Aims Community College Board Meeting
Minutes
April 4, 2018
Greeley Campus, Facilities and Operations Building, 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 Chair Ray Peterson. Other Board members present were Trustee Mark Hout, Trustee Carol Ruckel, and Trustee Gene O’Hara. Trustee Lyle Achziger was excused; however, he participated in the Executive Session and Regular Session Action Items by conference phone. College CEO/President Dr. Leah L. Bornstein and Executive Assistant to the President Ann Grotness also attended.

II. Pledge of Allegiance

III. Approval of Agenda
   a. There were no additions/deletions to the agenda.

ON MOTION OF CAROL RUCKEL, 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. At the discretion of the Board Chair, the time limit for individual speakers will be three (3) minutes per item; and, the time limit for each item will not exceed ten (10) minutes. Speakers cannot yield their time to other speakers
   i. There was no public comment.

V. Consent Agenda
   a. Minutes of the March 7, 2018 District Board Meeting
   b. Policy 11 Trustee Elections and Trustee District Boundaries
   c. Procedure 11-01 Trustee Elections
   d. Repeal of outdated Board Policies and Procedures
      i. 0-100 Legal Organization
      ii. 0-200 Board Composition
      iii. 0-300 Board Powers
      iv. 0-400 Individual Trustee Authority
      v. 0-500 Trustee Vacancies
      vi. 0-600 Board Officer Responsibilities
      vii. 0-650 Conflict of Interest for Trustees
      viii. 0-700 Board Meetings
      ix. 0-800 Policy Adoption and Amendment
      x. 0-900 Board Bylaws
e. Continuing Employment for Non-Probationary Faculty for 2018-2019
f. Renewal of Probationary Faculty and Non-Tenure/Non-Due Process Faculty for 2018-19

ON MOTION OF MARK HOUT, THE BOARD UNANIMOUSLY APPROVED THE CONSENT AGENDA AS PRESENTED.

VI. Board Representative Reports

a. Aims Faculty Association (AFA Board Representative, Sonya PauKune)
   - Sonya PauKune shared faculty accomplishments, honors, and upcoming events.

b. Aims Staff Association (ASA Board Representative, Eileen McGaughey)
   - Eileen McGaughey shared staff accomplishments, honors, and upcoming events.

c. Associated Students of Aims Community College (ASACC Board Representative, Cody Gamet)
   - 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
   - Dr. Kish announced that the Higher Learning Commission (HLC) voted in favor of reaffirming Aims Community College’s accreditation for 10 years—the maximum amount of time allowed. The Comprehensive Quality Review site visit on October 16-17, 2017 was a collegewide success due to the efforts and work of faculty, staff, and students.

At the November 2017 meeting, the Board voted unanimously to move to the Open Pathway of the HLC if given the opportunity to choose pathways. In addition to reaffirming Aims’ accreditation, the HLC has given Aims the opportunity to change pathways. Effective immediately, Aims Community College will be on the Open Pathway.

Dr. Kish thanked everyone, collegewide, for the excellent work and preparation that lead to the success of the October site visit. In particular, Bryanne Ostoyich, Accreditation Liaison Officer, was recognized for her work in coordinating Aims’ accreditation process. Aims has much to celebrate as we look to the future and continue the excellent work we all do to build a stronger community.

- The Fall FTLC Conference is scheduled for Friday, August 31 on the Greeley Campus. The theme is “Creating Inclusive Learning Environments.”
During this year’s Employee Fitness Challenge, 123 employees participated on 19 teams, which is an increase over past years. The annual Aardvark Fun Run is scheduled on Saturday, April 28, on the Greeley Campus.

b. Administrative Services – Chuck Jensen, Vice President for Administrative Services
   - Budget update—as of February 28, 2018, Mr. Jensen reported that revenues are strong and expenditures are on track.
   - The annual Faculty Consultation report should be ready to present at the May 7 Board meeting.
   - The Greeley Campus’ 50th Avenue entrance project is on schedule and set for completion by the start of the 2018 Fall Semester.

