

**Aims Community College
Board Meeting Minutes
March 5, 2008
Fort Lupton Campus, Room 204**

Before the meeting was called to order, College President Marsi Liddell introduced John Brandenberger, who due to health concerns will not be able to participate in the May graduation. She also introduced his brother Mike and his friend PD Morrison. Dr. Liddell conferred his degree in a special ceremony.

Aims District Board Meeting

I. Call to Order

The meeting was called to order at 2:41 PM by Board President Beth Bashor. Other Board members present included Mike Geile, Sandy Neb and Walt Richter. College President Dr. Marsi Liddell was also present at the meeting.

II. Additions/Deletions to the Agenda

There were no additions to the agenda.

**ON MOTION OF WALT RICHTER BOARD UNANIMOUSLY APPROVED
THE AGENDA AS PRESENTED.**

III. Citizen Participation

There was no request for citizen participation.

IV. President's Report – Dr. Liddell

Dr. Marsi Liddell thanked the Fort Lupton Campus for hosting the Board of Trustees meeting this month.

a. Financial Update – Mike Kelly

The board had no questions for Mr. Kelly.

b. Foundation Update – Julie Buderus

Dr. Liddell, presenting the Foundation Report in the absence of Ms. Buderus, informed the board that there had been a generous donation to the College Promise Scholarship Program from North Colorado Medical Center. The hospital's donation of \$50,000 was sufficient to move the total over the \$100,000 mark to fulfill the Monfort Foundation matching grant. To date, a total of \$240,000 has been raised to provide one year of college costs for first year students from District Six high schools. In the pilot year, scholarships will be available for the three District 6 high schools, as well as Trademark and Colorado High Schools, but not the district charter schools. The deadline for scholarship application is March 15, so there will be a report on scholarships awarded at the April meeting.

c. Construction Update – Don Plant

Construction Project Manager Don Plant reported to the Board that Alliance and Aims are finalizing the schedule for punch list items on the Allied Health and Sciences

Building, with the intention of completing interior work during spring break. There are also some mechanical issues that have shown up as the systems have been working. After the interior punch list items are completed, the only thing left will be exterior items. These will have to wait for better weather. After all corrections have been made, both parties will then continue on the close-out process. In Beaty Hall, Alliance Construction is proceeding with their work. They are currently finalizing the exterior work. The media studios, art and pottery studios and president's office will be the last areas to be completed. Alliance still believes that the project will be complete by April 30.

d. Proposal for Smoking Procedure – ASACC Student Government

Dr. Liddell told the Board that there had been several complaints about smoking areas on campus, so she asked the student government association to research and make a recommendation about a smoking policy. Mike Borden, Aims Student Association president, summarized the process they followed. They invited students to a series of open forums, at which student government representatives presented four possible smoking policies. Over 200 students participated in the forums, which were held at different times and places to get best possible representation. These students completed 164 questionnaires, choosing between several smoking proposals; including making Aims a smoke free campus or mandating only the state required 15 feet from any main entrance. The ASACC board finally endorsed a middle of the road proposal. This proposal stipulates that there will be no smoking at any main entrance (defined as an entrance facing a parking lot) from the entrance to the curb. Smoking near non-main entrances will follow the 15 foot limit. A board member asked if the students had determined how many people smoke on campus and expressed concern about students being forced to stand in the parking lot to smoke. ASACC Board member Meghan Hungenberger reported that in a survey completed last year, 23% of students are smokers. Mr. Borden explained that the smoking areas would be designated in the procedure and that there would be smoking areas available at other entrances. He stated that all areas would be well marked and that the only two buildings that would see major changes in designated areas are the Allied Health and Sciences Building and Westview Hall. A trustee asked about the consequences if someone is caught smoking in a non-smoking area. Dr. Liddell noted that it will be everyone's responsibility to firmly tell these people to move to a smoking area. A board member stated that since people do have the right to smoke, we want to make sure that we don't open the college up for litigation on this topic. Alysyan Broda, faculty representative to the board, reported on faculty comments. She stated that currently there are non-smoking signs on the west side of Westview Hall, but they don't work. She also mentioned special and confusing situations, such as buildings with more than one main entrance. Ms. Broda was assured that all designated smoking areas will clearly show where people can smoke. Dr. Liddell asked the ASACC Board to finalize their proposal and bring it back to the Board at the April meeting. She also suggested that they should consult with House Counsel Sandra Owens about any legal issues that might arise.

