higher due than last year at this time.

Our ending cash balance not including the Scott/Jewitt donation is about \$21.4M.

Business Office

- Second interviews are scheduled for the General Ledger Accountant
- Halloween was a fun event! The Business Office was transformed into a real-life Pacman game for one day and campus was invited to J-114 to enjoy treats, play games, and win prizes. Included a few pictures.

Food Services & Rentals

- The Events Coordinator position that was posted last month has the final round of interviews for two very qualified candidates. It is expected that an offer will be made to one of the candidates after this week.
- Catering and Event Bookings continue to be robust as the Holiday events season is upon us.
- Chef Pablo and Director O'Donnell are working to develop "Grab & Go" Holiday Meals beginning in November. This will begin on a limited and trial basis and designed supplement any days that don't have a catering event scheduled. This will be offered to RTC's Faculty & Staff.

Capital

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

- **Bldg. J Computer Classroom Remodel, 1st Floor – Phase 1 (SWL Architects)**
 - Received final inspection reports for Building, Mechanical, and Electrical permits for the project.
 - O&M binders and as-builts were delivered by Min (BFCC) on October 20.
 - Next Steps:
 - Final acceptance documents and process the final pay app

Minor Capital Program Projects for Current Biennium (2023-2025):

- **Bldg. J Computer Classroom Remodel, 1st Floor – Phase 2 (SWL Architects)**
 - Geo engineers were on site to sample the floors and wall for Asbestos presence and provide a subsequent plan for the abatement. No Asbestos was found in the reports, so no abatement required.
 - Addendum 5 was issued changing the Bid open date to November 14.
 - The pre-bid walk with ~15+ contractors was held on September 21.
 - COP funding request for the project is in progress.
 - A revised PWR amounting to \$3.9M was signed for the project.

Minor Capital Repair Projects for Current Biennium (2023-2025):

- **Roof Top Unit replacement in Bldg D (Rolluda Architects)**
 - Because of the limited budget, the scope of work is limited to the unit replacement only, duct work is not included. Tony and Lee to provide the project execution strategy.
- **Lower Roof replacement at the Annex (Rolluda Architects)**
 - 50% CD progress set of specs and drawings shared by Tony on September 20.
 - Next steps would be submitting for permitting sometime in November and gearing up for going out to bid in December/January.
 - The hazmat report from last year's upper roof project covers the lower roof as well, so no additional surveys are needed.
- **Storm line Replacement Phase 2 (AHBL)**
 - APS have got the confined space entry permit and will be on campus to continue with the TV inspection on Wednesday and Thursday.
 - Amendment for the confined space entry permit was executed. Waiting for further updates from Bill.
 - Unable to get TV inspections done for the storm line pipes behind Building D on September 12 due to water retention in the drains.
 - Even after pumping out the water, it keeps filling up.
 - There is a blockage under the tree line outside the fence, trying to figure out the optimum way to clear the blockage.
- **Unanticipated Repair Projects**
 - **Bldg F Roof repairs**
 - Master Craft completed the repair work on September 15.
 - The estimate for the repair was \$29,735.12.
 - **Bldg 0 (The Annex) Roof repairs**
 - Master Craft completed the patch work on the emergency roof leak on September 19.
 - The estimate for the repair was \$9,750.
 - **Bldg L Fire Sprinkler System Leaks**
 - PWR of \$48,328 was processed with DES. JOC Proposal of \$44,304.23 was shared by Eric DES for review.

- Forma provided quotes for fixing the leaks so DES can issue the NTP by the second week of November, so the execution can be planned by December last week.
- The time frame for execution is two weeks and since some of the sprinkler pipes are in classrooms. It's best done during the winter break when students are on vacation.

Major Capital Growth Projects in Pre-Design/Design Phases for Current Biennium (2023 - 2025):

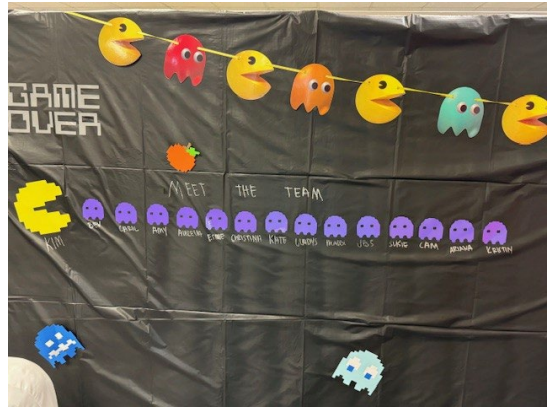
- **Health Science Center (SWL Architects)**
 - Additional services of AS-22 - Test to Fit Program Planning - Graphic Image was amended.
 - Schematic Design Phase is complete. Considering using Building H to support the health programs and reviewing the options on any scope modifications necessary is advance of moving into Design Development.
 - Anticipating moving into the DD phase in October.
 - SWL received HAZMAT reports from Krazan.

