Aims Community College Board Meeting  
Board Meeting Minutes  
June 8, 2016  
Beaty Hall Theater, 2:30 p.m.

Aims District Board Meeting

I. Call to Order-
   a. The meeting was called to order at 2:29 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 APPROVED THE AGENDA AS PRESENTED.

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 Citizens Participation, except upon favorable majority vote of the Board.
   b. There was no citizens’ participation

V. Consent Agenda
   a. Minutes of the May 4, 2016 District Board Meeting
   b. Renewal of Probationary Faculty and Non-Tenure / Non-Due Process Faculty for 2016-2017
   c. Continuing Employment for Non-Probationary Faculty for 2016-2017

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

VI. President’s Report – Dr. Leah L. Bornstein
   a. Legislative Session – End Report- Dr. Geri Anderson
      o There is a possibility that the general session will go into special session. Aims was involved with many of the aspects of the general session, including providing testimony as well as supporting bills that were signed. Higher education funding was flat and did not see a cut during this session. Senator Cooke was the prime sponsor for both of Aims’ bill.
   b. Administrative Services- Bob Cox, Chief Business Officer
      o West field irrigation replacement project has been completed.
      o The north campus project is on schedule.
      o Custodial services will be moved to the day time rather than the night time.
      o The Foundation will be transitioning to College and Community Relations.
      o The Foundation will be holding their retreat tomorrow to prepare for the coming year.
      o Budget Update
Bob reviewed the budget update that was included in the Board packet.

c. Academic Affairs- Donna Norwood, Provost
   - Enrollment Update
     - Donna reviewed the enrollment summary for summer and fall 2016 included in the Board packet. Loveland is seeing an increase in summer but a decrease in fall enrollment. Fort Lupton is seeing a decrease in the summer and an increase in the fall enrollment.

d. Student Services- Dr. Patricia Matijevic, Dean, Student Services
   - Classes started last week. Recruitment staff have been going out to the local libraries to recruit students, as the high schools are all closed during the summer. Bright Futures applications are being monitored as students obtain a qualified status. The ASACC students will be attending trainings and retreats during the summer. Student clubs must participate in at least one community service or volunteer type event. The Aims chapter of NSLS has grown to 455 student members.

e. Marketing and Advertising Report Oct 2015 – April 2016- Laura Coale, Chief College & Community Relations
   - Laura Coale reviewed the marketing and advertising that has been circulated from October 2015 to present, including circulation of advertising and social media potential reaches. There is a program being used that pulls all of the articles that Aims has been mentioned in as well as paid advertising. The program is able to break down the information into specific demographics.
   - There are direct mailings that take place for some specific concepts. There were bulk mailings that went out to high school seniors.

f. Community Survey Presentation- Lee Ann Sappington, Associate Dean IE&A
   - Lee Ann Sappington presented about the community survey. Over 8,000 people looked at the survey and only 560 people completed the survey. The survey was administered through many methods including electronically and a physical mailing. There were 70,000 post cards sent in the mail and 103 responses were received back from the post cards. Facebook proved to be the best administrative method and yielded the most responses.
   - The majority of people who were coming to Aims were coming for a degree. The next largest group was to come for personal enjoyment and the third largest group was coming to transfer to a four-year institution. The College course offerings are relatively close to what the community wants. The community did want more night classes to enable students to work full time while going to school. The barriers for higher education were financial limitations and time constraints.
   - There was a question about how they had heard about Aims. About 70% of respondents said that they had attended or they knew someone who had attended classes. The majority of respondents felt that Aims was meeting their needs and the needs of the community.

g. Comments from the President
   - Dr. Bornstein reviewed the President’s comments included in the information packet.
   - Dr. Bornstein extended many thanks and kudos to everyone who played a part in making this year’s Celebration Week so memorable. Everything went very
well, from the special year-end events to the President’s Reception to Commencement activities and everything in between. In particular, we would like to acknowledge the outstanding efforts by the following teams: Commencement Planning Team, Student Leadership & Development, Facilities & Operations, Comm. Media, President’s Reception Planning Team, and College & Community Relations. We could not do it without each and every one of you—thank you for your commitment to Aims, to your colleagues, to our students, and the communities we serve. You are amazing!

h. Excellence at Aims!!! - Hazard Vulnerability Assessment- Anthony Bradley, Campus Safety, Behavior, and Title IX Compliance
   - Tony Bradley discussed the Hazard Vulnerability Assessment (HVA) that Aims is now using. The HVA is done three times a year to account for seasonal hazards. There are three components used to assess risk; probability, severity, and preparedness. Potential hazards are broken up into hazard type groups. A numerical value is assigned for the probability of occurrence and severity of impact. Risk equals the probability of occurrence times the severity of impact. The overall risk at Aims is 14.4% for all events. This information is used in the security plan as well as emergency action plans for specific events. This process was presented to a webinar series for college and university disaster planning.

VII. Information Items
a. Board Calendar
   - June 22 & 23, Board Retreat, 8:30 a.m., Greeley Country Club
   - June 23, Loveland College Carnival, 4:00 p.m. to 7:30 p.m.
   - June 27, Ground Breaking for the New Trades and Industry Building, 10:00 a.m., at old Trades and Industry Building
   - July 4, Independence Day, College Closed
   - July 16, Aims Car Show, 9 a.m. to 2 p.m., Windsor Automotive and Technology Center
   - August 2-6, High Plains Chautauqua, Under the Big Tent, Aims Greeley Campus
   - August 3, Last Day of Summer Semester
   - August 5, 4-Day Work Weeks End
   - August 10, Board of Trustees Meeting, 2:30 p.m., Windsor Campus
   - August 22, First Day of Fall Semester
   - August 24, Fall-In, Greeley Campus
   - August 30, Fall-In, Fort Lupton Campus
   - September 1, Fall-In, Loveland Campus
   - September 7, Board of Trustees Meeting, 2:30 p.m., Greeley Campus
   - September 8, Fall-In, Windsor Campus
   - October 5-8, 2016, ACCT Leadership Congress, New Orleans
   - October 12, Board of Trustees Meeting, 2:30 p.m., Loveland Campus
   - October 16-18, 2017 HLC Site Visit for Comprehensive Quality Review

