

**Aims Community College Board Minutes**  
**November 7, 2007**  
Greeley Campus, College Center Room 727-728

**Aims District Board Meeting**

**I. Call to Order**

The meeting was called to order at 2:43 PM by Board Secretary Sandy Neb, serving in the absence of Board President Ken Nickerson. Other Board members present included Beth Bashor, Richard Bond and Bernie Kinnick. College President Dr. Marsi Liddell was also present at the meeting.

**II. Additions/Deletions to the Agenda**

Dr. Liddell requested that Action Item VIIa – Agreement with Weld Sheriff’s Department for Campus Security be moved to the President’s Report for discussion only.

**ON MOTION OF RICHARD BOND THE BOARD UNANIMOUSLY APPROVED THE AGENDA AS AMENDED.** (Ken Nickerson excused)

**III. Citizen Participation**

Dr. George Conger, former president of Aims Community College, was present to thank the Board of Trustees for granting him President Emeritus status. Dr. Conger also complimented the college on the beauty of the recently completed buildings.

**IV. President’s Report – Dr. Liddell**

- a. External Auditor Report – Dennis Yockey, BKD, LLC, reviewed the following points from the draft of the audit report:
  - o Financial statements are in draft form and are prepared according to generally accepted accounting principles.
  - o The college is required under GASB to complete a Management’s Discussion and Analysis Report (MDandA) to precede the financial statements and footnotes.
  - o Throughout the report and alternating with the college’s financial statements are Aims Foundation’s statements.
  - o Net assets increased by 25.6%, due mainly to higher property taxes and investment revenues. Unrestricted assets increased by 43.1%. This is very positive for the organization.
  - o The operating expenses were higher due to the one time early retirement buyout.
  - o Student headcount enrollment remained flat in 2006-07. The student FTE numbers actually increased during the same period.
  - o The current ratio (current assets to current liability) is very good at 6 to 1. A ratio of 2 to 1 is considered good, so this is very good news for the college.
  - o Under GASB the college is required to separate operating revenues from non-operating revenues. While the district shows an operating loss, the non-operating revenues more than offset that loss and in aggregate the college shows a net increase in assets of about \$10 million.

Mr. Yockey encouraged the Trustees to read the MDandA in its entirety and reported that BKD is currently completing their work on the single audit report which will be out by the end of November.

b. Financial Update – Carol Hoglund

Ms. Hoglund was present to answer questions for the Board.

c. Foundation Update – Julie Buderus

Ms. Buderus shared several positive comments received by attendees at the “Evening of Celebration” on Friday, November 2. She concluded her report with thanks to those who helped with the event and those who are helping with the community open house to be held that afternoon.

d. Construction Update – Don Plant

Don Plant reported to the Board that both wings of the Allied Health and Science Building are open. He thanked the staff that worked to move everyone into the administration wing in the last two weeks. He is currently working on closeout procedures with Alliance Construction Solutions. All punch list items should be completed during winter break. Work on Beaty Hall is back in progress, but the schedule may need to be adjusted since work on the building stopped for 90 days to ensure the AHS building was ready for Fall Semester. Mr. Plant reported that the decision has been made not to move classes back to Beaty Hall during spring semester. Dr. Liddell added that faculty have weighed in on the disruption of changing classroom location in the middle of the semester, so offices may move, but classes probably won't.

e. President's Executive Summary

Dr. Liddell reported on the following issues:

- The screening committee for the internal auditor position interviewed one candidate. They are currently checking references and will bring further information to the next Board meeting.
- Included in the Board packet is a thank you message from a staff member for extra day of leave on December 31.
- Dr. Liddell introduced Teri Dorchuck who reported on financial aid expended in 2006-07. During the last fiscal year, the financial aid department administered \$12,606,299 in federal, state, institutional and private aid; which was a 13% increase from 2005-06. Trends show fewer recipients receiving more types of aid, particularly loans which are showing a strong increase. She reported that a bill was recently signed by President Bush that will increase the maximum Pell Grant for the 2008-09 year to \$610. This is the second increase in two years, with a plan to continue increases for six years.
- An RFQ was released for the selection of a master planning architect who will help Aims design the Berthoud site. The screening committee interviewed three candidates.
- Dr. Liddell informed the Board that early in the school year there had been many questions about whether Aims would continue with a 4-day work week next summer. The comments were both positive and negative, so she asked the Aims Staff Association board to conduct a survey. ASA President

John Hutson reported on the results of the survey, adding that there had been one question asking respondents to vote for a 4-day or 5-day work week and also an opportunity to comment on the issue. Of the 133 respondents, 2/3 preferred a 4-day work week. The information from the survey was shared info with Senior Management, who will add some flexibility in scheduling for special circumstances. A trustee expressed a concern with having the college closed on Fridays. After discussion, the Board requested President Liddell to explore the possibility of flexing schedules so that offices are still open on Friday.