Other Projects:

- **Replace and Expand Colleges Vehicle Charging Stations (EVCS)**
 - Lex Lankovsky from Holmes Electric visited RTC to explore the existing conditions. He will be sharing estimates for single port and dual port installation.
 - Colby shared an editable format of the hybrid contract which was forwarded to Jacob for review. Revenue sharing was confirmed as 60%-40%. To be updated in the new contract.
 - Under the Hybrid contract, the units will be owned and installed by Blink, but RTC will have to prepare the site and check for the electrical provision prior to the installation.
- **Multicultural Center Bldg. D (Rolluda Architects)**
 - Received Project Design Schedule with a Final Completion date in August of 2024.
 - Planning to go ahead with the first option of over \$1M. Jacob to arrange for the additional funds (\$200 K) needed for execution of the project.
 - Reuse existing furniture from Bldg N and J and couple of major appliances for the Kitchenette from Building E to reduce the overall cost.
- **Rivian Automotive Repair Instruction Shop (KPFF & Wood Harbinger)**
 - Rotary lifts are being installed in Bldg K1 on October 26. The anchorage was inspected by Krazan.
 - Some modifications still needed to be done inhouse to ensure the functioning of the lifts. Change order initiated with Forma to remove part of the struts and move the air back out of the way of the lift operation.
 - Electrical drop provided in Bldg K3. Waiting for inspections scheduled on November 1. JJ with Hunter provided a tentative schedule of installation on November 8.

- **PSE Easement**

- PSE easement was signed by State and shared to PSE.



MARKETING

Several marketing campaigns are running to promote Winter Quarter registration. In addition to the General campaigns promoting enrollment, several ads across platforms promote the BAS programs and Health Care programs. Marketing campaigns have generated more than 600 verified leads in the past three months and are being followed through the CRM. This combination of marketing and communications, as well as promoting Outreach events through the CRM, contributes to our increase in enrollment Fall Quarter. We will continue to analyze data for best ROI.

COMMUNICATIONS

AWARDS and RECOGNITION

Communications team received two Medallion awards at the NCMPR District 7 Conference, including a gold award for the Find You Place brochure. The main marketing video won a bronze award. This recognition demonstrates creativity and collaboration among our team. Executive Director Katherine Hedland Hansen is on the District 7 Executive Committee and helped in planning the successful conference in Hood River, Oregon.

Creative Services Director Eyson Beasley gave a presentation on using AI to augment designs at the November meeting of the Public Information Commission at Skagit Valley College.

NEW WEBSITE

The C&M and CTS web team continues work on the new website, which has received Cabinet approval. More presentations to Student Services, Instruction, and students are on the calendar.

College Technology Services (CTS)

October was Cybersecurity Awareness month and CTS participated in a variety of activities. There were communications to campus, an introduction to KnowBe4, a cybersecurity tool procured to offer IT security training as well as phishing campaigns. CTS tested internally with our team, then with executive cabinet members, then all RTC employees.

CTS was also working on a new process to support new students at RTC. The existing business process had new student accounts created overnight for the previous day's activity. Now CTS runs a script twice a day (morning and afternoon). This is important as RTC can now work with a prospective student in the morning and have a working RTC account in the afternoon to engage in college activities as opposed to the next business day. This has an immediate impact to CCP students who will work with staff in the morning and can then attend an orientation later the same day!

Recruitment efforts are underway for the Service Desk Manager position. Soon we will post for a Director of Infrastructure Services and Cybersecurity. This will help round out our cybersecurity team, and also provide supervisory oversight for the Infrastructure Services team. We are eager to fill our roster and work on continuous improvement opportunities.

Beginning in October and completing in November, CTS is engaged with a vendor to conduct an external IT assessment. This serves multiple purposes, but most importantly, helps steer RTC into compliance with new requirements for higher education with regard to the Graham-Leach-Bliley Act (GLBA). RTC will participate in a Risk Assessment, Payment Card Industry (PCI) Compliance, and a Penetration Test.

