Aims Community College Board Meeting  
Board Meeting Minutes  
September 2, 2015  
Loveland Campus Room 109, 2:30 p.m.

Aims District Board Meeting  
I. Call to Order  
   a. The meeting was called to order at 2:30 p.m. by Board President Walt Richter. Other Board members present included Mike Geile, Ray Peterson, Carol Ruckel and Larry Wood. College President Dr. Leah L. Bornstein was also in attendance.

II. Pledge of Allegiance  

III. Additions/Deletions to the Agenda  
   a. There were no additions or deletions to the agenda.

ON MOTION OF RAY PETERSON, THE BOARD UNANIMOUSLY APPROVED THE AGENDA AS PRESENTED.

IV. Citizen Participation  
   a. There was no citizen’s participation.

V. Consent Agenda  
   a. Minutes of the August 5, 2015 District Board Meeting

ON MOTION OF LARRY WOOD, THE BOARD UNANIMOUSLY APPROVED THE CONSENT AGENDA.

VI. President’s Report – Dr. Leah L. Bornstein  
   a. Dr. Bornstein took a moment to thank the Loveland campus for the reception prior to the Board meeting.
   b. Administrative Services- Bob Cox, Chief Business Officer  
      The financial report does not contain a large amount of activity due to the report reflecting the first month of the fiscal year. Looking at the fall tuition for in state and out of state there is a fairly significant decrease from last year due to the time of the reporting in each of the year. For the Helicopter Program the helicopter lab fees appear to be much different than last year due to the time of reporting. There are errors in report for property tax the figure should be negative and not positive. The total revenues and other additions figures are correct.
   c. Academic Affairs- Donna Norwood, Provost  
      Congratulations are in order for the Paramedic Program as they had 13 students graduate on August 21. All of the Paramedic Graduates are employed meaning that they have a 100% completion and 100% employment rate. The Agricultural program will be sending students to the National Dairy Program in Chicago. Enrollment headcount is up slightly but the FTE is down slightly for the College. This means that we have more students who are taking fewer credits. As of August 31, the Early College High School head count was
d. Student Services- Dr. Patricia Matijevic, Dean Student Services
Student Services has experienced their annual rush period, as many students typically wait to register for classes until the last few weeks before the semester begins. To eliminate the stress in the department there have been Student Ambassadors hired to help new students register for their classes. There are 6 Student Ambassadors, who came highly recommended, that were hired after an interview process. The Student Ambassadors also go through extensive training. Nancy Gray the Director of Student Financial Assistance has been working with students to get funding for their classes. The Financial Assistance Office has also processed over 70 veterans. The TRIO and Stem Grants were renewed for 5 years beginning September 1, 2015. The students who utilize the TRIO program are tracked through the completion of their four year degree. Had the TRIO grant not be extended there is a contingency budget put together to get the students who have already entered the program though the completion of a four year degree. Dr. Ryan Barone contacted and invited 430 eligible students to become members of Phi Theta Kappa.

e. Division II Report- Deb Kish, Dean, Division II
The Windsor Campus expansion is currently on target and three programs, EMS, Fire Science, and Criminal Justice, will be joining Automotive at the Windsor Campus. Dean Kish highlighted portions of the Division II report including the high completion rates for many of the programs. The Automotive Department currently has more job demand than they have students to fill the demand. Part of the shortage is due to the oil and gas boom because the profiles of both types of student are fairly similar. Aviation students are typically attending the program to be able to gain a job in commercial flight. There are currently conversations to help students to obtain the massive amount of hours required for individuals to sit in the pilot seat of a commercial passenger plane. Dr. Geri Anderson spoke about the Safe Towers Act and there is much confidence that the initial policy will be reversed. Thank you to Mary Gabriel and CCR for putting the report together.

