Aims Community College Board Meeting
Minutes
December 13, 2017
Greeley Campus, Ed Beaty Theater, 2:30 p.m.

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, and Trustee Ray
 Peterson. Out-going Trustee Larry Wood and newly elected Trustee Gene O’Hara
 attended. 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 RAY PETERSON, 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 November 1, 2017 District Board Meeting

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

VI. Board Representative Reports
 a. Aims Faculty Association (AFA Board Representative, Kendra Griffin)
   o Kendra Griffin shared faculty accomplishments, honors and upcoming
     events.
     ▪ Announced Faculty of the Year – Denise Pearson
     ▪ Announced Part-Time Faculty of the Year – Margaret (Marge)
       Lambeth
 b. Aims Staff Association (ASA Board Representative, Amy Stinar)
   o Amy Stinar 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 Enrollment is up almost 8%.
   o FTE is up 8.5%.
   o Dr. Kish invited the Board to the arrival of the three newly leased airplanes on Saturday, December 16, 1:00 p.m., Greeley-Weld County Airport.
   o She explained that the assessment of programs is necessary to be sure they are still relevant. The Board will see several action items on the agenda to sunset certain certificates/programs.
   o Dr. Kish explained the lab fees for 2018-2019.
      ▪ These are assessed annually to be sure fees are relevant to expenses.

b. Administrative Services – Chuck Jensen, Vice President for Administrative Services
   o Budget update:
      ▪ Budget is currently on track.
         1. He will present the six-month actuals at the February meeting.
   o Administrative Services Annual Report:
      ▪ Mr. Jensen gave highlights of each department in Administrative Services. He is proud of the high degree of service they offer.
         1. Budget Office
         2. Purchasing
         3. Financial Services
            i. Received an unmodified audit for Fiscal Year 2017 by external auditors.
         4. Information Technology
         5. Facilities & Operations
            ▪ Facilities & Operations and the Purchasing Department have moved into their new facilities.
               1. An open house is being planned for late January.
               2. Discussed decommissioning the old sites (farm houses).
                  i. The Board has an interest in the farm houses and their future.
                  ii. Analysis and discussion will continue.
            ▪ Mr. Jensen discussed Aims’ mineral rights.
               1. Outside oil companies have offered to purchase these rights.
                  i. He will look to the Board for guidance in this decision.
                     1. Trustee Wood, Trustee Achziger, and Trustee Peterson shared that they do not feel Aims should pursue selling the mineral rights.
               2. The wells on the north end of the Greeley campus are being plugged.
                  i. The oil company will return the land to its natural state, and Aims will purchase the land back as was agreed in the original contract.
c. College & Community Relations Report - Dr. Geri Anderson, Vice President for College & Community Relations
   o Dr. Anderson gave a report on employee community involvement:
     ▪ Goal is to include the community, students, and employees.
       1. Outside organizations partner with employees in identifying and assessing the needs of both the community and the College.
          i. These include educational, cultural, health, business, professional, youth, service club, housing, and legislative organizations.
   o She reviewed the 50th Anniversary events:
     ▪ A total of 55 events in 24 communities were held.
     ▪ 260,000 community members participated.
     ▪ Dr. Anderson acknowledged all those who worked on these events.
   o Dr. Anderson gave an update on the Alumni Association:
     ▪ Alumni Coordinator Hayley Hull has identified 12,000 alumni member contacts and will begin hosting meetings in the spring.
   o Dr. Anderson announced her retirement.

d. Student Engagement, Inclusion, and Success (SEIS) Report - Dr. Sarah Wyscaver, Vice President for SEIS
   o Shared how SEIS is working to support student development through orientations, relationship building, advising, registration assistance, and celebrations.
   o Dr. Wyscaver shared their operational exploration and consideration of retention.
     ▪ National research shows that food insecurity is a major issue for two-year college students. Student surveys reveal that 35% have food insecurity, and the result is that they are not likely to persist with their education.
     ▪ In partnership with Student Leadership and Development, SEIS is exploring a model student food pantry (Arty’s Food Pantry).
       1. Will be 100% donation funded.
       2. Will pilot this spring and summer on the Greeley Campus.
       3. Will study the impact this has on retention.

e. CEO/President’s Report:
   o Dr. Bornstein reviewed her meetings of note.
   o Supervisors introduced new employees.
   o The October Ripples in Recognition nominees were congratulated.