e. Graduation Venue – Ron Fay

Dr. Liddell introduced Ron Fay, Director of the Student Life Department. Mr. Fay explained that the graduation venue for Aims has been a topic of conversation for several years. Dr. Liddell recommended that Mr. Fay bring the issue to the Board of

Trustees. Aims has been using the Union Colony Civic Center (UCCC) as its venue for several years. Mr. Fay noted that it is a beautiful facility with a capacity of 1650. He also reported several problems with the use of UCCC including being bumped by other events, competition for parking with other events, there is no room to stage graduates in the hall, and physically challenged students have a difficult time participating in the ceremony. The college also has to limit students to tickets for four family members. Many of our students want to bring more guests to share in their celebration.

Mr. Fay stated that he believes there is only one viable alternative and that is the Budweiser Event Center with a capacity of over 5000. With this capacity, tickets would not be necessary at the Budweiser Center. It would cost about \$5700 more to rent this venue, but there would be no additional cost for parking. He told the Board that he would like to try the Budweiser Center for the 2009 graduation as it is already too late for this year. He feels that the ceremony would be more inclusive and friendlier. He would like to schedule the event on Friday night, so as not to compete with UNC's graduation. A Trustee asked if the Island Grove Events Center would be big enough. Mr. Fay replied that there could be problems with set up and competing events. ASACC Board Member Brandon Sellers told the Board that he would like to have as many family members as possible at his graduation as it will be the most important day of his life. A Trustee mentioned that there is a sensitive issue between Greeley and the Budweiser Events Center. He requested that Mr. Fay sit down with the City of Greeley to see if the problems can be resolved at Island Grove. If the problems can't be solved, then at least we have approached them. Another Trustee asked if the Budweiser Events Center will guarantee our date. Mr. Fay answered that it could be scheduled several years in advance and the college would not get bumped. The Board expressed interest in finding a location where everyone can celebrate, but also expressed concern about the sensitivity of moving the graduation out of Weld County. Dr. Liddell asked Mr. Fay to consult with the City of Greeley and bring information to next Board meeting.

f. President's Executive Summary

Dr. Liddell reported briefly on the following items:

- February was a very bad month for the Aims family: Faculty member Roger Brockhaus; Sean Stewart, spouse of staff member Cyndee Stewart; and Sissy Dent, wife of former board member John Dent, all passed away in the last month.
- In the March packet, the Board received a copy of a letter from Mark Payler, superintendent of Weld School District RE-8, supporting Aims in their efforts to receive equitable state funding. Dr. Liddell expressed appreciation for his support.
- Dr. Liddell gave an update on state funding, noting that a community forum had been sponsored by Jim Riesberg with guest CDHE Director David Skaggs. Aims students gathered outside the forum to request equal funding for the college. Director Skaggs stood by his recommendation and our only recourse was to go the Joint Budget Committee. She thanked Senator Renfroe and Representative Vaad for joining her at breakfast with Director Skaggs that morning.
- Dr. Liddell reminded the Board that the Aims Fellows Award nominations are due on March 15th.

- She displayed an Award from Colorado Trust's Health Professions Initiative, presented to the Alcanzar program. This program is based at the Fort Lupton campus.
- Included in the packet is a "First Steps" brochure detailing a new initiative in which Aims will partner with UNC. This program will allow for students to be concurrently enrolled in both Aims and UNC. When they successfully complete their basic courses at Aims, they will automatically move to UNC.
- The Board also received copies of letters commending the Kiefer Library staff for their customer service and House Counsel Sandra Owens for completing her pro bono work for the year, as well as a copy of the most recent Downtown Center newsletter and the regional economic profile.
- Dr. Liddell offered congratulations to Trustee Richard Bond for the honor he is to receive on the anniversary of the National Student Exchange program, which he founded forty years ago.
- She then pointed out a draft of a revised Memo of Understanding with the Aim Foundation. The last paragraph states that all of the investment earnings from the capitol campaign would be retained in their general fund, to facilitate payment of salaries and maintenance of independence for the Foundation. Trustee Mike Geile suggested that these earnings should remain with the Foundation. The Board concurred. Dr. Liddell will see that the final draft is processed for signatures.