<https://fsapartners.ed.gov/knowledge-center/library/electronic-announcements/2023-02-09/updates-gramm-leach-bliley-act-cybersecurity-requirements>

In closing, final interviews are taking place for an Event Technician shared position which will support campus programming with A/V technology setup/tear down, as well as support Events & Catering workload, including Saturdays and off hours. This is a fantastic partnership with our Events & Catering team and it is a return of a position that was previously filled before the pandemic.

**Diversity, Equity, and Inclusion Report
Renton Technical College Board of Trustees
November 15, 2023**

Diversity, Equity & Inclusion Council

The Diversity, Equity & Inclusion Council (DEIC) held their second meeting of the academic year on Monday, November 13. DEIC develops, reviews, evaluate plans, policies and set directions for diversity, equity and inclusion (DEI) in accordance with the vision, mission, values, core theme objectives, and strategic priorities of the College.

DEIC meetings will be held the second Monday of each month in FLEX format and C-111 from 2:30-4pm. Meetings in January and May will be held the first Monday to accommodate holiday closures. DEIC will not meet in December and June.

- Oct 9, 2023
- Nov 13, 2023
- Jan 8, 2024
- Feb 5, 2024
- Apr 8, 2024
- May 6, 2024

In compliance with RTC's new [College Governance](#), the structure of DEIC has changed to accommodate short term (Action Teams) and long term (Committees) Council work. Members will self-select their Council workgroup of choice. Additionally, Council action teams and committee are launching their sub meetings in the month of November to move Council priorities forward.

DEIC Committees

- Campus Climate & Data Equity
- Professional Development & Training
- Tribal Relations (New)

DEIC Action Teams

- Multicultural Center
- Bias Incident Response Policy Review (New)
- DEIC Bylaws (New)

For more information, please contact the Office of DEI at dei@rtc.edu

**Office of Diversity, Equity & Inclusion (DEI) – Departmental Updates
Women and Men of Merit Group Meetings**

Established and implemented as a student retention effort for students of color, Men of Merit and Women of Merit Groups were developed by faculty, staff and

students in partnership with the Office of Student Leadership and Programs. Each academic quarter, both groups individually host programs for RTC students, staff and faculty who seek community, professional development and personal growth. The Office of DEI serves to provide Merit Group leads with administrative and programming support as needed.

The Women of Merit hosted a meet and greet on Tuesday, October 18 from 11:30am-1pm in FLEX format and in person at the RTC Cafeteria with over 40 attendees. Men and Women of Merit are collaborating for a joint program on Tuesday, November 7 featuring mental health therapists Makinie Fortino and Nicole Hoyes Wilson who will facilitate conversations centering racial trauma.

For more information on Men of Merit, please contact menofmerit@rtc.edu or Women of Merit, womenofmerit@rtc.edu

Merit Group Leads:

Women of Merit: Dr. Huma Mohibullah & Shanteal Valteau

Men of Merit: Warren Takata, Gerald Bradford, Eugene Shen & Wade Parrott III

Faculty and Staff of Color Conference

The Office of DEI in partnership with Workforce were able to provide funding for 33 RTC faculty and staff to attend the 28th Annual Faculty and Staff of Color Conference (FSOCC), held October 25-27, 2023 at the Hilton Vancouver Hotel. FSOCC centers, honors and celebrates Washington State black, indigenous, people of color (BIPOC) in higher education through intentional workshops, keynote presentations and spaces for community building and collective healing. Keynote presenters featured Palestinian American activist Linda Sarsour and founder of FSOCC, Dr. Rhonda Quash Coats. A post-conference debrief session was held November 2 with attendees to discuss learning and community next steps. Items of discussion included extending opportunity for more faculty and staff of color to attend, community engagement through affinity groups and exploring potential presenters for campus wide DEI centered professional development and training.

Additionally, the conference featured various sessions facilitated by RTC faculty and staff throughout the two-day event: Chayuda Overby, Eugene Shen, Warren Takata, Dr. Stephanie Delaney and Dr. Yoshiko Harden.

Scholarships and Events

Witner 2024 Scholarship Cycle

The Foundation received 219 scholarship applications for winter quarter – the highest number since 2016. Of those applicants, 166 are eligible based on financial need or program match. The Scholarship Committee is currently reviewing the applications and meets November 28 to make the final awards.

McCarthy Bridge Grant

Winter quarter applications opened October 31 and the annual campaign is scheduled to launch in early November. To date, 31 students have been awarded for the 2023-2024 academic year with 10 in the pipeline for winter quarter. The hiring of a new Transition Specialist is being finalized. This person will work closely with the Foundation to help students access the grant and navigate Financial Aid.

