Aims District Board Meeting

I. Call to Order

The meeting was conducted via Zoom (online) due to COVID-19 mandated social distancing. The public was invited to participate through the Zoom meeting link posted on the Board of Trustees’ public website.

a. The meeting was called to order at 1:30 p.m. by Board Chair Lyle Achziger. Other Board members present via Zoom (online) meeting were Trustee Mark Hout, Trustee Gene O’Hara, Trustee Ray Peterson, and Trustee Heidi Windell. College CEO/President Dr. Leah L. Bornstein and Board Liaison Carrie Schaefer-Randolph also attended via Zoom.

II. Approval of Agenda

a. Ray Peterson moved to approve the agenda as presented.

   o Recorded Roll Call Vote:
     - Trustee Hout – yes
     - Trustee O’Hara – yes
     - Trustee Peterson – yes
     - Trustee Windell – yes
     - Chair Achziger – yes

MOTION TO APPROVE THE AGENDA AS PRESENTED PASSED UNANIMOUSLY.

III. Consent Agenda

a. Minutes of the March 11, 2020 District Board Meeting

   o Chair Achziger called for corrections to the minutes.
   o With no corrections received, minutes of the March 11, 2020 District Board Meeting were approved as presented.

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 Due to online meeting format, public comment was available through email to the Board of Trustees. No emails were received.
V. Presentations from Guests and Representatives to the Board
Written reports were provided in the Board Packet for the Board’s review. Verbal reports were not given.
   a. Student Government Association
   b. Aims Faculty Association
   c. Aims Staff Association

VI. Action Items
a. BOT Policy 12 Board Officer Elections and Responsibilities Revision – Chair Lyle Achziger (Board Priority C)
   o Lengthy discussion ensued on the revision in paragraph #1 concerning access to legal counsel by the Board of Trustees.
   o Mark Hout moved to table the revision of Policy 12 pending a work session with legal counsel in attendance.
     ▪ Recorded Roll Call Vote:
       1. Trustee Hout – yes
       2. Trustee O’Hara – yes
       3. Trustee Peterson – yes
       4. Trustee Windell – yes
       5. Chair Achziger – yes

MOTION TO TABLE BOT POLICY 12 BOARD OFFICER ELECTIONS AND RESPONSIBILITIES REVISION PENDING A WORK SESSION WITH LEGAL COUNSEL IN ATTENDANCE PASSED UNANIMOUSLY.

b. Compensation Proposal FY 2020-21 - Dee Shultz, Executive Director of Human Resources
   o Dee Shultz reviewed the compensation proposal of a 2% base/matrix adjustment and a 1.2% annual pay adjustment.
   o Ray Peterson moved to approve the compensation proposal FY 2020-21.
     ▪ Recorded Roll Call Vote:
       1. Trustee Hout – yes
       2. Trustee O’Hara – yes
       3. Trustee Peterson – yes
       4. Trustee Windell – yes
       5. Chair Achziger – yes

MOTION TO APPROVE THE COMPENSATION PROPOSAL FY 2020-21 AS PRESENTED PASSED UNANIMOUSLY.

c. Health and Dental Insurance Benefits FY 2020-21 – Dee Shultz, Executive Director of Human Resources
   o Dee Shultz reviewed the health and dental insurance benefits recommendation:
     ▪ Maintain coverage for employee only tier at 100%.
     ▪ Maintain coverage for plus children and plus spouse tiers at 85%.
     ▪ Change the coverage for plus family tier to 85%.
   o Mark Hout moved to approve the health and dental insurance benefits FY 2020-21 as presented.
     ▪ Recorded Roll Call Vote:
       1. Trustee Hout – yes
       2. Trustee O’Hara – yes

Board of Trustees Minutes, April 8, 2020
Minutes Recorded by Carrie Schaefer-Randolph
MOTION TO APPROVE THE HEALTH AND DENTAL INSURANCE BENEFITS FY 2020-21 AS PRESENTED PASSED UNANIMOUSLY.

d. Distinguished Fellow Award – Trustee Gene O’Hara
   o Trustee O’Hara reviewed the purpose of the award.
   o The committee’s recommended recipient is Mr. Jack Retzlaff. Mr. Retzlaff is the Regional Director of Medical Imaging for UC Health and a member of the Aims Radiography Program Advisory Committee.
   o Gene O’Hara moved to name Mr. Jack Retzlaff as the recipient of the 2020 Distinguished Fellow Award.
     ▪ Recorded Roll Call Vote:
       1. Trustee Hout – yes
       2. Trustee O’Hara – yes
       3. Trustee Peterson – yes
       4. Trustee Windell – yes
       5. Chair Achziger – yes