V. Consent Agenda

- a. Minutes of February 1, 2008 Special Board Meeting

Sandy Neb requested that her name be removed from the minutes of the special meeting as she was not in attendance.

- b. Minutes of the February 6, 2008 District Board Meeting

**ON MOTION OF MIKE GEILE, THE BOARD UNANIMOUSLY
APPROVED THE CONSENT AGENDA AS AMENDED.**

VI. Information Items

- a. Board Calendar

Dr. Liddell told the Board that she would be out of town on June 25, the scheduled date for the June Board meeting. She requested that the meeting be rescheduled on June 30, so the budget can be approved by the end of the fiscal year. The Trustees approved the request.

- b. Proposed Budget Workshop – Wednesday, April 2, 2008 at 12:00 PM
President Liddell reminded the Board that the annual budget workshop would take place just before the April Board meeting at noon on April 2, 2008.
- c. Medical/Dental Insurance Benefits Proposal
Chief Business Officer, Carol Hoglund reminded the Board that she had distributed preliminary information on the medical and dental insurance benefits package for 2008-09 at the special Board meeting on March 3. She told the Board that Aims

contracts for insurance as part of a consortium of institutions in the state and rates are set through actuarial data from that consortium. The data presented this year is somewhat more preliminary than usual, but complete information will be available by the April meeting. The projected 3.09% increase in medical premiums will probably be reduced by the final report.

- d. Hires:
 - o Landon Loyd, Staff Associate, Career and Technical Education, non-exempt, replacement
 - o Tangier Barnes, Senior Student Services Specialist, Admissions and Records, non-exempt, replacement
 - o Karen Hankey, Staff Executive, Loveland Campus, non-exempt, replacement
- e. Leaving the Employ of the College
 - o Dana Anderson, Program Coordinator III, Recruiting, Student Services
 - o Gary Jordan, Grounds and Buildings Maintenance Technician, Facilities and Operations
- g. Request for Transitional Retirement
 - o Karen Sell, Associate Dean, Fort Lupton Campus

VII. Action Items

- a. Purchase of property for automotive program (Lind Property)

Dr. Liddell introduced Martin Lind and Ted Svitavsky from Southgate Development, LLC and Water Valley. Mr. Lind thanked the Trustees for inviting him to the meeting and told them that the board of Southgate Development met and approved the agreement that will exempt Aims from the special district fees.

College Counsel Stow Witwer explained that Aims will not pay taxes to the special district but will receive the benefits of the district through special fees that will pay for the infrastructure on this property. He suggested that the board visit the property to see how Southgate Drive will connect with the property. He explained that the inspection process cannot proceed until a binding agreement on the land is in place. He then thanked Martin Lind, Ted Svitavsky and Leonard Wiest for their work on the agreement and expressed his hope that the board will be favorable to the transaction. He added that the auto dealership at Iron Mountain have offered to provide design drawings for the facility. A Trustee commented that the current automotive program facilities are outdated. Dr. Liddell told the Board that at the Vestas open house, several dignitaries spoke in support of alternative energy and added that this site may facilitate the development of programs on alternative energy. The contract has been amended to close on April 11. A Trustee asked if Mr. Lind could foresee any development west of the property that would be incompatible with the college facility. He responded that the property to the west is zoned light industrial, so there should be no problem.

ON MOTION OF MIKE GEILE, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE CONTRACT TO BUY AND SELL REAL ESTATE DATED MARCH 4, 2008 IN THE AMOUNT \$920,400, WITH WINDSOR SOUTHGATE DEVELOPMENT, LLC FOR APPROXIMATELY SEVEN ACRES OF LAND IN THE CITY OF WINDSOR, ADJACENT TO IRON MOUNTAIN AUTO COMPLEX AND TO AUTHORIZE THE PRESIDENT

OF THE BOARD TO EXECUTE THE CONTRACT AND ANY OTHER DOCUMENTS NECESSARY TO CLOSE SUCH PURCHASE.

