

Aims Community College Board Minutes
Wednesday, April 11, 2007
College Center, Room 727-28

Aims District Board Meeting

I. Call to Order

The meeting was called to order at 1:21 PM by Board President Ken Nickerson. Other Board members present included Beth Bashor, Richard Bond, Bernie Kinnick and Sandy Neb. College President Dr. Marsi Liddell was also present at the meeting.

ON MOTION OF SANDY NEB, THE BOARD OF TRUSTEES ADJOURNED TO EXECUTIVE SESSION AT 1:22 PM TO DISCUSS REAL ESTATE ISSUES AND RECEIVE ADVICE FROM COUNSEL.

The Board reconvened in regular session at 2:11 PM. No action was taken in connection with discussion from executive session.

II. Additions/Deletions to the Agenda

Dr. Liddell informed the Board that the agenda should be amended to reflect that Dorothy Bates is requesting retirement, but not a transitional year. Dr. Liddell also asked to add an action item regarding an early retirement option. Mr. Nickerson indicated that this item would be added as item G under action items.

ON MOTION OF SANDY NEB THE BOARD UNANIMOUSLY APPROVED THE AGENDA AS AMENDED.

III. Citizen Participation

There was no request for citizen participation.

IV. President's Report – Dr. Liddell

1. Foundation Update – Julie Buderus

Dr. Liddell introduced Julie Buderus, new Director of Institutional Advancement and Aims Foundation. There were no questions pertaining to the Foundation Report. Ms. Buderus noted that the Capital Campaign has passed the half-way point of its goal with over \$2 million raised to date.

2. Construction Update – Don Plant

Don Plant referred the Board to several items included in the Board packet, including information on LEED certification for green buildings. He also reminded the Board that the goal for dry-in date on the new building is April 16 and that the Beaty renovation is slightly ahead of schedule.

3. President's Executive Summary

Dr. Liddell gave a brief summary of the following topics:

- o There will be three seats up for election this year, two current Trustees are term-limited, and one is eligible for re-election. The estimated dateline for the election was included in the packets or can be requested in the President's Office.

- When the Board approved the Telecommuting Policy last fall; they requested an update in 6 months. To date, two people have used asked to telecommute. Dr. Liddell requested a continuance of the current policy for 6 months to 1 year.
- Aims Community College has received 4th place for digital excellence in the mid-size college category from the Center for Digital Education.
- Dr. Liddell offered commendations to the Fort Lupton Campus team for meeting their goal of a 20% enrollment increase for Spring semester.
- The fifteenth recipient of a degree through the Aims/Franklin University partnership will receive that award at graduation in May. Dr. Liddell reminded the Board that Associate Dean Roseann Guyette will receive her honorary doctorate at the same ceremony.
- Steve Kahla has been named the Colorado Liaison for the National Council for Continuing Education and Training.
- Twelve students and two faculty members participated in the “Just Deserts Tour” in the Four-Corners area over spring break, led by Anthropology Professor Roger DeWitt and sponsored by the Aims Anthropology Club.
- Aims has received an award from United Way of Weld County for employee per-capita giving during their annual campaign.
- The Succession Planning subcommittee of the All College Action Council has established a partnering system for new employees. The program will focus on giving a good start to new employees in their first 90 days at Aims.
- The new director of Colorado Commission on Higher Education, David Skaggs, was supportive of the Local District Colleges, ensuring that they were included in the state budget. However, Dr. Liddell expressed her concern about participation by Local District Colleges in the upcoming Higher Ed Summit. Board President Ken Nickerson suggested that it might be beneficial for the board to express their concern about this decision in writing.

V. Consent Agenda

- a. Minutes of the March 8, 2007 District Board Meeting
- b. Employees: Administration, Faculty and Exempt Staff Cynthia Allee, EMS Instructor, Emergency Medical Services, Faculty, replacement
 - Julie Buderus, Director, Institutional Advancement
 - Paula Stipetich-Thomas, Human Resource Specialist
 - Amy Szczepanski, Nursing Instructor

**ON MOTION OF BETH BASHOR THE BOARD UNANIMOUSLY
APPROVED THE CONSENT AGENDA AS PRESENTED/AMENDED.**

VI. Information Items

- a. Board Calendar
- b. Letter of Thanks and Commendation
- c. Request for Retirement
 - Dorothy Bates
- d. Leaving the Employ of the College
 - Beverly Clare
 - Tom Pentecost

VII. Action Items

a. Medical and Dental Insurance Benefits for FY 2007-08

Dr. Liddell reminded the Board that the presentation of the Benefits proposal was an annual agenda item. Chief Business Officer Carol Hoglund told the Board that health premiums increased by only 2.5 percent, while dental premiums actually decreased. The Benefits subcommittee recommended that the Aims share of premium should be 81 percent for employee only and 72 percent for the family plan. This would mean that the impact for employees currently in these categories would be minimal. The greatest impact would be for those moving from employee-plus-one to family status. Ms. Hoglund reminded the Board that they must act on the proposal at the April meeting to meet the enrollment deadline.

ON MOTION OF SANDY NEB THE BOARD UNANIMOUSLY VOTED TO APPROVE THE MEDICAL AND DENTAL INSURANCE BENEFIT PLAN AS PRESENTED.

b. Policy 4-800 Faculty Due Process – Amendment, Second Reading

Dr. Richard Wood once again presented the amendment to Policy 4-800 for second reading, noting that the current version included changes requested by the Board at the March meeting.