f. Extended Studies Report- Rob Umbaugh, Dean, Extended Studies
Thank you to Mary Gabriel and the staff at CCR for the wonderful report before you. Dean Umbaugh highlighted portions of the Extended Studies report including the kick off of Early College High School and the current enrollment numbers of the program. Kudos was extended to Dr. Anderson who was instrumental in the Early College High School Program. The iPad initiative has gotten off the ground and 140 iPads have been passed out to students at Aims and in the high schools. Laura DaVinci has been able to change over all processes and procedures for grants in the office. She has ensured that the school is compliant with federal and state regulations. Continuing Education Update:

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g. Dr. Bornstein provided the Board with an update of her first month at the College and all of the entities that she has met with so far.
A financial analyst company out of Washington D.C. called Wallet Hub evaluated 700 Community Colleges across the country and Aims ranked 116 in the nation and 1st in
Colorado. The Early College Fort Collins was voted the best high school in Colorado for their outcomes.

VII. Information Items

a. Board of Trustees Retreat Date- Dr. Richter, Board Chair
   It may be advised to postpone any board retreat until after the new Board members have been brought on board. Carol Ruckel suggested waiting until the end of the academic year before holding a retreat. The Board goals are in place until the Board changes them. The goals coincide with the three year strategic plan.

b. Board Calendar
   - September 1, Bright Futures Official Launch, 7:30 a.m., Cornerstone, Greeley Campus
   - September 1, Windsor Charter Academy Ribbon Cutting, 6:00 p.m., 810 Automation Dr. Windsor, CO 80550
   - September 2, Fall-In Greeley Campus, 11:00 a.m.- 1:30 p.m.
   - September 2, Board of Trustee Meeting, 2:30 p.m., Loveland Campus
   - September 8, Fall-In Fort Lupton Campus, 11:00 a.m.- 2:00 p.m.
   - September 9, Fall-In Loveland, 11:00 a.m.
   - September 16, Student Involvement Fair, 10:30 a.m.- 12:30 p.m., Beaty hall
   - September 22, Fall-In at Windsor, 11:00 a.m.- 1:30 p.m.
   - September 23, Aims Staff Association Breakfast, 8:00-9:30 a.m. Cornerstone Conference Center
   - September 23, Physical Education and Recreation Center Ribbon Cutting and Open House, 3:00-7:00 p.m.
   - September 26, Aims Day at UNC, 1:35 p.m. Nottingham Field
   - October 7, Board of Trustees Meeting, 2:30 p.m., Greeley Campus
   - October 8-9, 2015 Higher Education Summit, TBD 1 or 1:30 Thursday afternoon one session for board chair and CEO the evening there will be a reception. State historical society museum. Friday morning end around 12pm at the federal reserve.

c. New Hires
   - Kara Roberts, Senior Advisor, New Position Exempt, Early College High School at Early College Academy
   - Erin Strutz, Senior Advisor, New Position Exempt, Early College High School-Windsor Charter Academy
   - Kenneth Howell, Political Science Instructor, New Position Faculty, District 6 Early College High School
   - Mark Moody, Geography Instructor, New Position Faculty, Early College High School
   - Andrea Schwartz, World Languages Instructor, New Position Faculty, Early College High School
   - Barbara Kingston, Events Coordinator, New Position Non-Exempt, Facilities and Operations
   - Tiffany Brickley, Staff Associate, Replacement Non-Exempt, TAACCCT Grant
   - Claudia Ward, Senior Advisor, Replacement Exempt, Student Success Center
   - Ronnie Michael Booker, History Instructor, Full Time faculty, Social Science
Division III
- Amelia Bucklew, World Languages Instructor, Full Time Faculty, Early College High School
- Kendall Mallory, Physics Instructor, Full Time Faculty, Natural Sciences
- James Schaffer, IT Support Specialist, Non-Exempt Replacement Position, IT
- Sandra Kregar, Instructor World Languages, Full Time Faculty, Early College High School

d. Leaving Employ of the College
e. Miscellaneous Information
  - Policy 4-701 Faculty Load Guidelines- Referred to Consultation for review during 2015-2016

VIII. Action Items
a. Designation of hearing Officers- Dr. Walt Richter, Board Chair
  - The Faculty Due Process Policy: 4-800 states that the Hearing Officer list shall be selected by the Board on an annual basis after providing public notice and offering faculty representatives an opportunity to comment on applicants. Persons on the list shall be qualified by education or experience and shall not be employees of the College or residents of Weld County. The list shall be maintained by the Board secretary and an inadvertent failure to update the list will not disqualify listed persons from serving as Hearing Officer. A brief professional biography shall be included for each name on the list.