c. Community and College Relations (CCR) – Dr. Geri Anderson, Vice President for Community and College Relations
   - During the Foundation’s recent employee giving campaign, there was a 50% increase in donations through voluntary payroll deductions. Donations for this campaign reached $18,696.
   - In March, over 340 Future Farmers of America (FFA) students attended a trial competition on the Fort Lupton Campus. CCR’s Student Recruiters spoke to FFA participants regarding programs and class offerings at Aims.
   - Aims Night at Fort Lupton High School—CCR hosted a “College 10” event, in partnership with the Fort Lupton Library. Approximately 60 families attended. Recruiting hosted breakout sessions in English and Spanish. Business, Agriculture, Nursing, Welding, and Communication Media programs hosted information tables. The library director provided a program for young people including the reading of the “Arty Goes To Aims” book and activities.
   - Boys and Girls Club Program—the goal is to introduce younger children to begin thinking about college and careers. A recruiter visits the club to play games like Pictionary, which is centered around them drawing pictures of people in careers. A connection is then made with college—Aims—and how our programs are important to achieving career goals. The Recruiting staff is creating a board game where “Arty Goes to Aims.” As Arty travels around the board, he learns about degrees/certificates Aims offers, and he encounters some obstacles like funding for college, having to work family, etc.
   - During the College’s annual 6th grade visitation event, 1,200 students participated.
   - Dr. Anderson gave a brief legislative report.

d. Student Engagement, Inclusion, and Success (SEIS) Report – Dr. Sarah Wyscaver, Vice President for SEIS
   - Dr. Wyscaver reported that Arty’s Pantry has been open for 13 days, and over 40 students from across all four campuses have utilized this new resource. Contributions of items such as such as non-perishables, paper goods, and personal hygiene products can be made directly to Arty’s Pantry. Monetary donations are accepted through the Foundation. A portion of student fees go to Arty’s Pantry as well.
   - The College is piloting a new priority registration for students who identify as being veterans or persons with disabilities.
o Dr. Wyscaver explained a new “single-point-of-contact” support plan, the goal of which is to provide students with consistent information from a single employee.

e. CEO/President’s Report:
  o Dr. Bornstein shared her meetings of note and upcoming College travel.
  o Cody Gamet will serve as 2018 Commencement Master of Ceremonies.
  o Aims recently celebrated the 10th anniversary of hosting TaxHelp Colorado. Accounting Professor Gina Jones was recognized for leading this program at the College. Over 8,500 tax returns were processed, which was nearly 13% of TaxHelp Colorado returns. Approximately $16,000,000 refunds went back into the communities that Aims Community College serves.
  o On April 24, finalists for the position of Vice President for Community and College Relations will be on the Greeley campus for interviews, open forums, and a community reception.
  o Congratulations to Aims student Hannah Sullivan, who has been selected as a 2018 Coca-Cola Academic Team Gold Scholar and will receive a $1,500 scholarship. Hannah and the other Coca-Cola Academic Team Scholars will be recognized at PTK’s Annual Convention, April 19-21 in Kansas City, Missouri. Selection as a Coca-Cola Gold Scholar was based on scores the student earned in the All-USA Academic Team competition, for which more than 2,000 applications were received this year. Additionally, during the March CO-WY Regional conference, Dr. ShawnaLee Washam (Aims’ PTK Advisor) and Patrick Call (Executive Director, Student Leadership & Development) won the 2017-18 Distinguished Chapter Advisor Team award.
  o On April 12, a semi-final draft of the 2018-2023 Strategic Plan will be reviewed by Cabinet, College Council, and those who employees who will be responsible for various tactical activities in the plan. After final edits are made, the 2018-2023 Strategic Plan will be rolled out to employees and students. The Communications/Public Information team is preparing a document, similar to the Annual Report, which will go out to the community.
  o Supervisors introduced new employees.

f. Excellence at Aims!!
  o “2017 Paragon Awards” – Dr. Geri Anderson, Vice President for Community and College Relations
    ★ Dr. Anderson introduced the Communications/Public Information team who received six awards from the recent National Council for Marketing & Public Relations (NCMPR) conference: Allyson Byerly, Laura Coale, Jenny Diaz, Bethany DuBois, Curtis Ellzey, Emily Tilton, and Travis Tomlin. The team thanked the Board and the President for giving them the opportunity to create.

VIII. Executive Session, Platte Building, Room 123
a. As allowed by C.R.S. 24-6-402(a) the Board unanimously voted to adjourn into executive session at 3:25 p.m. Motion to move to executive session by Gene O’Hara.
b. The Board unanimously voted to adjourn the executive session at 4:30 p.m. and reconvened into regular session.