2023 Celebrity Chef Dinner October 19

Chef Melissa Miranda wowed guests with an exclusive menu and wonderful wine pairing by Sommelier Bruce Sturgeon. RTC alumnae and Foundation scholarship recipient Mary Ann Lizama, served as the Commis, and Chef Miranda spent the day with culinary students teaching them new techniques and sharing her love of Filipino food and culture. The event sold out with 48 tickets and 35% of the guests were first-time attendees. The evening brought in over \$68,000 – the highest amount for this event!

Thanksgiving Pie Project

The annual pie fundraising project to support emergency funding for students is at the halfway mark and over half of the pies have been sold. You can order your pies until November 15! <https://foundation.rtc.edu/events/2023-thanksgiving-pie-event>

2023 Exceptional Employee Giving

On October 30, the Foundation prepared a special time during the “All College” meeting to recognize faculty and staff who give through payroll giving and to announce the nominees for the Exceptional Employee Awards which will be announced in May 2024. To date, employee payroll giving has brought in over \$279,000 to the Foundation. Marketing & Communications staff designed t-shirts and thank you cards for payroll givers.

Development & Community Engagement:

- Rottler Manufacturing renewed their annual \$10,000 scholarship.
- Microsoft renewed their \$20,000 grant to support computer science students.
- The U.S. marine Corps Support Group (MCSG) has increased their support up from \$4,000 to \$6,000 for the 2023-24 academic year. The Foundation and grant recipients were present at the U.S. Marine Corps birthday celebration at RTC on November 4.

The following personnel actions have occurred as of October 2023 and are presented for the Board of Trustees' information.

AFT	Effective Date	Position	Department
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- Hires

none

-Separations

none

WFSE	Effective Date	Position	Department
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- Hires

Ariana Aranda	10/18/2023	Student Financials Specialist - Cashier II	Business Office
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-Separations

none

Prof Tech	Effective Date	Position	Department
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- Hires / Change in Position

Alan Abdullah	10/1/2023	Technical Support Analyst (Position Change)	CTS
Muyao 'Helen' Zheng	10/2/2023	Guided Pathways Navigator	CCP
Gina Trinh	10/2/2023	Guided Pathways Navigator	CCP
Torri Murray	10/16/2023	Technical Support Analyst	CTS

-Separations

Debra Sanders	10/2/2023	Technical Support Analyst (Retired)	CTS
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Exempt / Administrative	Effective Date	Position	Department
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- Hires / Change in Position

Lindsay Johnson	10/5/2023	EA to the VP of Instruction	Instruction
Nicollette Roe	10/5/2023	Associate Dean of High School Programs	CCP
Chayuda Overby	10/16/2023	Associate Dean of ELA, IBEST, Bridge	CCP

-Separations

none

RFT	Effective Date	Position	Department
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- Hires

none

-Separations

Alicia Bones	10/1/2023	Part-time Faculty-General Education	General Education
Ayanna Cumming	10/1/2023	Part-time Faculty-General Education	General Education
Rajveer Kaur	10/1/2023	Part-time Faculty-Science	General Education
Clifton Dewitt	10/1/2023	Part-time Faculty-General Education	General Education
Hasaan Kirkland	10/1/2023	Part-time Faculty-General Education	General Education
Kathryn Scott	10/1/2023	Part-time Faculty-General Education	General Education
Jordan Houghton	10/1/2023	Part-time Faculty-General Education	General Education
Marquise Murphy	10/19/2023	Part-time Faculty-General Education	General Education

	Monthly Total Hires	% of Diverse Hires YTD
Full time	7	75%
Part time	0	20%

Institutional Planning and Effectiveness

- Institutional Research & Effectiveness (IR&E) is supporting the Strategic Equity Plan and DEIC work around the Campus Climate Assessment and campus listening sessions. The Campus Climate Assessment full report is in progress and will be published on the RTC website once complete by the end of fall quarter.
- Resource & Planning Council (RPC) had its first meeting of the year. The council will have four committees and two action teams working on applicable priority activities this year to support the strategic plan and mission of the college, along with addressing NWCCU accreditation recommendations:
 - **Recommendation 1:** Spring 2021 Evaluation of Institutional Effectiveness - Fully utilize established strategic indicators and promote a consistent understanding of processes across all operational units to inform allocation of resources in support of mission fulfillment. (2020 Standard(s) 1.B.2;1.B.3)
 - **Recommendation 2:** Spring 2021 Evaluation of Institutional Effectiveness - Utilize assessment data to implement broad continuous quality improvement across programs; and to inform ongoing strategic planning and budgeting. (2020 Standard(s) 1.B.1;1.C.7)

Student Learning and Assessment

- Faculty and deans have completed their program review forms. Results are being reviewed by deans to help inform planning and budgets for academic year 2024-25.
- IR&E is reviewing the course evaluation process and distribution of results. We would like to improve how RTC utilizes this data.