f. Excellence at Aims!!!
     ▪ Ms. Chase and Ms. Richardson shared details of the program and a video highlighting these student leaders.
       1. The program began in 2009 as a means to alleviate advising wait times.
       2. The program trains student leaders to help humanize the advising process and builds a community among students.
       3. Ms. Chase and Ms. Richardson introduced and thanked the Ambassadors in attendance.
VIII. Information Items
   a. Correspondence:
      o There was no correspondence.
   b. Board Calendar:
      o Chair Ruckel reviewed upcoming events:
         ▪ New aircraft fleet arrival at 1:00 p.m. on December 16.
         ▪ College will be closed for winter break from December 22 through
           January 1.
      o The Board was reminded to file a conflict of interest report with the Secretary of
        State if applicable.
      o The Board decided to have their January retreat on January 24.
         ▪ Topics were suggested and will be finalized with the Chair.

IX. Recognition of Outgoing Board Member, Trustee Larry Wood, District D – Chair Ruckel
   a. Each Board member expressed appreciation for Trustee Wood’s service over the past
      eight years.
   b. Chair Ruckel presented a plaque to Trustee Wood, and he shared his appreciation of
      being able to serve on the Board.

X. Swearing in of Newly-Elected Board Members, Carrie Schaefer-Randolph, Board Liaison
   a. Gene O’Hara, District D, and Ray Peterson, District C, were sworn in for their four-year
      terms on the Board.

XI. Action Items
   a. Certification of Property Tax Valuation, Chuck Jensen, Vice President for Administrative
      Services

      ON THE MOTION OF RAY PETERSON, THE BOARD VOTED UNANIMOUSLY TO
      CERTIFY THE MILL LEVY FOR FISCAL YEAR 2019 AS PRESENTED.

   b. Sabbatical Request, Dr. Leah L. Bornstein, CEO/President
      o Kendra Griffin shared her proposed sabbatical topic - creative writing.

      ON THE MOTION OF MARK HOUT, THE BOARD UNANIMOUSLY APPROVED THE
      SABBATICAL REQUEST FOR KENDRA GRIFFIN.

   c. Election of Officers, Chair Carol Ruckel
      o President (Chair)
      o Lyle Achziger nominated Ray Peterson to serve as Board Chair for a two-year
        term. No other nominations were received.

      CHAIR RUCKEL DECLARED NOMINATIONS CLOSED. AS THE SINGLE NOMINEE, THE
      BOARD UNANIMOUSLY ELECTED RAY PETERSON TO THE POSITION OF BOARD
      CHAIR.
o Secretary
  o Ray Peterson nominated Lyle Achziger to serve as Board Secretary for a two-year term. No other nominations were received.

CHAIR RUCKEL DECLARED NOMINATIONS CLOSED. AS THE SINGLE NOMINEE, THE BOARD UNANIMOUSLY ELECTED LYLE ACHZIGER TO THE POSITION OF BOARD SECRETARY.

o Treasurer
  o Ray Peterson nominated Mark Hout to serve as Board Treasurer for a two-year term. No other nominations were received.

CHAIR RUCKEL DECLARED NOMINATIONS CLOSED. AS THE SINGLE NOMINEE, THE BOARD UNANIMOUSLY ELECTED MARK HOUT TO THE POSITION OF BOARD TREASURER.

d. Selection of Foundation Board Liaison, Chair Carol Ruckel
  o Carol Ruckel asked Gene O’Hara to serve as Foundation Board Liaison.

GENE O’HARA AGREED TO SERVE AS THE FOUNDATION BOARD LIAISON.

e. Board 2018 Meeting Dates/Times, Carrie Schaefer-Randolph, Board Liaison
  o Ms. Schaefer-Randolph reviewed the proposed 2018 Board meeting dates, including meetings to be held on the Fort Lupton, Loveland, and Windsor campuses.
  o Chair Ruckel suggested including a meeting at the Greeley-Weld County Airport.
    ▪ This possibility will be explored.

ON THE MOTION OF LYLE ACHZIGER, THE BOARD UNANIMOUSLY APPROVED THE 2018 MEETING DATES AS PRESENTED.

f. Add Basic Wildland Certificate, Dr. Deb Kish, Vice President for Academic Affairs
  o Dr. Deb Kish explained the rationale for adding the Basic Wildland Certificate.

