Aims Community College Board Meeting
Minutes
August 7, 2019
Loveland Campus, Room 109, 1:30 p.m.

Aims District Board Meeting

I. Call to Order
   a. The meeting was called to order at 1:32 p.m. by Board Chair Ray Peterson. Other Board
      members present were Trustee Lyle Achziger, Trustee Mark Hout, Trustee Gene O’Hara,
      and Trustee Carol Ruckel. College CEO/President Dr. Leah L. Bornstein and Board
      Liaison, Carrie Schaefer-Randolph also attended.

II. Pledge of Allegiance

III. Approval of Agenda
   a. Chair Peterson requested to amend the agenda with the addition of an Excellence at Aims
      presentation under Section VII. CEO/President’s Report.

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

IV. Public Comment
   a. The Board of Trustees encourages the general public to provide comments directly
      related to the business and operations of the College and to give input on items before the
      Board. Each speaker is required to complete a Public Comment Registration form. No
      action will be taken by the Board resulting from individuals addressing the Board during
      the Public Comment period. The time limit for individual speakers will be three (3)
      minutes per item. The time limit for each item will not exceed ten (10) minutes.
      Speakers cannot yield their time to other speakers.
      o There was no public comment.

V. Consent Agenda
   a. Minutes of the May 1, 2019 District Board Meeting
   b. Minutes of the June 26 & 27, 2019 District Board Retreat

   ON MOTION OF GENE O’HARA, THE BOARD UNANIMOUSLY APPROVED THE
   CONSENT AGENDA AS PRESENTED.

VI. Representatives to the Board
   a. Student Government Association, Chris Warren
      o Mr. Warren was unable to attend. Dr. Wyscaver referred the Board to the
        written SGA report.
   b. Aims Faculty Association, Brooke Elzey
      o Ms. Elzey shared faculty accomplishments, honors, and upcoming
        events.
c. Aims Staff Association, Jenn Seedorf
   o Ms. Seedorf shared staff accomplishments, honors, and upcoming events.

VII. CEO/President’s Report – Dr. Leah L. Bornstein
   a. Excellence at Aims – Foundation Executive Director Kelly Jackson introduced Alum Tiana Smith.
      o Ms. Smith graduated from Aims with a degree in Soil and Crops Science and a certificate in Precision Ag. She is a recipient of the Annual Agfinity Scholarship. Ms. Smith shared how Eileen Ehn, a former instructor, encouraged her to attend Aims. Aims impacted her life not only through education in the classroom but financially. Aims gave her the ability to stay at home and work on the family farm and also gave her a sense of community as she continues to stay in contact with faculty members.

b. 2019-2020 Strategic Plan Initiatives – Dr. Leah L. Bornstein, CEO/President
   o Dr. Bornstein shared that Cabinet members will report on their respective 2019-2020 strategic plan initiatives during the CEO/President’s report.

c. Dee Shultz, Executive Director of Human Resources
   o Ms. Shultz reported that the HR 2019-2020 initiatives will be:
     - Line 39 - On-boarding new employees and employee handbook research
     - Line 42 - Recruitment and improving turn-over rates

d. Executive Vice President/Academic Affairs – Dr. Russ Rothamer
   o Dr. Rothamer shared that many tactics from the strategic plan overlap with Community and College Relations and Student Engagement, Inclusion, and Success. He invited Timothy Ullmann and Dr. Sarah Wyscaver to review collaborative initiatives.
     - Line 6 - Expand alternative course delivery
     - Line 8 - Increase degree attainment by adult learners
     - Line 55 – Increase non-credit offerings
     - Line 56 - Re-envisioning the emphasis of satellite locations
     - Line 14 – Equity and inclusion in the campus climate
     - Line 15 – Developing programming for the Latinx population
     - Line 12 – Expand partnerships with community/school district agencies/programs
     - Aims2UNC Partnership
       1. This concept was initiated by Dr. Bornstein to help students transition to UNC.
   
   o Academic Affairs Update
     - Dr. Rothamer shared enrollment data noting that it fluctuates this time of year. Overall enrollment is trending up.
   