Data and Research

- IR&E is currently working on data reports for the Outreach team, including geographic information and RTC program demographics.
- IR&E is supporting the Workforce Education team with the Perkins Comprehensive Local Needs Assessment (CLNA).

ctcLink

- The ctcLink Travel Task Force has concluded with a final report, proposed policy changes, and training materials to help improve the travel process in ctcLink.
- SBCTC is working with Kastech on Okta integration for the online admissions application portal (OAAP) and fraudulent application security components. RTC is represented on the cross-college Fraudulent Application Subgroup. IR&E is working on automation to detect fraud accounts for RTC staff.

- IR&E and CTS are collaborating on ctclink security approval workflow, along with automation between Active Directory and ctclink.
- IR&E and CTS are also collaborating on the implementation of multi-factor authentication (MFA) for students. MFA was deployed for employees last academic year.
- IR&E, HR, and the Business Office are working on automating labor budget management by utilizing position management in ctclink.

Other

- The team continues to support the college in all of their reporting, data, and ctclink needs. Ad hoc requests from this month included outreach surveys and data, dashboard enhancements, program accreditation, and student services forms.
- Revised/new policies related to research and waivers have been submitted to Executive Cabinet for review. Policies on data sharing, surveys, focus groups, and reporting are still in progress.

Instruction Report
Renton Technical College Board of Trustees
October 18, 2023

Highlights from Healthcare

This month, Instruction updates you on all things healthcare. You have two updates, one from Dean Teri Trillo on our Nursing Program and one from newly minted Dr. Chris Carter on Health and Human Services. I think you'll find that, as always, there is a lot going on in our Instructional area.

[Nursing Update - https://youtu.be/jjpK-Xp1S2E](https://youtu.be/jjpK-Xp1S2E)

[Health & Human Services Update - https://ooo.mmhmm.app/watch/z_jyCJDCW1yMnaMGOhz0kV](https://ooo.mmhmm.app/watch/z_jyCJDCW1yMnaMGOhz0kV)

Fall Career Fair is a great success!

Career Service's orchestrated another very successful Fall Career Fair. Career Services Manager, Bo Dong, reported:

- 232 job seekers registered for the fair
- 62 companies/employers attended
- Employers' overall experience of attending the fair: 9.7/10 (A record high!)
- Employers received 20 job seekers' visits on average (a minimum of 5 job seekers to a maximum of 50 of job seekers)
- Job seekers' experience rate: 7.3/10

Employers shared with Manager Dong their appreciation for the event and especially Dr. Harden's opening remarks, which left a strong impression on attendees.

Student Leadership: Community event and welcoming a new Director

The Trunk-or-Treat on Halloween provided a celebratory, all-ages event for our campus and broader community to take part in. It was exceptionally well attended, drawing in around 150 members of our community, including students, staff, and their families. The organization of the event was a testament to the collaborative spirit of our staff, faculty, and student leaders, who volunteered their time and energy to ensure a smooth and enjoyable experience for all.

Our RTC Cafeteria and the adjacent parking lot transformed into a vibrant space of joy and laughter, providing a safe and fun environment for kids and adults alike. The Halloween games were a hit, adding to the festive atmosphere. This event stands as another successful collaboration between our Associated Student Government and Outreach Office, reinforcing our commitment to fostering a family-friendly campus that extends its warmth to the broader community.

On November 1, we welcomed Mica Hunter, our esteemed new Director of Student Life, who brings a rich background in student services from South Seattle College. Known for her exceptional relationship-building skills with both staff and students, Mica has crafted impactful peer-to-peer mentorship programs and has a keen eye for inclusive, community-centric event planning. Her dedication to student advocacy, success, and her collaborative approach with faculty ensures a supportive and engaging campus environment. Mica's presence promises to be a catalyst for dynamic growth in student life at our college.