b. Correspondence
   - There were three thank you letters from individuals that had great experiences with Aims that Chair Carol Ruckel read at the Board meeting.
c. New Hires
   - Kristie Weeks, Enrollment Advisor, Replacement Position, Exempt, Admissions, Registration & Recruitment
   - Shayna Howell, Program Coordinator II, Replacement Position, Exempt, Adult Basic Education
   - Lester Mullins, Building Maintenance Technician, Replacement Position, Non-Exempt, Facilities and Operations
   - Joel Orozco-Almedia, Coordinator Training, Replacement Position, Non-Exempt, Student Leadership and Development
   - Kara Odell, Controller, Exempt, Replacement Position, Financial Services
   - Lucretia Krause, Coordinator Instructional Lab/Learning Resources, Non-Exempt, Replacement Position, Natural Sciences

d. Leaving Employ of the College
   - Andrew Moore, Programmer Analyst, Information Resource Management
   - Robert Small, Advisor, F.A., Financial Aid
   - Melanie Rocha, Program Coordinator II, FYE
   - Darcie Moseley, Program Director II, Extended Studies
   - Stephen Oglesby, Assistant Com-network Server Arch., Information Resource Management
   - Jeanette Fraser, Instructor, Nursing, Division II
   - Kimberly Huerta, Student Services Specialist, Division III
   - Lorraine Maloof, Instructor, Biological Science, Division III
   - Jessie Lopez, Lead Learning Resource Tech,

VIII. Action Items
   a. FY 2016-17 Budget, final approval- Bob Cox, CBO
      - Bob Cox presented the FY 16-17 budget for the final reading
      ON MOTION OF RAY PETERSON, THE BOARD UNANIMOUSLY APPROVED THE FY 16-17 BUDGET ON SECOND AND FINAL READING.
   b. Appropriations Resolution- Bob Cox, CBO
      ON MOTION OF LYLE ACHZIGER, THE BOARD UNANIMOUSLY APPROVED THE APPROPRIATIONS RESOLUTION.
   c. Emeritus Status for Larry Bauman- Bob Cox, CBO
      Bob recommended Larry Bauman for Emeritus status.
      ON MOTION OF LARRY WOOD, THE BOARD UNANIMOUSLY APPROVED TO CONFER EMERITUS STATUS ON LARRY BAUMAN.
   d. Emeritus Status for Maxine Christenson- Jeff Smith, Dean Division I
      Jeff Smith recommended Maxine Christenson for Emeritus status.
      ON MOTION OF RAY PETERSON, THE BOARD UNANIMOUSLY APPROVED TO CONFER EMERITUS STATUS ON MAXINE CHRISTENSON.
   e. Emeritus Status for Lori Ford- Jeff Smith, Dean Division I
      Jeff Smith recommended Lori Ford for Emeritus Status.
      ON MOTION OF MARK HOUT, THE BOARD UNANIMOUSLY APPROVED TO CONFER EMERITUS STATUS ON LORI FORD.
   f. Emeritus Status for Holly Hartwick- Jeff Smith, Dean Division I
Jeff Smith recommended Holly Hartwick for Emeritus status.

ON MOTION OF LYLE ACHZIGER, THE BOARD UNANIMOUSLY APPROVED TO CONFER EMERITUS STATUS ON HOLLY HARTWICK.

g. Emeritus Status for Ralph Tarnasky- Jeff Smith, Dean Division I
   Jeff Smith recommended Ralph Tarnasky for Emeritus status.

ON MOTION OF RAY PETERSON, THE BOARD UNANIMOUSLY APPROVED TO CONFER EMERITUS STATUS ON RALPH TARNASKY.

IX. Comments from Board Reps
   a. Aims Staff Association (ASA Board Reps, Rebecca Espinoza)
      o Rebecca Espinoza reviewed events that the Aims Staff Association held throughout the year.

X. Comments from Board Members
   a. Lyle Achziger- Appreciated being a part of awarding emeritus status to so many individuals this year.
   b. Ray Peterson- Appreciated the commencement and other celebration week activities celebrating the students that have completed programs
   c. Larry Wood- Surprised with the hazard assessment and the fantastic work that the Safety and Security Team has put together.
   d. Carol Ruckel- Personal thank you to Aileen Ehn for establishing the Agriculture program in Fort Lupton and for the success of the program. Thank you to facilities for their quick response to the storm that hit the Fort Lupton campus.

XI. Executive Session – Sandra Owens, Esq.
   a. As allowed by CRS 24-6-402 (4)(f), the Board will adjourn into Executive Session to discuss personnel matters.

CHAIR RUCKEL ADJOURNED THE BOARD INTO EXECUTIVE SESSION AT 4:30 PM, AS ALLOWED BY C.R.S. 24-6-402 (4)(f) TO DISCUSS PERSONNEL MATTERS. THOSE INVITED TO ATTEND INCLUDE DR. LEAH L. BORNSTEIN, SANDRA OWENS, AND KATELYN MCFEE.

ON MOTION OF LYLE ACHZIGER, THE BOARD ADJOURNED EXECUTIVE SESSION AND RECONVENED REGULAR SESSION AT 5:12PM.

XII. Adjourn

ON MOTION OF RAY PETERSON, THE BOARD ADJOURNED THE MEETING AT 5:13PM.