Aims Community College Board of Trustees Annual Retreat  
June 26, 2019, 8:30 a.m. - 4:00 p.m. and June 27, 2019, 8:30 a.m. – 4:00 p.m.  
Greeley Country Club

Facilitated by Dr. Pamila J. Fisher, ACCT Consultant

**MINUTES**

**June 26, 2019**

I. Call to Order

a. The 2019 Board of Trustees Retreat was called to order on June 26, 2019 at 8:30 A.M. by Board Chair Ray Peterson. Other Board members present were Lyle Achziger, Gene O’Hara, Mark Hout, and Carol Ruckel. College CEO/President Dr. Leah L. Bornstein, and Staff Executive Megan Self (for Board Liaison Carrie Schaefer-Randolph) also attended.

II. Overview and Purpose

III. Active Shooter Education

a. What may precipitate and what are Aims’ procedures?

   i. Employees – John Fults, Campus Safety Director

      John Fults gave an overview of the National Behavioral Intervention Team Association (NaBITA). He stated the Aims’ Threat, Violence, and Assessment Team (TVAT) uses the NaBITA threat assessment model to judge and determine the degree of a potential threat.

   ii. Students – Shannon McCasland, Dean of Students

      Shannon McCasland explained that the Student Intervention Team (SIT) and mentioned that the objective of the SIT team is to intervene at the earliest possible point, to eliminate escalating behaviors and also grievances. Shannon said that the team uses a risk rubric from NaBITA that helps to assess the level of threat and next steps. Shannon said that the risk rubric tool allows the team be objective and make solid decisions on what is best for the institution and students involved, and it is all based on National best practices. The rubric helps to make the decision on the intervention not the individuals in the group. Shannon provided examples of what the SIT team will review including: behavioral concerns, CARE, conduct, and safety/security.
IV. Legislative Debrief – Timothy Ullmann, Vice President for Community and College Relations; Tonette Salazar, Salazar and Associates; and Cabinet

a. Timothy Ullmann and Tonette Salazar gave an update on the Colorado General Assembly and governmental affairs. Timothy mentioned that this was one of the busiest Legislative sessions he has seen. Tonette then presented a 2019 Legislative overview and highlighted the following: economic slow-down, SB181, higher education funding, TABOR, Amendment 23 and K-12 funding, and the Gallagher amendment.

V. Working lunch with Cabinet

VI. Strategic Plan Year – End Summary – Dr. Leah Bornstein and Cabinet

a. Dr. Bornstein highlighted the accomplishments of the strategic plan initiatives, and stated that moving forward, IR&A will establish measures to identify the value that was added by carrying out the strategy initiatives.

b. Each Cabinet member reviewed completion status on their respective Strategic Plan line items for 2018-19.

VII. Adjourn until Thursday, June 27

AGENDA

June 27, 2019

THE BOARD RECONVENED THE RETREAT AT 9:00 A.M. by Chair Peterson

I. Coffee & Refreshments at 8:30 AM

II. Overview and Purpose

III. Reflections – Dr. Pamila J. Fisher, ACCT Consultant
   a. Personal Observations
   b. Past Year Accomplishments
      i. Dr. Fisher facilitated discussion on the Board members’ reflections and accomplishments of the past year.

IV. Review of Effective Trusteeship
   a. Informal Board Self-Assessment
      i. Dr. Fisher provided the Board with a document for reference titled “20 Truths for Effective Trusteeship”, and the topics included: Board of Trustees roles, ethical behavior, Trustee and CEO/President relations, community relations, and accreditation responsibilities.
      ii. Discussion ensued on Board meeting public comments and Dr. Fisher reviewed the Public Comment policy 46, and 46-01
         1. Revisions to the policy were noted and will be brought to the Board for review at the August work session.
         2. Additionally, Dr. Fisher suggested having legal counsel do an open meeting refresher with the Board over the next few months.
   b. Our Plans for Improvement
      i. Dr. Fisher led the Board through a round robin discussion on improvement strategies regarding perception, trust and communication.

V. Lunch (12:00 P.M.)

VI. Adjourn to Executive Session: President’s Formal Evaluation

    ON THE MOTION OF RAY PETERSON, THE BOARD ADJOURNED INTO EXECUTIVE SESSION AS ALLOWED BY C.R.S. 24-6-402(4)(f) TO DISCUSS PERSONNEL MATTERS.

VII. Reconvene to Open Session

The Aims Community College Board of Trustees may call an executive session at its discretion, as allowed by C.R.S. 24-6-402(4)(a-f). If an executive session is called, the Aims Community College Board of Trustees will note, into the record, the specific basis for the executive session. 

Please note, this agenda is tentative and may be subject to change.
VIII. Planning For 2019-2020

a. Board’s Priorities for 2019-2020

i. Discussion ensued on the Board’s priorities for 2019-20. Priorities will be presented for action at the August 7, 2019 Board meeting.

b. President’s Goals for 2019-2020

i. Discussion ensued on the President’s goals for 2019-20. Goals will be presented for action at the August 7, 2019 Board meeting.

c. Follow-Up and Next Steps

i. Discussion ensued on the annual agenda items calendar and adding additional topics on a quarterly basis, including an update on Foundations, and reporting the progress on Board priorities.

IX. Retreat Evaluation and Board Comments

X. Adjourn

THE 2019 BOARD OF TRUSTEES RETREAT ADJOURNED ON JUNE 27, 2019, AT 4:02 P.M. BY BOARD CHAIR RAY PETERSON.