

Aims Community College Board Meeting
October 4, 2006
Minutes Summary

Aims District Board Meeting

I. Call to Order

The meeting was called to order at 4:08 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.

II. Additions/Deletions to the Agenda

Dr. Liddell included a new Information Item – Change in Lab Fees for TPSALs Division Classes adding that no action was necessary, so it would be an information item.

III. Citizen Participation

There was no request for citizen participation.

IV. President's Report – Dr. Liddell

a. Financial Update – Susan Dale

Ms. Dale brought forward answers to questions that had been posed at the September Board meeting and added that on the Net Revenue Analysis report, the last two columns say “revised”, but it should say “original”. The Board had no additional questions for Ms. Dale

b. Option to Expedite Beaty Hall Renovations

Dr. Liddell introduced Scott Brelsford and Mark Morton from Alliance Construction Solutions, as well as Tom Norman, Stewart Environmental, who will be in charge of asbestos abatement in Beaty Hall. Mr. Norman reported that his company did an asbestos survey in Beaty. Asbestos was found in the floor tile, pipe fitting sealants, lab countertops, and cove base adhesive. All of these items contain asbestos that is non-friable, meaning that the fibers cannot be crumbled and will not be easily released into the air. Stewart Environmental will use certified workers and an air monitoring specialist will sample the air outside of containment to make sure no material is escaping. When they are done in an area, they make sure the area is completely clean and safe before anyone is allowed back in. They must follow very strict state regulations. Mr. Norman explained that the area will be contained with plastic sealed over all entrances and air intakes. They will then set up a vacuum to pull air out of the room, so that in case of a leak, no air or fibers would flow out. As this air is expelled, it is filtered with a Hepa filter. As the building is divided up, there will be excellent separation between the construction and occupied areas. Mr. Norman said that his company frequently works in occupied buildings, including CSU, CU and UNC. They are very confident that they can maintain a safe environment.

Dr. Liddell summarized how the question of expediting the Beaty renovation arose, stating that she was approached by Alliance to look into the feasibility of working on both projects at once and finishing early. There were obvious benefits

for Alliance and some for Aims as well. She said she wanted to make sure that Aims doesn't have increased costs and that we have the best environment possible for students and employees.

Ms. Driskill, faculty representative to the Board, read a statement thanking the president and facilities director for attending the recent ACEA meeting and giving faculty the opportunity to ask pertinent questions on the building project, process and decisions. Individual faculty members have expressed both support and concerns, but ACEA has not yet taken a position on this issue. The Faculty Representatives attended the Board meeting to express the range of views of Aims faculty. Ms. Driskill continued by saying that faculty's concerns include construction noise during classes, dust issues and their effect on equipment, as well as unknown future health issues for those instructors who will be working in the building during the renovation project. Faculty feel they have a vested interest in a process that could potentially affect enrollment, but support the Board and the President as they make this difficult decision. Regardless of the decision, the faculty will continue to provide valuable input. Faculty consider themselves as one part of a forward looking institution, which includes students, staff, administrators and faculty. Ms. Driskill concluded by saying the faculty will continue to work professionally as the college evolves and hope to be asked for input during the renovation project in order to provide excellence for students.

Board President Ken Nickerson thanked Ms. Driskill and asked if there was anyone else who would like to speak to the Board. Two faculty members spoke:

- Doug Clay, Professor of Computer Science, introduced himself and stated that the faculty in his department will be directly affected by the decision. Together they recommend finishing one project at a time. The Computer Science faculty are also concerned about equipment in the labs that are sensitive to dust and dirt, as well as construction noise during class periods. Mr. Clay concluded by stating that the Computer Science faculty want to provide an excellent educational environment for students and don't think that will be possible with the expedited renovation.
- Tim Preston, adjunct art instructor, spoke to share concerns on behalf of his department and art students. He said that he has heard rumors that his program could be put "on hold" for an entire year and that the department's efforts to build up the program will suffer. Mr. Preston stated that the ceramics, sculpture, metalsmithing programs have very devoted students. He asked if it would be possible to move the programs or if it was true that they would have to shut down for an entire year.

Dr. Liddell asked Dean Richard Wood about his discussion with the chair of the Art Department. Dr. Wood said that they are looking for locations to hold the classes. The last option would be to close them for at most a semester and over the summer.

Dr. Liddell reminded the audience that all faculty and staff who work in Beaty Hall will eventually have to move and stated that the relocation team has found a place for all classes, with the exception of the science

labs, rad tech labs and computer labs which would remain open. There is office space for all staff and also for every faculty member to move their office out of Beaty in spring semester if they want to do so. She continued by saying that there is going to be noise with any construction project and there is no absolute guarantee that the building will be done on August 17, since there could be significant weather or other issues that are beyond our control. Dr. Liddell then called on Alliance to respond to some questions.