Renton Technical College
Board of Trustees Meeting
November 15, 2023

AGENDA ITEM: 4. DISCUSSION/REPORTS

SUBJECT:

BOARD CONSIDERATION	
<input checked="" type="checkbox"/>	Information
<input type="checkbox"/>	Action

BACKGROUND:

- A. President's Report
Dr. Harden will provide a report subsequent to the October 18, 2023 Board meeting.

- B. Strategic Equity Plan
Dr. Harden and Vice Chair Jessica Norouzi will provide a report on an update of the Strategic Equity Plan.

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

RECOMMENDATION:

None.

RENTON TECHNICAL COLLEGE
MONTHLY OPERATIONS REPORT
FISCAL 2023-24
For the Month of September 2023

	September 2023 - Actual	Year to Date - September 2023 - Actual	Prior Year to Date - September 2022 - Actual	Variance - Increase (Decrease)
Beginning Cash Balance	8,695,303	7,891,334	19,248,178	(11,356,845)
Add - Revenues:				
Tuition & Fees - Funds 060 148 149 561	487,048	3,647,295	1,956,422	1,690,873
Grants and Contracts	141,399	940,782	1,106,690	(165,908)
Donation Received	-	-	-	-
Student Government	28,387	280,849	227,286	53,564
Bookstore	4,869	126,934	-	126,934
Security/Parking	8,572	81,946	-	81,946
Culinary Arts - Food Services	78,533	159,560	125,153	34,407
Housing	-	-	-	-
Interest Income	42,332	133,800	12,954	120,846
Rental Income - Excluding 569	34,017	78,502	58,489	20,013
Scholarship and Student Loan Funds Received	1,603,538	2,773,985	2,051,615	722,370
CRRSA	-	-	-	-
CARES Deferred FY20	-	-	-	-
Net Operating Revenues	2,428,696	8,223,652	5,538,609	2,685,043
Add - State Allocation				
State Allocation - VPA Expenses	2,034,541	5,883,165	6,766,206	(883,041)
Capital Allocation Fund 057	172,569	172,569	212,751	(40,182)
Capital Allocation Fund 060	-	-	61,630	(61,630)
Total State Funding	2,207,111	6,055,734	7,040,587	(984,852)
Total Revenues	4,635,807	14,279,386	12,579,196	1,700,191
Less - Expenses:				
Salaries	2,213,197	6,048,126	5,372,302	675,824
Benefits	706,902	2,025,064	1,895,518	129,545
Contracts	-	-	-	-
Goods and Other Services	624,384	1,704,366	1,228,615	475,751
Cost of Goods Sold	19,369	50,564	7,698	42,866
Travel	7,065	13,574	12,091	1,483
Equipment	-	283,903	7,085	276,818
Computer Equipment	-	-	-	-
Financial Aid	2,070,333	3,127,864	4,288,129	(1,160,265)
Debt Service	-	177	-	177
Bad Debt	-	-	-	-
Total Expenses	5,641,251	13,253,637	12,811,437	442,199
Net Operating Surplus (Deficit)	(1,005,444)	1,025,749	(232,242)	1,257,991
Other Sources (Applications) of Cash:				
Changes in Petty Cash; Accts. Receivable & Accts. Payable; Inventory	1,620,633.29	1,127,029	(259,487)	1,386,515
Decrease/ (Increase) in Investments & Bond Amortization	(46,869)	(648,322)	(1,749,049)	1,100,726
Payment of Bldg, Innovation Fee, and VPA Advance to State	(64,816)	(196,982)	(158,189)	(38,794)
Land Purchase	-	-	-	-
Total Other Sources (Applications) of Cash	1,508,949	281,724	(2,166,724)	2,448,448
Adjustments to Cash	-	-	-	-
Ending Cash Balance	9,198,808	9,198,808	16,849,213	(7,650,405)
Add College Reserves:				
Local Government Investment Pool (LGIP)	9,589,321	9,589,321	2,744,059	6,845,263
Investment Bonds held in trust by US Bank	2,642,569	2,642,569	2,635,592	6,977
Total Reserves	12,231,890	12,231,890	5,379,650	6,852,240
Total Cash and College Reserves	21,430,698	21,430,698	22,228,863	(798,165)
	Actual %	Year to Date	Prior Year to Date	Variance
Total Current State Allocation	100%	31,463,688	28,926,488	2,537,200
Allocation Used - Year to Date	19%	5,883,165	6,766,206	(883,041)
Remaining State Allocation	81%	25,580,523	22,160,282	3,420,241

Renton Technical College
Board of Trustees Meeting
November 15, 2023

AGENDA ITEM: 5. ACTION

SUBJECT:

BACKGROUND:

- A. Policy 3.8.1 – Tuition Waivers
Vice President Jackson will request the Board adopt Policy 3.8.1 on Tuition Waivers.