MOTION TO NAME MR. JACK RETZLAFF AS THE DISTINGUISHED FELLOW FOR 2020 PASSED UNANIMOUSLY.

e. Bachelor of Applied Science Public Safety Degree– Dr. Russ Rothamer, Executive Vice President/Academic Affairs (Strategy 1, Objective 1 and Strategy 3, Objectives 1, 2, & 3)
   o Dr. Rothamer reviewed the benefits of the proposed BAS in Public Safety.
   o Heidi Windell moved to approve the BAS degree as presented.
     ▪ Recorded Roll Call Vote:
       1. Trustee Hout – yes
       2. Trustee O’Hara – yes
       3. Trustee Peterson – yes
       4. Trustee Windell – yes
       5. Chair Achziger – yes

MOTION TO APPROVE THE BACHELOR OF APPLIED SCIENCE PUBLIC SAFETY DEGREE AS PRESENTED PASSED UNANIMOUSLY.

f. Early Childhood Education Entry Certificate – Dr. Russ Rothamer, Executive Vice President/Academic Affairs (Strategy 1, Objectives 1-5, Lines 4, 8, 11, 13, 17, 20 and Strategy 3, Objective 3, Lines 60, 62)
   o Dr. Rothamer reviewed reasons to bundle two courses to create this certificate.
   o Gene O’Hara moved to approve the Early Childhood Education Entry Certificate as presented.
     ▪ Recorded Roll Call Vote:
       1. Trustee Hout – yes
       2. Trustee O’Hara – yes
       3. Trustee Peterson – yes
       4. Trustee Windell – yes
       5. Chair Achziger – yes
MOTION TO APPROVE THE EARLY CHILDHOOD EDUCATION ENTRY CERTIFICATE AS PRESENTED PASSED UNANIMOUSLY.

g. Policy (3-100) Capital Reserve and General Operating Funds Revision – Chuck Jensen, Vice President for Administrative Services (Strategy 2, Objective 2.2, Line 34)
   o Mr. Jensen reviewed the revisions to Policy 3-100. Changes are minor and include an update from Junior to Local College District.
   o Mark Hout moved to approve the revisions to Policy 3-100.
      ■ Recorded Roll Call Vote:
         1. Trustee Hout – yes
         2. Trustee O’Hara – yes
         3. Trustee Peterson – yes
         4. Trustee Windell – yes
         5. Chair Achziger – yes

MOTION TO APPROVE POLICY (3-100) CAPITAL RESERVE AND GENERAL OPERATING FUNDS REVISION AS PRESENTED PASSED UNANIMOUSLY.

VII. Information Items – Chair Lyle Achziger
   a. June 17 & 18, 2020 Board Retreat
      ■ Chair Achziger shared the format for the June Board Retreat:
         1. June 17 will be a half-day session with Cabinet on the Strategic Plan end-of-year report.
         2. June 18 will be a full-day session facilitated by ACCT.
   b. Correspondence
      o Correspondence was provided in the Board Packet for the Board’s review.
   c. Board Calendar of Events
      o Board Calendar of Events was provided in the Board Packet for the Board’s review. Events are also posted in Diligent.

VIII. CEO/President’s Report – Dr. Leah L. Bornstein
   Written reports were provided in the Board Packet for the Board’s review. Verbal reports were not given.
   a. Executive Vice President/Academic Affairs – Dr. Russ Rothamer
   b. Administrative Services – Chuck Jensen, Vice President for Administrative Services
      o Budget Update
   b. Community & College Relations Report – Timothy Ullmann, Vice President for Community & College Relations
   c. Student Engagement, Inclusion, and Success Report - Dr. Sarah Wyscaver, Vice President for Student Engagement, Inclusion, and Success (SEIS)
   d. Comments from the President
      o CEO/President’s Report
      o Employee Report

IX. Comments from Board Members
   a. Trustees each shared their respective comments of the meeting.
   b. Trustee Gene O’Hara presented a report from the Aims Foundation Board.
      o The Foundation revenue is up 33% from last year.
Trustee O’Hara shared results of the feasibility study for a major funding campaign.
Dr. Bornstein shared information from the Foundation Executive Board who recently decided to put a hold on the campaign due to the COVID-19 crisis.

X. Assessment of Board Meeting/Plus Delta
   a. What did we learn?
   b. What worked? What didn’t work?
   c. Did we focus on oversight? Strategy? Challenges?
   d. Did we receive the information we needed to have an effective conversation?
   e. Did everyone have an opportunity to speak?

XI. Adjourn

The meeting was adjourned at 3:21 p.m. by Chair Achziger.