Mark Morton introduced himself as principal in charge of project and Scott Brelsford, Project Manager. He assured those gathered that Alliance Construction Solutions has had significant experience working next to occupied spaces and that there will be complete separation in Beaty between work area and occupied spaces, including personnel, space and the mechanical systems. They have discussed the dust and noise issues and are working on a detailed plan. Alliance will also work with the Aims IT department to maintain voice and data connectivity across campus. Mr. Morton added that Alliance will take only those areas that are vacated out of service at first, then take the rest of the system down when the last of the building is clear, adding that they will work with Don Plant to coordinate the timing. He also stated that the noise that will be heard most is the hum of screw guns when they hang dry wall.

Board member Sandy Neb asked what benefits Alliance would see from the change of schedule. The greatest benefit to everyone is to consolidate the project. He hopes to have Beaty done by Spring Semester of 2008 instead of summer 2008.

Dr. Liddell added a comment about enrollment, noting that no one wants to hurt enrollment. Senior management met with student leadership two weeks ago and found students to be very supportive and resilient. The students said that the main reason that they would not enroll is lack of programs, not dust and noise.

Scott Brelsford told the Board that he and Don Plant had met with the Fire Marshall and got approval for occupancy during renovation.

Dr. Liddell asked Gary Bardsley to comment on equipment safety during the renovation. He said he has been working with Alliance on the plans. Since most computers no longer have floppy drives, the main concern with newer computers is the fan. He added that Beaty is the connection point for voice and data for entire campus, but he is confident that they can work with Alliance to maintain the connection.

Board President Ken Nickerson recommended that the Board of Trustees pull this item from the agenda and let Dr. Liddell be responsible for the decision as part of educational responsibility. Several Trustees voiced support of this suggestion.

Dr. Liddell stated that her initial concern was possible increased cost for Aims, adding that she now knows it can be done without additional cost as long as we vacate only part of the building now. She commented that she feels there is no “right decision.” Her soft recommendation is to allow Alliance to go ahead with simultaneous remodel and hopefully get us into two new buildings by December 2007. She added that Alliance will cover any additional costs due to acceleration of the project. Dr. Liddell asked for and received concurrence from Alliance personnel.

Mr. Nickerson asked if he had Board agreement that this issue should be decided by the president. He received agreement from all Trustees and emphasized that there will be an open line of communication between faculty and the President during this project.

c. Proposal for Four-Day Workweek

Dr. Liddell state that to abate some of the disruption of construction through the summer of 2007, she was requesting approval of a 4-day, 40-hour work week. This will allow the campus to be clear on Fridays for heavy work, noise, etc. She said that everyone will be able to run their classes in a 4-day week. Trustees requested that there is a human to answer the phone on Fridays. Interim Dean Jeff Reynolds stated that the college will maintain published dates for the summer semester and schedule the required hours within those dates.

d. College-Wide Initiatives

Dr. Liddell noted that a Board member had requested a Gantt chart of all Aims initiatives for this year.

e. President’s Executive Summary

Dr. Liddell emphasized that she wants to hear about any problems that arise in the relocation and remodel. If such problems are found, employees should contact her, Don Plant, David Laurence or their Senior Management representative immediately, so that they can address any issues that come up.

She then continued with the Executive Summary, reviewing the following documents in the Board packets:

- Steven Earl Schaeffer and Kristyn Eakley Kleeman are recipients of the CSU 2-Year College Merit Scholarships at that institution.
- An article printed in the Greeley Tribune about Professor Tracy Trenam and her class on Muslim culture.
- Dr. Bond, Aims Trustee, received an honor from the Legislative Hall of Fame.
- Letter from the League of Women Voters expressing thanks to the student government for helping to get students registered to vote.
- Dr. Liddell encouraged Board members to participate in the Learning Conversations Conference in Orlando in March, to learn about the principles of Learning Centered Colleges.
- Dr. Liddell reminded the Board that the November Board meeting will take place at 1:00 PM on November 1.

V. Consent Agenda

- a. Minutes of the September 8, 2006 District Board Meeting
- b. Employees:
 - o **Robert Mittan, Program Coordinator II, Tutoring/Supplemental Instruction, Replacement (Reorganized Position and Job Title)**

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

VI. Information Items

- a. Board Calendar
- b. Hires:
 - o Veronica Nicholson
 - o Kimberely Wallin.
- c. Change in Spring Semester Lab Fees for TPSALS Classes

Action Items

- a. Policy 4-1625 – Telecommuting – Second Reading
Board President reminded the Board that this policy was approved on first reading as a pilot program at the September meeting. Dr. Liddell received one request to telecommute from a faculty member under very extenuating circumstances and it was approved. The faculty have requested that they have a separate procedure for telecommuting. Since she didn't think there needed to be two separate procedures, Dr. Liddell suggested that they submit a procedural instrument for faculty that can be incorporated into the current procedure. The Board agreed and Mr. Nickerson clarified that they were approving the policy, which states that the president shall institute procedures for its use.

ON MOTION OF RICHARD BOND THE BOARD UNANIMOUSLY VOTED TO APPROVE NEW POLICY 4-1625 ON SECOND READING.