- b. Request for Emeritus Status – Linda Krause
Dr. Liddell told the Board that Linda Krause was with college for 28 years, adding that a recommendation for emeritus status from her last dean Donna Souther was included in the packet. She added her endorsement for the emeritus nomination.

ON MOTION OF WALT RICHTER, THE BOARD UNANIMOUSLY VOTED TO APPROVE EMERITUS STATUS FOR LINDA KRAUSE.

- c. Policy 4-800 Weapons – Amendment (First reading)
House Counsel Sandra Owens was available to answer questions about the policy. Dr. Liddell informed the Board that the policy was amended on the recommendation of Security Consultant Don Lyon. Ms. Owens said she believed the policy is pretty straight forward. A Trustee asked about the meaning of “zero tolerance.” Dr. Liddell explained that a person in violation of the policy would be turned over to the campus resource officer and removed from campus.

ON MOTION OF SANDY NEB THE BOARD UNANIMOUSLY VOTED TO APPROVE AMENDMENTS TO POLICY 3-715 AS PRESENT ON FIRST READING.

- d. Administrative corrections to Policy and Procedure Manual
Dr. Liddell explained that the purpose of this item is to clean up archaic language in the Policy and Procedure manual. These seven policies are being brought to the board as a group since the changes do not modify the meaning of the policy. A trustee asked if there should be a statement of time limits in Policy 2-600. Ms. Owens explained that details should be included in the procedure to allow for flexibility.

ON MOTION OF SANDY NEB THE BOARD UNANIMOUSLY VOTED TO APPROVE ADMINISTRATIVE AMENDMENTS TO POLICIES 2-600, GRADUATION REQUIREMENTS; 3-900, PUBLIC INFORMATION; 4-701, FACULTY LOAD; 4-2000, COFLICT OF INTEREST; 5-1105, AIMS/UNC TUITION GRANTS EXCHANGE PROGRAM; 5-1109 AND 5-1110, AIMS/UNC AND AIMS/CSU COOPERATIVE REGISTRATION AS PRESENTED ON FIRST READING.

VIII. Comments from Board Members

- Trustee Sandy Neb said that she was happy to have the meeting in Fort Lupton.

IX. Comments from Board Reps

- a. Faculty (Marsha Driskill or Alysyan Broda, ACEA Board Reps)
The faculty representatives had no further comments.

- b. Aims Staff Association (Carrie Schaefer-Randolph or Bonnie Steele, ASA Reps)
Staff Association representatives had no comments.

- c. ASACC (Mike Borden, ASACC President)
Mr. Borden reminded the Board that when the state sent out proposed budget giving Aims only 3% increase, the student body association took this on as project. Students met to protest the situation at the community forum attended by Colorado Department of Higher Education Director Skaggs on Saturday, March 1. Mr. Borden also reported that he and several other students went to the state capitol with signatures from 750 students. They gave copies of the petition to majority leaders, members of the house and senate, including Representative Jim Riesberg and members of Joint Budget Committee including Senator Johnson. On the whole the students were well received. Mr. Borden expressed his hope that their efforts had an effect. Dr. Liddell thanked the students for their efforts. Trustee Mike Geile echoed her thanks and added that the student did a tremendous job of public relations by presenting Aims at the capitol. Mr. Borden told the Board that Senator Renfroe had invited them onto the senate floor and noted how impressive the experience was.

- d. **Adjourn to Executive Session**
The Board adjourned to executive session to discuss real property, and to receive legal advice from counsel, as allowed by CRS 24-6-402(4) (a) and (b). Invited to attend the session were Dr. Liddell, Carol Hoglund, Ron Randel and Jim Vetting from Wheeler Management, Kevin Kelly from United Investments and Karoline Woodruff as recorder.

ON MOTION OF MIKE GEILE, THE BOARD ADJOURNED TO EXECUTIVE SESSION AT 3:52 PM.

X. Reconvene in Regular Session

The Board reconvened into regular session at 5:58 PM and took no action.

XI. Adjourn

ON MOTION OF MIKE GEILE, THE BOARD ADJOURNED AT 5:59 PM.

Sandy Neb, Board Secretary

Date