ON THE MOTION OF GENE O’HARA, THE BOARD UNANIMOUSLY APPROVED THE ADDITION OF THE BASIC WILDLAND CERTIFICATE.

g. Sunset three (3) Business Technology Medical Programs, Dr. Deb Kish, Vice President for Academic Affairs
  o Dr. Deb Kish explained the rationale for sunsetting 3 Business Technology Medical Programs.
  o Discussion ensued. Dr. Kish explained that Aims will “teach out” current students. The program is moving to consolidate the requirements for medical front and back office duties on the recommendation of the advisory committee and market trends.

ON THE MOTION OF MARK HOUT, THE BOARD UNANIMOUSLY VOTED TO SUNSET THE THREE (3) BUSINESS TECHNOLOGY MEDICAL PROGRAMS.
h. Sunset 3 Fire Science Certificates, Dr. Deb Kish, Vice President for Academic Affairs
   o Dr. Deb Kish explained the rationale for sunsetting 3 Fire Science Certificates.

ON THE MOTION OF RAY PETERSON, THE BOARD UNANIMOUSLY VOTED TO SUNSET THE THREE (3) FIRE SCIENCE CERTIFICATES.

i. Sunset EMS EMT-EKG Technician Certificate, Dr. Deb Kish, Vice President for Academic Affairs
   o Dr. Deb Kish explained the rationale for sunsetting the EMS EMT-EKG Technician Certificate.

ON THE MOTION OF LYLE ACHZIGER, THE BOARD UNANIMOUSLY VOTED TO SUNSET THE EMS EMT-EKG TECHNICIAN CERTIFICATE.

j. Sunset ESL for Paraprofessionals Certificate, Dr. Deb Kish, Vice President for Academic Affairs
   o Dr. Deb Kish explained the rationale for sunsetting the ESL for Paraprofessionals Certificate.

TRUSTEE O’HARA MADE THE MOTION TO SUNSET THE ESL FOR PARAPROFESSIONALS CERTIFICATE.

   o Discussion ensued about the need for an ESL certificate for paraprofessionals. Dr. Kish explained that Aims still offers an ESL program. This certificate was grant funded and the grant has now expired. Trustee Peterson requested further information on how paraprofessionals can be certified in ESL and the current need for this certification. Dr. Kish and Dean Abernathy will research.

RAY PETERSON MOVED TO AMEND THE MOTION TO TABLE THIS ACTION ITEM. THE AMENDMENT PASSED WITH A VOTE OF 3-2.

k. Sunset Event Management Certificate, Dr. Deb Kish, Vice President for Academic Affairs
   o Dr. Deb Kish explained the rationale for sunsetting the Event Management Certificate.
   o Discussion ensued and Dr. Kish explain that Aims will “teach out” current students. The recommendation is based on market demands.

ON THE MOTION OF LYLE ACHZIGER, THE BOARD UNANIMOUSLY VOTED TO SUNSET THE EVENT MANAGEMENT CERTIFICATE.

l. Higher Learning Commission (HLC) Accreditation Model – Dr. Leah L. Bornstein, CEO/President
   o Dr. Bornstein explained that this action will allow the institution to respond quickly if given the opportunity to change accreditation models by the HLC.

ON THE MOTION OF RAY PETERSON, THE BOARD UNANIMOUSLY VOTED ON THE HLC OPEN PATHWAYS MODEL.
XII. Comments from the Board Members

Ray Peterson – is amazed at all the things Aims does to help students achieve their goals. Expressed his enjoyment of the Fire Academy graduation.

Mark Hout – expressed all the things he is grateful for: Dr. Anderson and the CCR staff; that this institution cares; that Aims is looking at a food bank and the possibility of helping solve the problem of hunger; the Board and Dr. Bornstein.

Lyle Achziger – shared that it is an honor to be here. He reminded everyone of the value Aims is to the community. He is proud of the support staff, and the 50th Anniversary celebrations. He reminisced about the first class at Aims at the fifth avenue location. He also thanked Carol Ruckel for serving as Chair.

Gene O’Hara – expressed it is an honor to contribute to Aims. He is passionate about the value of education here and looks forward to being a part of our future.

Carol Ruckel – is impressed with offerings outside of the classroom. She appreciates controversial issues that foster open discussions. She also appreciates our sense of family.

XIII. 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 CAROL RUCKEL ADJOURNED THE MEETING AT 5:00 P.M.