Aims District Board Meeting

I. Call to Order
   a. The meeting was called to order at 2:31 p.m. by Board Chair Carol Ruckel. Other Board members present were Trustee Lyle Achziger, Trustee Mark Hout, Trustee Ray Peterson, and Trustee Larry Wood. College CEO/President Dr. Leah L. Bornstein and Board Liaison Carrie Schaefer-Randolph also attended.

II. Pledge of Allegiance

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

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

IV. Public Comment
   a. All parties interested in specific agenda topics or District operations may address the Board at this time. No action will be taken by the Board resulting from individuals addressing the Board during Public Comment, except upon favorable majority vote of the Board.
      o There was no public comment.

V. Consent Agenda
   a. Minutes of the October 4, 2017 District Board Meeting
   b. Policy 17 Insurance and Indemnification
   c. Policy 19 Board Powers, Duties, and Responsibilities
   d. Policy 20 Individual Trustee Authority
   e. Policy 21 Political Activity
   f. Policy 22 and Procedures 22-01, 22-02 Policy and Procedure Adoption
   g. Policy 72 College CEO/President Evaluation and Contract Review
   h. Policy 73 Accreditation
   i. Policy 74 Shared Governance
   j. Policy 75 Strategic Planning

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

VI. Board Representative Reports
   a. Aims Faculty Association (AFA Board Representative, Sonya PauKune)
      o Sonya PauKune shared faculty accomplishments, honors and upcoming events.
b. Aims Staff Association (ASA Board Representative, Eileen McGaughey)
   o Eileen McGaughey shared staff accomplishments, honors, and upcoming events.

c. Associated Students of Aims Community College (ASACC Board Representative, Cody Gamet)
   o Cody Gamet shared student accomplishments, honors, and upcoming events.

VII. CEO/President’s Report – Dr. Bornstein
a. Academic Affairs - Dr. Deb Kish, Vice President for Academic Affairs
   o HLC Update:
     ▪ Dr. Kish thanked all for their participation in the Higher Learning Commission (HLC) accreditation site visit.
     ▪ She explained the accreditation pathways:
       1. AQIP (Academic Quality Improvement Program) – 8 year cycle; labor intensive
       2. Open – 10 year cycle; uses strategic planning
       3. Standard – similar to Open but includes one additional visit
     ▪ The HLC initial site visit report is expected in about six weeks (mid-December).
     ▪ Aims will respond to the initial report and then HLC’s final accreditation letter will include whether or not Aims has the choice of selecting a pathway.
     ▪ The Board will be given 30 to 60 days to respond to the HLC final letter.
     ▪ Faculty and staff recommend the Open Pathway if given the opportunity to choose.

   o Academic Affairs Report:
     ▪ Aims co-hosted the 52nd Annual Two-Year English Southwest Region Conference with Colorado Mountain College.
     ▪ Workforce Development participated in Weld Works Labor Team.
     ▪ Ag and Industrial Technology departments are collaborating for cross-training students in engineering and experience design.

b. Administrative Services – Chuck Jensen, Vice President for Administrative Services
   o Budget report:
     ▪ For period ending September 30, 2017.
       1. The budget is stable; revenue is on track and no concern on expenditures.
     ▪ Mr. Jensen introduced the Financial Services and Financial Aid teams and recognized their hard work during the external audit.
     ▪ Marcie Ardan and Chris Telli from BKD, LLC (external auditing firm) were introduced and presented the audit report for year ending June 30, 2017.
       1. Aims has a strong net position and received a clean (unmodified) audit.
Highlights from Administrative Services:
- Mr. Jensen congratulated the Information Technology team for being one of the first in the nation to implement a major upgrade to the Banner software.

c. College & Community Relations Report - Dr. Geri Anderson, Vice President for College & Community Relations
- Dr. Anderson summarized the 50th Anniversary events and thanked the CCR team for all their hard work.
- She announced major sponsors for the “Beat Goes On” Gala, including 1st National Bank and UNI Designs.
  - Presales are at $31,000 with 75 auction items donated.
- Enrollment is up 31% of new students including Concurrent students who matriculated to Aims.
- CCR collaborated with Student Affairs to reach out to each student who withdrew this fall to determine the reason and provide possible assistance to return.

