Aims Community College Board Meeting
Board Meeting Minutes
February 3, 2016
Greeley Campus, Beaty Theater, 2:30 p.m.

Aims District Board Meeting
I. Call to Order
   a. The meeting was called to order at 2:32 p.m. by Board Chair Carol Ruckel. Other Board members present included Lyle Achziger, Mark Hout, Ray Peterson, 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.

IV. Citizen Participation
   a. All parties interested in any District business involving non-agenda items may address the Board at this time. No action will be taken by the Board resulting from individuals addressing the Board during the citizen’s participation, except upon favorable majority vote of the Board.

b. There was no citizens’ participation

V. Consent Agenda
   a. Minutes of the December 9, 2015, District Board Meeting
   b. Minutes of the January 6, 2016, Special Meeting

ON MOTION OF LYLE ACHZIGER, THE BOARD UNANIMOUSLY APPROVED THE CONSENT AGENDA AS PRESENTED.

VI. President’s Report – Dr. Leah L. Bornstein
   a. Legislative Update- Dr. Geri Anderson
      o Colorado Mountain College (CMC) introduced legislation that would allow junior colleges to increase the number of members eligible to be elected to their respective board of trustees. Currently junior colleges are able to have five or seven board members, the new language will increase options of board composition to five, seven, nine, or eleven members. CMC is also proposing a bill that would allow school districts that are not directly adjacent to the current taxing district to join the taxing district. It would also allow the vote of unanimous or consent agenda items to take place via electronic means. This is more of an issue for Colorado Mountain College than Aims Community College due to their vast geographical service area. The bill also proposes striking junior for the local junior college district name in all legislation. It is not anticipated that any four year colleges will have objection to dropping junior from the title.
• The Board will be receiving information weekly about legislation that will be tracked. Currently there are 309 pieces of legislation that have been introduced and 30 have the potential to affect Aims Community College.

• Dr. Anderson explained the format of the bill tracking information.

• March 9th Aims Day will be at the State Capitol at 8 a.m. The Trustees will be introduced on both of the floors, visit with legislators, and sit in on hearings.

b. Administrative Services- Bob Cox, Chief Business Officer

• Annual Administrative Services Report
  1. Bob Cox highlighted a few items from the annual report. The Aims Campus Card is a prepaid card that enables students to receive money directly on their Discover card. E-billing has been a means to save money by sending bills electronically and encouraging electronic payments. The Aims Guest Portal enables students to give their parents access to their student information. Due to PCI (payment card industry) compliance all of the payment systems had to be converted to manage the new cards with chips in them. The budget director is responsible for pulling all of the budget information and getting the information to the state.

Monthly Budget Update
  o Bob reviewed the financial update through December 31, 2015. The College has received $6 million of the $8.8 million of state appropriation. A Trustee requested that the current spending numbers be compared to the budget for the year in future reports.

c. Academic Affairs- Donna Norwood, Provost

• Spring Enrollment Update
  1. Donna reviewed the spring enrollment update. Early College numbers look different than what the College typically sees because the students enroll for the fall and their classes continue through the academic year. Provost Norwood noted that there was a drop of enrollment in Loveland.

• Early College High School, Windsor Charter Academy, and Centennial BOCES Update
  1. Early College Academy has 130 students retained from fall enrollment. Windsor Charter retained 60 students from fall enrollment.

  2. Centennial BOCES is an alternative high school on campus and in Longmont where students have an opportunity to earn a high school diploma. Aims provides the academic services for the students in the program. Centennial BOCES is contractually obligated by the State of Colorado to provide reporting numbers; Aims does not track the student enrollment.

• UNC Bachelor Degree Partnership Update
  1. UNC is partnering with Aims to provide students with an opportunity to earn a Bachelor of Applied Science or a Bachelor of
Applied Technology. The program has been slated to begin Fall of 2016.

d. Student Affairs- Dr. Patricia Matijevic, Dean, Student Services
   o The recruitment team has over 50 individual high school visits scheduled. The financial aid office has numerous financial aid nights at the high schools to assist students in filing for financial aid. The Smart Senses program will be offering a program Tips for Tax Season. FYE started the semester with the greeting project welcoming students to the College for the Spring Semester. Career services office has an online resource career platform to assist students in exploring career options.

e. Human Resources Update- Dee Shultz, Director, Human Resources
   o Human Resources, in conjunction with Mountain States Employers Council, is in the process of updating existing job descriptions, classifications, and functional alignments throughout the College. The objective of the project is to update job description of full-time non-faculty employees. The Department of Labor has proposed changes to the Fair Labor Standards Act. The proposed changes may directly affect the employment status, exempt and non-exempt, for staff and administrators at Aims. The job description update was necessary because the College has not completed a comprehensive update for ten years. A three-year to five-year update cycle will be implemented to avoid an update of this magnitude again.

f. Distinguished Fellow Nomination
   o Dr. Bornstein announced the opening of nominations for the Distinguished Fellow Award. Nomination forms can be accessed on the Aims website. The process for this award will be reviewed over the next year.

g. Comments from the President
   o Thank you to the Board and the College for the outstanding inaugural event.
   o Dr. Bornstein reviewed the schedule of meetings that she attended over the past month.
   o Acknowledgements – Congratulations to Laura DaVinci for passing her citizenship test and being sworn in as a United States citizen. Thank you to John Mangin who stepped in for Trish Rand while Trish was out on medical leave. Congratulations to Dr. Matijevic for receiving the Excellence in Service to Students Award from the National Society of Leadership and Success. Next week Carol Ruckel, Geri Anderson, and Dr. Bornstein will be attending the ACCT National Legislative Summit in Washington, D.C. Conversation Day will be taking place on Friday, February 5th at 8:00 a.m. in Cornerstone.

h. Aims Bag- Katelyn McFee, Board of Trustees Liaison
   Katelyn explained what was included in the Aims bag given to each of the Trustees.