BOARD CONSIDERATION	
	Information
X	Action

RECOMMENDATION:

Approve as requested.

RENTON TECHNICAL COLLEGE POLICY & PROCEDURE

CHAPTER				
3	8.1	Tuition Waivers	Adopted : 7/03	Revised: 12/14

POLICY:

Waivers fall into three main categories; those required by law, those required by the State Board and those that colleges are allowed, but not required, to offer (optional waivers). In addition, some waivers are subject to a limitation on the total amount that can be waived by the community and technical college system.

Residency definitions are listed in statute. Some students, who would otherwise be considered non-residents, may be eligible for resident tuition rates. If a student meets applicable eligibility requirements, they would be classified as residents, for tuition and fee purposes, rather than as non-residents receiving a non-resident differential waiver.

PROCEDURE:

All tuition waivers are administered by the Enrollment Services Director under guidelines set by the Vice President of Administration and Finance.

STATUTORY MANDATORY WAIVERS

Children and Spouse or the Domestic Partner of Totally Disabled or POW/MIA or Deceased Eligible Veterans or National Guard Members Waiver:

This is a mandatory tuition waiver for the children and spouse or domestic partner of totally disabled or POW/MIA or deceased eligible veterans or National Guard Members. The college will waive 100% of tuition (operating and building fees), S&A fees, comprehensive, security and technology fees, and applicable course/class and eLearning fees.

Waiver Code: W72

[Children and Spouse of Totally Disabled or POW/MIA or Deceased Eligible Veterans or National Guard Members Waiver SBCTC Reference Webpage](#)

Children or Spouse of Deceased or Disabled Law Enforcement Officers or Firefighters Waiver:

This waiver is for the children and surviving spouses of deceased or disabled law enforcement officers or firefighters. The college will waive 100% of tuition (operating and building fees) and S&A fees. The student will be responsible for the comprehensive, security and technology fees, applicable course/class and eLearning fees.

Waiver Code: W04

[Children or Spouse of Deceased or Disabled Law Enforcement Officers or Firefighters Waiver SBCTC Reference Webpage](#)

Wrongfully Convicted Person Waiver:

This waiver is for the wrongfully convicted individual, their children, and stepchildren. The college will waive 100% of tuition (operating and building fees), S&A fees, comprehensive, security and technology fees, and applicable course/class and eLearning fees.

Waiver Code: W84

[Wrongfully Convicted Person Waiver SBCTC Reference Webpage](#)

SBCTC MANDATORY WAIVERS

Adult Basic Education, English As A Second Language, and GED® Preparation Waiver:

Based on rules and policies developed by the State Board, community colleges can charge tuition rates for ungraded courses that differ from standard rates. The State Board has set a rate of \$25 per student per quarter for Adult Basic Education, English as a Second Language and GED® preparation courses. Colleges may waive the \$25 charge for students who are unable to pay. For RTC, this includes high school programming (i.e., HS+) that fall under the Basic Education for Adults (BEaA) program.

Waiver Code: W32

[Adult Basic Education, English As A Second Language, and GED® Preparation Waiver SBCTC Reference Webpage](#)

Apprenticeship Waiver:

Based on rules and policies developed by the State Board, community colleges can charge tuition rates for ungraded courses that differ from standard rates. For Apprenticeship courses (as agreed upon between the college and apprenticeship partner), the State Board has set a rate equal to one-half the standard per credit amount for tuition (operating and building fees) and S&A fees.

Waiver Code: W91

[Apprenticeship Waiver SBCTC Reference Webpage](#)

RTC COLLEGE WAIVERS

Apprenticeship College Fee Waiver:

This waiver applies specifically to students taking classes for an approved apprenticeship program, including the Multi-Occupational Trades (MOT) degree.* The college, in alignment with the apprenticeship tuition

waiver, will waive 50% of the comprehensive, security and technology fees. The waiver does not apply to applicable course/class and eLearning fees.

**Maximum of four classes for MOT degree.*

Eligible Veterans or National Guard Members Waiver:

The college will waive 25% of tuition (operating fee and building fees), S&A fees, and the comprehensive, security and technology fees. The waiver does not apply to applicable course/class and eLearning fees. To receive the waiver, the DD214 must be submitted to Enrollment Services prior to the start of the quarter.