ON MOTION OF SANDY NEB THE BOARD VOTED UNANIMOUSLY TO APPROVE POLICY 4-800 AS AMENDED (SECOND READING)

c. Rescission of Policy 5-500 Student Career Services, First Reading

Dr. Liddell told the Board that the rescission of this policy serves to remove a policy that is no longer valid and is very limited in scope. It will be replaced by Policy 5-550 Student Success Center Services.

ON MOTION OF BETH BASHOR, THE BOARD VOTED TO APPROVE THE RESCISSION OF POLICY 5-500 (FIRST READING)

d. New Policy 5-550 Student Success Center Services, First Reading

This policy will supersede Policy 5-500 and broadens its definition and scope

ON MOTION OF BETH BASHOR, THE BOARD VOTED TO APPROVE POLICY 5-550 AS PRESENTED (FIRST READING)

e. Proposal to Review Trustee District Boundaries

Dr. Liddell reminded the Board that a request had been brought to consider researching realignment of trustee district boundaries. Board President Ken Nickerson noted that by state law, the Board is responsible to establish trustee districts and recommended that the Board should get assistance and guidance to examine whether the demographics in the area have changed sufficiently and to understand what options exist in regards to the trustee districts, adding that it probably couldn't be done in time for this year's election.

ON MOTION OF RICHARD BOND, THE BOARD VOTED TO ASK DR. LIDDELL TO EMPLOY AN APPROPRIATE PERSON TO CONDUCT THE

RESEARCH.

- f. Aims Fellows Awards – Presentation of Names of Nominees

DR. LIDDELL READ THE RESULTS OF THE BALLOT TO THE BOARD. THE RECIPIENTS THE 2007 AIMS FELLOWS AWARD ARE AS FOLLOWS:

**JOHN HOUTCHENS
STOW WITWER
PAST PRESIDENTS OF AIMS COMMUNITY COLLEGE**

- g. Early retirement Option

Dr. Liddell told the Board that during the budgeting process, the college is always looking for ways to be more efficient in funding. Aims is in good financial shape, so this proposed program should not be viewed as financial exigency of any kind. It should be viewed as strictly voluntary for participants and a way for Aims to find the most cost effective way to do business. She then asked Dr. Richard Wood to explain the program.

Dr. Wood began by explaining the parameters of the proposed Early Retirement buy-out, noting that two groups of employees would qualify: those 60 years or older with 5 years service to the college or employees with 15 years service no matter what their age might be. Eighty-six people fit into one of those two categories, but at this point, we don't know how many will take this option. Some could be immediately eligible for retirement from PERA. If the Board approves, informational meetings will be set up, with invitations going to all individuals on the list. Each of these employees may also request a private meeting with Dr. Wood to discuss details. Employees with up to 15 years of service to the school would be paid out at ½ of current salary. For every additional year of service over 15, the employee would receive an additional 5 percent of their income up to a total of 100 percent.

Dr. Liddell stressed that it was important to have the program completed by June 30, adding that acceptance of the offer would be strictly voluntary and that the college can afford to keep everyone.

Mr. Nickerson asked if there would be written guidelines. Special Assistant to the President for Legal Issues, Sandra Owens addressed preliminary questions with the following statements:

- The college would not be exclusionary if someone took the buy-out but wanted to apply for another job here. They could not, however, come back to their old job at their old salary and there would be no preferential treatment. There wouldn't be a period of exclusion unless the Board wants to include that in the agreement.
- There might be an option to hire some people back on a part time basis, as new hires depending on their PERA status. This option might help in certain vital positions, while replacements are hired.
- This offer is only for full-time benefited employees with full-time years.
- Employees who take this offer could contract for health insurance through COBRA for 18 months and then they would need to make their own arrangements.
- This would be a one-time offer. If an employee doesn't take the offer at this time, they should not expect a similar offer next year.

A Trustee requested that the written agreement be presented before the Board voted. Dr. Liddell asked that the Board approve the plan in principle so that eligible employees could be contacted to get their reaction and allow them time to make a decision. She added that Sandra Owens will then prepare the written agreement for the Board's examination, adding that it might be beneficial to call a special meeting to expedite Board action and allow employees to get paperwork signed in time for a June retirement.

ON MOTION OF RICHARD BOND, THE BOARD VOTED 4 TO 1 IN FAVOR OF THE CONCEPT OF AN EARLY RETIREMENT BUY-OUT AND REQUESTED FURTHER DETAILS ON THE AGREEMENT BEFORE FINAL APPROVAL.

Dr. Liddell asked if there was a preference that employees would not be able to reapply as a new hire. A Trustee suggested that there should be a minimum of one year before any retiree could reapply. Ms. Owens mentioned that it could be a question of legality to restrict employability, but she will research and advise the Board at their next meeting.

VIII. Comments from Board Members

There were no comments from the Board of Trustees.

IX. Comments from Board Reps

- a. Faculty (Alysan Broda or Marsha Driskill, ACEA Board Reps)

There were no comments from the faculty representatives.

- b. Aims Staff Association (Sue Burrows or Carrie Schaefer-Randolph, ASA Board Reps)

There were no comments from the Staff Association representatives.

- c. ASACC (TJ Dalton, ASACC President)

Student Association President TJ Dalton gave a brief report to the Board on the following items:

- a. The Aims Idol competition will take place on Friday, April 13 at 6:00 PM in the College Center Lobby.
- b. In conjunction with UNC and the community, Aims will observe Holocaust Remembrance Week. On April 16, a holocaust survivor will be on campus to relate his story and experiences.
- c. The Favorite Faculty Luncheon will take place on May 4. The Board is invited to attend.
- d. The current ASACC year is winding down and the Board is actively recruiting for new board members for next year.

X. Adjourn

ON MOTION OF SANDY NEB, THE BOARD ADJOURNED AT 3:25 PM.