VII. Information Items
a. 50th Anniversary Celebration Dates
o January 24, 1967, Voters Approve Creation of Community College District
o September 27, 1967, First Day of Classes
o The Board directed the College to begin the 50th anniversary on January 24, 2017.

b. June Board of Trustees Meeting
   o The Board meeting for June has been moved to June 8, 2016.

c. Board Retreat Date
   o The Board retreat will take place on June 22 & 23, 2016.

d. Board Calendar
   o February 5, Conversation Day, 8:00 a.m., Cornerstone
   o March 2, Board of Trustees meeting, 2:30 p.m., Fort Lupton Campus
   o March 14-18, Spring Break
   o April 6, Board of Trustees meeting, 2:30 p.m., Beaty Hall Theater 102
   o April 30, Aardvark Fun Run, 9:00 a.m., Physical Education and Recreation Center
   o May 4, Board of Trustees meeting, 2:30 p.m., Windsor Campus
   o Celebration Week
     - May 5, Art Gala/Recital, Ed Beaty Hall Gallery & Loveland,
     - May 6, Graduate Luncheon, 11:30 a.m., Ed Beaty Theater
     - May 6, Fire Science Family Day, Details TBD
     - May 6, NSLS Induction, 7:00 p.m., Cornerstone
     - May 10, FYE “Halfway There” Ceremony, 11:30 a.m., Ed Beaty Theater
     - May 10, President’s Reception, 4:00 p.m., Cornerstone
     - May 11, TRiO/CORE Ceremony, 5:30 p.m., Cornerstone
     - May 12, Fire Academy Ceremony, 4:30 p.m., Windsor
     - May 13, Honors Ceremony, 10:30 a.m., Cornerstone
     - May 13, Nurse Pinning, 1:30 p.m., Cornerstone
     - May 13, Commencement, 5:00 p.m., Budweiser Event Center
     - May 14, Police Academy Graduation Celebration, 6:00 p.m., Cornerstone
   o May 30, Memorial Day Holiday, College Closed
   o October 16-18, 2017 HLC Site Visit for Comprehensive Quality Review

e. Academic Calendar 2016-2017

f. New Hires
   o Sheila Buckels, Staff Associate, Non-Exempt, New Position, Provost
   o Edward “Skip” Diekman, Irrigation Specialist, Non-Exempt, New Position, Facilities and Operations
   o Lorraine Maloof, Instructor, Biological Science, Faculty, Replacement Position, Natural Sciences

g. Leaving Employ of the College
   o Randee Morris, Program Coordinator I, Student Leadership and Development
   o Marsha Harmon, Coordinator III, Academic Pathways
VIII. Action Items
   a. There were no action items.

IX. Comments from Board Representatives
   a. Aims Faculty Association (AFA Board Representatives, Ellen Sweeter and Rebecca Sailor)
      o Ellen Sweeter reported that Kendra Griffin was awarded the full-time Faculty of the Year Award and Jared Merk was awarded the part-time Faculty of the Year award. Ellen went on to highlight a few of the faculty accomplishments included in the Board packet.

   b. Aims Staff Association (ASA Board Representatives, Rebecca Espinoza and Anna Sanchez)
      o The Aims Staff Association is currently in the planning process for the staff appreciation luncheon. There will be a fundraiser at Café Mexicali on February 17th and all of the proceeds will help with scholarships for staff members who have children attending College for Kids

   c. Associated Students of Aims Community College (ASACC President, Tammy Ortiz)
      o ASACC is currently planning events for the semester. The first semester of the Dollar Bus Pass program has been very successful. Over 100 bus passes have been purchased by students. The program is in a single semester trial period. Phi Theta Kappa submitted their annual Honors in Action and College Project National Research Initiatives for review.

X. Comments from Board Members
   a. Lyle Achziger- Trustee Achziger commented that Inauguration was a great event.
   b. Ray Peterson- Trustee Peterson was also impressed with Inauguration and the mix of attendees; community members, faculty, staff, and students
   c. Mark Hout- Trustee Hout extended his compliments on the Inaugural event.
   d. Larry Wood- Trustee Wood expressed that he enjoyed the new agenda for Board meetings which included more people speaking. He also enjoyed seeing everyone in their Aims name tags.
   e. Carol Ruckel- Trustee Ruckel was delighted that Arty the Aardvark was at Inauguration. February is National Career and Technical Education month. Sonya PauKune has an art show in Denver which is the product of her sabbatical.

XI. Adjourn
ON MOTION OF LARRY WOOD, THE BOARD ADJOURNED THE MEETING AT 4:25PM.

XII. Future Agenda Items
   a. Policy 4-701 Faculty Load Guidelines- Referred to consultation for review during 2015-2016