Waiver Code: W71

[Eligible Veterans or National Guard Members Waiver SBCTC Reference Webpage](#)

Other Military or Naval Veterans Waiver:

The college will waive 25% of tuition (operating fee and building fees), S&A fees, and the comprehensive, security and technology fees. The waiver does not apply to applicable course/class and eLearning fees.

Waiver Code: W71

[Other Military or Naval Veterans Waiver SBCTC Reference Webpage](#)

Non-Washington Resident Tuition Differential Waiver:

The college will waive 100% of the non-resident tuition differential for the operating fee only, meaning the non-Washington U.S. residents will pay the operating fee portion of tuition at the resident rate. The building fee and all other fees will be charged at the normal rate.

Waiver Code: W31

[Non-Washington Resident Tuition Differential Waiver SBCTC Reference Webpage](#)

Refugee Waiver:

Waiver of non-resident tuition differential for refugees, their spouse and dependents. The college will waive 100% of the non-resident differential for the operating fee portion of tuition. This means the student will pay resident rates for the operating fee. The building fee and all other fees are charged at the normal rate.

Waiver Code: W23

[Refugee Waiver SBCTC Reference Webpage](#)

Renton Technical College Employees and Washington State Employees Waiver:

All enrollments under employee fee waivers will occur only after the start of the class.

Fee Waivers will be granted for RTC staff or other Washington State Employees employed at least half-time

that have worked for at least 90 days. The college will waive tuition (operating and building fees), S&A fees, and the comprehensive, security and technology fees.

The employee will be charged a \$20.00 per course registration fee, and any applicable course fees. RTC's fee is \$20 per class, limited to two classes up to 10 credits per quarter, as of the time of this writing 05/12/2023). This waiver is on a space-available basis.

The Fee Waiver Request Form will be completed by the Requester. Staff Waiver requests related to staff development will be completed by the employee's supervisor.

Waiver Code: W51

[Renton Technical College Employees and Washington State Employees Waiver SBCTC Reference Webpage](#)

Journey person Waiver:

For Journey person courses, including the Multi-Occupational Trades (MOT) degree*, RTC has set a rate equal to 75% the standard per credit amount for tuition (operating and building fees), S&A fees, the comprehensive, security and technology fees. The waiver does not apply to applicable course/class and eLearning fees.

**Maximum of four classes for MOT degree.*

Waiver Code: W90

[Journey person Waiver SBCTC Reference Webpage](#)

Running Start Waiver:

The Running Start program is available for eligible 11th and 12th grade students.*

Running Start will pay for tuition (operating and building fees) and S&A fees, up to 21 credits of college level (100 and 200 level) courses.

The student will be responsible for the comprehensive, security and technology fees, applicable course/class and eLearning fees, and any tuition and S&A fees beyond 21 credits. The student will be responsible for all tuition and fees for below college-level courses.

Running Start students who qualify for fee waiver may have all tuition and fees waived for college-level (100- and 200-level) courses.

**Depending on FTE eligibility.*

[Running Start Waiver SBCTC Reference Webpage](#)

Renton Technical College
Board of Trustees Meeting
November 15, 2023

AGENDA ITEM: 6. BOARD OF TRUSTEES

SUBJECT:

BOARD CONSIDERATION

X Information

Action

BACKGROUND:

- A. Strategic Equity Plan Steering Committee Report
- B. Vice Chair Jessica Norouzi will provide an update from the Strategic Equity Plan Steering Committee.
- C. Foundation Liaison Report
Foundation Liaison Trustee Cooper will provide an update from the Foundation Board.
- D. President's Advisory Council Liaison Report
Vice Chair Jessica Norouzi will provide an update from the President's Advisory Council.
- E. Legislative Action Liaison Report
Legislative Action Liaison Trustee Entenman will provide an update on legislative action meetings and activity.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
November 15, 2023

AGENDA ITEM: 7. MEETINGS

SUBJECT:

BOARD CONSIDERATION
X Information
Action

BACKGROUND:

- A. The next regularly scheduled meeting of the Board of Trustees will be December 11, 2023.

RECOMMENDATION:

None.

Renton Technical College
Board of Trustees Meeting
November 15, 2023

AGENDA ITEM: 7. ADJOURNMENT

SUBJECT:

BACKGROUND:

BOARD CONSIDERATION

Information

X Action

RECOMMENDATION:

Motion required.