IX. Action Items

a. Resolution to Authorize the Negotiation and Purchase of Certain Land, Chuck Jensen, Vice President for Administrative Services

ON THE MOTION OF CAROL RUCKEL, THE BOARD VOTED UNANIMOUSLY TO APPROVE THE RESOLUTION TO AUTHORIZE THE NEGOTIATION AND PURCHASE OF CERTAIN LAND AS PRESENTED, BY ROLL CALL VOTE:

- Trustee Achziger… aye
- Trustee Hout… aye
- Trustee O’Hara… aye
- Trustee Ruckel… aye
- Chair Peterson… aye

b. Salary Proposal, Fiscal Year 2018-19, Dee Shultz, Executive Director, Human Resources

ON THE MOTION OF MARK HOUT, THE BOARD VOTED UNANIMOUSLY TO APPROVE THE SALARY PROPOSAL FISCAL YEAR 2018-19, BY ROLL CALL VOTE:

- Trustee Achziger… aye
- Trustee Hout… aye
- Trustee O’Hara… aye
- Trustee Ruckel… aye
- Chair Peterson… aye

c. Benefits Proposal, Fiscal Year 2018-19, Dee Shultz, Executive Director, Human Resources

ON THE MOTION OF CAROL RUCKEL, THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BENEFITS PROPOSAL, FISCAL YEAR 2018-19, BY ROLL CALL VOTE:

- Trustee Achziger… aye
- Trustee Hout… aye
- Trustee O’Hara… aye
- Trustee Ruckel… aye
- Chair Peterson… aye

d. Distinguished Fellow Award Nominee, Trustee Lyle Achziger
ON THE MOTION OF LYLE ACHZIGER, THE BOARD VOTED UNANIMOUSLY TO APPROVE MR. DAVE BRESSLER AS THE DISTINGUISHED FELLOW RECIPIENT, BY ROLL CALL VOTE:

Trustee Achziger… aye
Trustee Hout… aye
Trustee O’Hara… aye
Trustee Ruckel… aye
Chair Peterson… aye

e. Emeritus Status – Claudia Stevens, Dr. Deb Kish, Vice President for Academic Affairs

ON THE MOTION OF CAROL RUCKEL, THE BOARD VOTED UNANIMOUSLY TO GRANT EMERITUS STATUS TO CLAUDIA STEVENS, BY ROLL CALL VOTE:

Trustee Achziger… aye
Trustee Hout… aye
Trustee O’Hara… aye
Trustee Ruckel… aye
Chair Peterson… aye

X. Information Items
   a. Correspondence:
      o Several invitations to Celebration Week events were received.

b. Board Calendar:
   o Chair Peterson reviewed upcoming events, and Dr. Bornstein reminded the Board to respond to Board Liaison Carrie Schaefer-Randolph, who will post meeting announcements, as appropriate, when a quorum of the Board is present at an event.

c. ACCT Legislative Summit Update (continued), Trustee Carol Ruckel:
   o Trustee Ruckel shared additional updates.

d. ACCT Leadership Congress, possible presentation topics, Chair Ray Peterson:
   o May 4 is the deadline for submitting proposals. Trustee Ruckel agreed to research topics, and the Board will then determine if a presentation proposal will be submitted.

e. Discussion on possible press releases after Board meetings, Chair Ray Peterson:
   o Trustee Peterson asked Board members about the need for additional press releases. Trustee Hout responded that he thought Communications/PI is adequately covering College news, and other Board members agreed.

XI. Comments from the Board Members

Ray Peterson – congratulated employees and students on their awards, noting that he is very proud to be a part of Aims Community College. Trustee Peterson asked Board members if there
is interest in beginning Board meetings at 1:30, rather than 2:30, to allow adequate time to go through the business. It was suggested that this topic be placed on the May agenda.

**Mark Hout** – thanked Eric Himler, Rob Abernathy, and Dr. Bornstein for their work and perseverance regarding initiatives that have come to the Board. Trustee Hout said that he, too, is proud to be a part of Aims Community College and enjoys comments he receives when he wears Aims attire out in the community.

**Gene O’Hara** – commended Dr. Bornstein, the Cabinet, faculty, and staff on doing a great job. He also commented that the community recognizes all the good work by Aims Community College.

**Carol Ruckel** – reiterated that the FFA event at the Fort Lupton Campus on March 23 was a success. Trustee Ruckel also thanked Bryanne Ostoyich for her work on Aims’ accreditation process.

**Lyle Achziger** – absent

**XII. 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?

**XIII. Adjourn**

The meeting was adjourned at 5:09 p.m.