Beth Bashor requested a follow-up report in 6 months.

- B. Revision of Board By-Laws – Second Reading

ON MOTION OF BETH BASHOR THE BOARD UNANIMOUSLY VOTED TO APPROVE REVISIONS TO THE BOARD BY-LAWS (POLICY 0-900) ON SECOND READING.

- c. Proposal for Aviation Department

Dr. Liddell reminded the Board that when we vacate Beaty the regular simulators will need to be moved. Rather than move the program to substandard facilities at the airport, Ms. Hogle proposed to construct an addition to the flight simulator building on Aims Greeley campus, including space requirements for program, office, and classroom space. The estimated cost is \$1 to \$1.5 million for this total square footage. Currently there are three faculty members, but the plans allow for two additional instructors if the air traffic control program is developed. Dr. Wood emphasized the benefit of having the aviation program connected to the

Flight Sim Building on campus. By having both programs located together, the partnership will be enhanced. Dr. Richard Bond, Trustee, stated that he wants public to know that this information was reviewed in an open work session and that any decisions that are reached today have been thoroughly discussed. Board of Trustees Ken Nickerson said that he would like to give preliminary approval, but wants to know more details, such total cost, location and design before the final decision can be made.

ON MOTION OF RICHARD BOND THE BOARD UNANIMOUSLY VOTED TO GIVE PRELIMINARY APPROVAL TO THE PROJECT PENDING ADDITIONAL DETAILS ON THE BUILDING.

d. Proposal for Storage Space

Dr. Liddell told the Board that this issue is also related to the renovation of Beatty and staging the move to the new building. Current storage is very limited and substandard, with only 5000 square feet of unconditioned space, which is not adequate for current needs. At this point, there are about 20,000 square feet of furniture that will need to be stored during the renovation and move. Carol Hoglund noted that the current storage buildings were modular units that came with the General Services building and date to the 1970s. The area for delivery is also inadequate to handle heavy delivery periods, such as the beginning of semesters.

Ms. Hoglund then reviewed the options in the Board packet asking the Trustees to eliminate option 3, since it is so similar to Option 1

- In option 1 rented trailers would be placed on campus for storage, requiring about 20 trailers, at a cost about \$22,000 to 25,000 per year. Ms. Hoglund expressed that 20 trailers on campus could be unsightly.
- Option 2 provides for construction of a new 8-10,000 square foot building behind the current storage building. This would be heated space that would allow for storage of temperature sensitive items, as well as staging of delivered items. Estimated cost is \$500 to 600,000.
- Ms. Hoglund also proposed a new option 3 which would allow Aims to build a smaller building of about 5000 square feet and keep the current buildings.

There was a discussion about whether there is somewhere else in Greeley that could be used to store inventory until the new building is ready and whether the Campus Master Plan included moving facilities, purchasing and storage to the General Services building in the future. Several Trustees expressed the belief that there must be a better place for storage that would cost less and wouldn't have to be moved later when the facilities department moves. A Trustee suggested that the Board didn't need to take action, but would allow the President to find most cost efficient way to take care of problem.

e. Request for Emeritus Status, Charles Myers

Dr. Liddell reminded the Board that Charles Myers was a long time employee and his request for emeritus status has received the endorsement of Dr. Richard Wood.

**ON MOTION OF BERNIE KINNICK THE BOARD UNANIMOUSLY
VOTED TO APPROVE EMERITUS STATUS FOR CHARLES MYERS.**

- f. Possible Action Item pertaining to Timetable for Beaty Hall Renovation
No action was necessary for this item

VII. Comments from Board Members

Beth Bashor stated that she hates to say no to any requests, but doesn't think its right to give a blank check at this point.

Richard Bond expressed apologies that some of the Boards decisions make work harder and his appreciation for the resilience of Aims staff.

Ken Nickerson stated that the decision about the storage building is not intended to diminish the role of plant services and the importance of their work. The Board of Trustees has to look at value for dollars at this point in time.

VIII. Comments from Board Reps

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

Thanked board for opportunity to make comments. She asked about employee numbers at the September board meeting and was told they would be sent out soon.

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

Sue Burrows announced that the ASA silent auction will be held on November 16 & 17 and asked for donations. She closed by inviting the Board to the ASA breakfast on October 11.

III. ASACC (TJ Dalton, ASACC President)

TJ Dalton summarized ASACC activities and listed upcoming events:

- October 12 will be Aims day at the Greeley Ice House.
- October 16-20 Student Council will present a Cancer Awareness program
- October 20 will be Murder Mystery Dinner night
- October 25 – open forum for campus safety to answer student questions on construction and renovations
- October 31 - Halloween Carnival

Mr. Dalton also reported that there are 14 active club organizations up and running at Aims.

IX. Adjourn

**ON MOTION OF BETH BASHOR, THE BOARD MEETING WAS ADJOURNED
AT 5:52 PM.**