In accordance with the Faculty Due Process Policy, the names were submitted to Trish Rand, president of the Aims Faculty Association, for approval. She has given her approval to continue with the same slate of hearing officers.

ON MOTION OF MIKE GEILE, THE BOARD UNANIMOUSLY APPROVED KENT L. JACKSON, KENT E. SUTHERLAND, AND RICHARD N. LYONS AS HEARING OFFICERS.

IX. Comments from Board Reps
a. Aims Faculty Association (AFA Board Rep, Ellen Sweiter and Rebecca Sailor)
  - Rebecca Sailor- AFA started the year with an association meeting. There are a lot of great resources for Faculty members. The mentorship program will continue this year for Faculty members.

b. Aims Staff Association (ASA Board Reps, Rebecca Espinoza)
  - The Aims Staff Association has a new president elect Alex Wernsman from the Aviation Department. Northern Colorado Credit Union will be sponsoring the upcoming Staff Appreciation Breakfast.

c. Associated Students of Aims Community College (ASACC President, Tammy Ortiz)
  - ASACC will be hosting a student led open forum with Dr. Bornstein on September 3 for students to come and meet our new President. A Student involvement fair will be held on September 16. September 17 is Constitution Day there will be tabling events for the Greeley, Loveland, and Fort Lupton campuses. The students will be handing out
copies of the Constitution as well as the UN declaration of Human Rights.

X. Comments from Board Members

Carol Ruckel- Last month Trustee Ruckel attended a lunch meeting with Representative Bucks staff on Aims’ Greeley Campus. Convocation was awesome this year. Dr. Bornstein’s radio show was very well done. Trustee Ruckel attended the EMT graduation; it was a very moving event. Trustee Ruckel was able to welcomed new students on the Fort Lupton campus on the 24 of August. On September 1 Trustee Ruckel attended the Bright Futures Kick off in the morning and the Early College High School Ribbon Cutting in the evening. Earlier today, September 2, Trustee Ruckel was able to help out at Fall In on the Greeley Campus handing out water bottles with Trustee Wood.

Mike Geile- It was an honor to be at the Early College Ribbon Cutting and it was wonderful to see the networking going on between academia, students, and parents.

Ray Peterson- It has been amazing to listen to all of the things that are going on and to hear all of the staff striving for excellence as the departments shared their reports during this meeting.

Larry Wood- Trustee Wood shared that he is having a lot of fun and very proud to be a Trustee at Aims. To the employees at Aims: Thank you for everything that you do.

Walt Richter- The Bright Futures Program is a national model that will attract a lot of attention from the state and the nation. Trustee Richter recognized Mark Hout, a candidate for the Board of Trustees, for his attendance. Thank you to the folks at the Loveland Campus for hosting the Board this month and for having an informal reception before the meeting.

XI. Executive Session

a. As allowed by C.R.S. 24-6-402 (4)(b) the Board will adjourn into Executive Session to receive legal advice. Those invited to executive session include Dr. Leah L. Bornstein, Stow Witwer, Sandra Owens, and Katelyn McFee.

ON MOTION OF CAROL RUCKEL, THE BOARD UNANIMOUSLY VOTED TO ADJOURN TO EXECUTIVE SESSION AT 4:17 PM.

ON MOTION OF CAROL RUCKEL, THE BOARD ADJOURNED EXECUTIVE SESSION AND RECONVENED REGULAR SESSION AT 5:21 PM.

XII. Adjourn

ON MOTION OF CAROL RUCKEL, THE BOARD UNANIMOUSLY VOTED TO ADJOURN THE MEETING AT 5:22PM.