   o Dr. Rothamer introduced Eric Himler, Aviation Director
     - Mr. Himler presented an update of the Aviation Department for Fall 2019 including enrollment, program, and event information. Of special note is the grand opening of the Aims Flight Training Center at the Northern Colorado Regional Airport on August 19 at 1:00 p.m.
e. Administrative Services – Chuck Jensen, Vice President for Administrative Services
   o Budget Update
     ■ Revenue
       1. Tuition is above projection due to enrollment.
       2. Other revenues are strong.
     ■ Expenses
       1. Expenses are at or under budget.
     ■ Non-mandatory transfers
       1. Approximately $29M was transferred to the plant fund for capital projects.
   o Strategic Plan Update
     ■ Continuing implementation of facility master plan
     ■ Continuing focus on college infrastructure
     ■ Mr. Jensen provided an update of all college projects.
       1. Colorado Department of Transportation will be straightening Highway I-25 which will impact three (3) acres of the Berthoud property. Appraisals are being completed. The Board will have an action item this fall concerning the purchase. This transaction will have no impact on the facility master plan.
     ■ Brad Yoder, Chief Information Officer, provided updates on the strategic plan for Information Technology projects.
       1. Line 47 – Continuing to improve phone system
       2. Continue protection of sensitive data
       3. Continue Enterprise Resource Planning (ERP)
         i. Aims has signed a contract with Workday to begin transition from Banner software.

f. Community & College Relations Report – Timothy Ullmann, Vice President for Community & College Relations
   o Mr. Ullmann shared current projects in Marketing and Communications including restructuring, revamping product production, implementing a project management system, and marketing the Aims2UNC initiative.
   o Full-time enrollment at the Windsor and Fort Lupton campuses is trending up.
   o The Foundation is continuing to improve scholarship opportunities.

g. Student Engagement, Inclusion, and Success Report – Dr. Sarah Wyscaver, Vice President for Student Engagement, Inclusion, and Success (SEIS)
   o Dr. Wyscaver shared staffing challenges in SEIS but noted that she is proud that no programs or projects have stopped.
   o She introduced Nelson Rodriquez, the new Executive Director of Student Activities, Inclusion, and Leadership.
   o Arty’s Pantry is now on every campus.
   o Dr. Wyscaver gave an update on the continuation of strategic plan line 20 - focusing on student wellness.
h. Comments from the President
   o President’s Report
     ▪ Dr. Bornstein reviewed the CEO/President’s meetings of note adding her routine conversations with community members.
     ▪ Dr. Bornstein shared that eleven (11) employees attended the AFIT (Alliance for Innovation and Transformation) conference on transformational leadership.
       1. Aims was selected as a recipient of a $2,000 scholarship from CampusWorks.
   o Employee Report
     ▪ Supervisors introduced new employees.

VIII. Action Items

a. 2019-2020 Board of Trustees’ Priorities & CEO/President’s Goals – Chair Ray Peterson
   o Chair Peterson shared the Trustee priorities and the CEO/President’s goals developed at their June retreat.


b. Emeritus Status, DeLynn Anderson – Dr. Russ Rothamer, Executive Vice President
   o Dr. Rothamer shared Ms. Anderson’s achievements.

ON THE MOTION OF GENE O’HARA, THE BOARD UNANIMOUSLY APPROVED EMERITUS STATUS FOR DELYNN ANDERSON.

c. Credit Hour Policy (New - #112) - Dr. Russ Rothamer, Executive Vice President
   o Dr. Rothamer explained that this policy is part of a strategic plan tactic and has been vetted through the College policy and procedure approval process.

ON THE MOTION OF CAROL RUCKEL, THE BOARD UNANIMOUSLY APPROVED THE CREDIT HOUR POLICY (NEW - #112) AS PRESENTED.

IX. Information Items – Chair Ray Peterson

a. Correspondence
   o Chair Peterson shared correspondence from The Denver Post, the Holocaust Memorial Committee, Pinnacol Assurance, and the North Colorado Medical Center Gala Committee.

b. Board Calendar of Events
   o Chair Peterson reviewed the Board’s calendar of events.

c. BOT 2019-2020 Annual Agenda Calendar
   o Chair Peterson reviewed the Board’s annual agenda calendar. It was determined at the Board’s retreat to include a progress report of Board priorities at the October and February meetings.

d. Public Comment Update - Carrie Schaefer-Randolph, Board Liaison
   o Carrie Schaefer-Randolph gave an update on wording of the public comment section of the agenda. It now matches procedure more closely.

e. Election Update - Carrie Schaefer-Randolph, Designated Election Official
Carrie Schaefer-Randolph gave an update on the upcoming November 5, 2019 general election. Trustee seats from Districts A, B, and E are up for election.

X. Comments from Board Members
   a. Trustees each shared their respective comments of the meeting.

XI. 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?

XII. The meeting was adjourned at 3:20 p.m. by Chair Peterson