d. Student Affairs Report - Dr. Sarah Wyscaver, Interim Vice President for Student Affairs
- Student Affairs Annual Report:
  - Announced new division name - Student Engagement, Inclusion and Success (SEIS)
  - Dr. Wyscaver shared that SEIS provides assistance through CARE (Coordinated Assistance and Resource Education), counseling, and advising.
  - Annual report
    1. SEIS team members were recognized for their work and passion for students.
    2. Dr. Wyscaver presented highlights of each department:
      i. Admissions, Registration, and Records
         1. Noted increase in certificates and degrees awarded.
      ii. Dean of Students’
         1. Developed access to CARE online.
      iii. Impact Programs
         1. Persistence rates have increased.
      iv. Student Leadership and Development
         1. Working with Greeley Transit for student bus passes.
      v. Student Success Center
         1. Developed online academic advisor training.
      vi. Financial Aid
         1. Development FAFSA training session for students.

e. Human Resources and Safety/Clery Annual Report – Dee Shultz, Executive Director, Human Resources:
- Ms. Shultz presented the annual Human Resources Report:
  - Accomplishments included:
    1. Completion of four business process reviews.
    2. Coordinated a Health Fair for all employees.
    3. Updated continuity plans.
4. Developed talent management and retention activities.
   - Initiatives for next year included:
     1. Compensation study.
     2. Onboarding new employee process.
   - John Fults, Director of Campus Safety gave a report on the Clery Act and VAWA (Violence Against Women Act)
     • Mr. Fults reviewed the 2017 crime statistics from all campuses.
     • Report is made available to public.
     • He summarized that Aims’ campuses are safe.
     • Brad Yoder and the IT team were thanked for their assistance with surveillance cameras.

f. Comments from the CEO/President
   - Sabbatical Report – Sue Ehrfurth, Professor, Business Technology:
     • Professor Ehrfurth thanked the Board for the sabbatical opportunity and shared her work on creating “how-to” instructional videos that are ADA compliant for Aims software courses.
   - CEO/President’s Report:
     • Dr. Bornstein reviewed meetings of note including those with mayors of Loveland, Windsor, and Greeley. Meeting with Fort Lupton mayor is pending.
     • Congratulated Lan Nguyen who was selected as the 2017 Phi Theta Kappa Global Leaders of Promise Scholar.
     • Reviewed upcoming travel including the CQIN (Continuous Quality Improvement Network) Executive Team Meeting and AACC (American Association of Community Colleges) Fall Board & Commission Meeting.
       1. Dr. Kish will be president’s coverage.
     • Supervisors introduced new employees.
     • The September Ripples in Recognition nominees were congratulated.

    g. Excellence at Aims!!!
   - “Collaborative Practices and the Redesigned Aims Writing Center” – Jennifer Ridgeway, Assistant Professor of English, Writing Center Faculty Coordinator
     • Dr. Kish introduced Jennifer Ridgeway who shared the collaborative work between the Learning Commons and the English Department.
       1. Offers writing support for students including tutoring, writers’ community and OWL (Online Writing Lab).
     • Program is certified through CRLA (College Reading & Learning Association).

VIII. Information Items
   a. Correspondence:
      • Chair Ruckel shared notes from:
        ▪ The Bueno Camp Program
        ▪ Chuck McAllister, HLC Visitation Team

   b. Board Calendar:
      • November 17 – Aims Policy-Makers Breakfast
      • December 9 – Fire Academy Graduation
December 13 - next Board meeting
Chair Ruckel asked Board members to think about topics for a possible retreat in January.

IX. Action Items

- There were no action items.

X. Comments from Board Members:

**Lyle Achziger** – Great meeting, appreciates the new programs and that employees are meeting challenges; thanked everyone for all they do. Likes the Plus Delta review at end of meetings, it keeps the Board’s purpose at the forefront.

**Mark Hout** – Thanked everyone for the work on the HLC visit. Expressed that the Board will miss Trustee Wood and his contributions. Expressed that the blending of programs and caring from staff truly helps students.

**Larry Wood** – Appreciates the excellent audit and congratulated the team on a fantastic job. He reminisced about the difference from when he joined the Board eight years ago and now. He appreciates the state of the budget and being able to do things beneficial for the District.

**Ray Peterson** – Shared his experience at a doctor’s office. Staff, the doctor and his wife had all attended Aims and shared their incredible experiences here. “Aims is a jewel in the community.”

**Carol Ruckel** – Expressed her thanks to all who participated in the HLC visit and especially to Bryanne Ostoyich for the trainings she provided. She also thanked the community members who attended the HLC community session. She appreciates the sponsored programs on controversial topics.

**Assessment of Board Meeting/Plus Delta**

a. What worked? What didn’t work?
b. Did we focus on oversight? Strategy? Challenges?
c. Did we receive the information we needed to have an effective conversation?
d. Did everyone have an opportunity to speak?

**CHAIR RUCKEL ADJOURNED THE MEETING AT 5:05 P.M.**

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Larry Wood, Secretary     Date