- Agreement with the Weld Sheriff's Department for campus security: Ms. Hoglund reminded the Board that the purpose of the agreement is to increase the level of security on all campuses. Security analyst, Don Lyon, advised Aims to provide a campus resource officer. The committee met with UNC Police, Greeley and Fort Lupton Police Department, the Weld Sheriff's Department and Wackenhut. Originally they requested a proposal from the Sheriff and have now also asked the Fort Lupton Police to submit a proposal to provide a Campus Resource Officer. The contract with Wackenhut will be amended to increase the level of service to armed security during hours not covered by the Campus Resource Officer. Dr. Liddell commented that the coverage won't be inexpensive, but given nature of society and need for security, it is necessary. She asked for board direction to assure that all campuses are adequately covered. After discussion, the Board requested a second proposal from the Sheriff's Department without coverage in Fort Lupton and a written proposal from the Fort Lupton Police, enabling the committee to compare coverage and costs in that area. When asked about Fort Lupton campus coverage, Ms. Hoglund informed the Board that there would be an armed campus resource officer on Fort Lupton campus 8 hours per day. By utilizing both campus resource officers and security coverage from Wackenhut here will be full time coverage on all three campuses. Dr. Liddell commented that the goal is to make sure that all campuses are getting equivalent services.

## V. Consent Agenda

- a. Minutes of the October 3, 2007 District Board Meeting
- b. Minutes of the October 9, 2007 Special Board Meeting
- c. Administrator, Faculty and Exempt Employee Hires:
  - **Laura Lewis, Senior Data Specialist, IRM, exempt staff, replacement**
  - **Phong Tram, Retention Advisor, Student Success Center, exempt staff, replacement**

**ON MOTION OF RICHARD BOND THE BOARD UNANIMOUSLY APPROVED THE CONSENT AGENDA AS PRESENTED.** (Ken Nickerson excused)

## VI. Information Items

- a. Board Calendar
- b. Lab Fee Correction for Nursing Programs
- c. Non-exempt Employee Hires:

1. John Busing, Data Specialist, Institutional Research and Effectiveness, non-exempt, replacement position
  2. Stacey Coffman, Staff Associate, Aims Foundation, non-exempt, replacement position
  3. Michael Long, Grounds/Building Maintenance Technician, non-exempt, replacement position
  4. Jack Southards, Grounds/Building Maintenance Technician, non-exempt, replacement position
- d. Retiring or Leaving the Employ of the College:
1. Dennis Borelli, Staff Executive, Loveland Campus
  2. Susan Dale, Chief Financial Officer
  3. Lori Dwyer, Program Coordinator II, Career Services
  4. Dave Longan, IT Support Specialist
  5. William Moseley, Program Coordinator II, Grants Specialist
  6. Jennifer Tallchief, Staff Associate, Loveland Campus

## **VII. Action Items**

- a. ~~Agreement with Weld County Sheriff's Department for Campus Security~~
- b. Tentative Dates for 2007 Board Meetings  
Dr. Liddell presented tentative dates for Board meetings for 2008 and asked for Board action to approve them.

**ON MOTION OF RICHARD BOND, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE TENTATIVE DATES OF BOARD MEETINGS FOR 2008**  
(Ken Nickerson excused)

- c. Renewal of Hearing Officers for 2008  
Dr. Liddell reminded the Board that the annual appointment of hearing officers is required in the faculty handbook and that the list of officers had been approved by Doug Clay, ACEA President.

**ON MOTION OF BERNIE KINNICK THE BOARD UNANIMOUSLY VOTED TO REAPPOINT THE LIST OF HEARING OFFICERS FOR 2008 AS PRESENTED.**

## **VIII. Comments from Board Members**

- **As this was his last meeting of his term on the Board of Trustees, Dr. Bernie Kinnick said goodbye to the Board and expressed his pleasure at serving for the last eight years. He also thanked the Board for granting Trustee Emeritus status to Ken Nickerson and him.**
- **Sandy Neb thanked Dr. Kinnick for his service and said that he would be missed. She also commended the college on the Evening of Celebration event.**

**IX. Comments from Board Reps**

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

Marsha Driskill thanked the Trustees who are leaving the Board for their service to the college.

**II. Aims Staff Association (Carrie Schaefer-Randolph or Bonnie Steele, ASA Board Reps)**

The ASA reps had no comment.

**III. ASACC (Mike Borden, ASACC President)**

ASACC President Mike Borden thanked the board and welcomed the new trustees.

He informed the board that the Great American Smokeout begins November 12.

There are several activities planned for this event. He also mentioned that the number of student clubs has decreased, but club activities have increased, for example, the English Honor Society has been going to elementary schools to read to children and the Welding Club recently completed the frame for the ambulance box installation in the Allied Health and Sciences Building.

**X. Executive Session**

The Board adjourned to executive session to discuss real property, as allowed by

CRS 24-6-402(4)(a); personnel matters, CRS 24-6-402(4)(f) and to receive legal advice from counsel, CRS 24-6-402(4)(b).

**ON MOTION OF BETH BASHOR, THE BOARD ADJOURNED TO EXECUTIVE SESSION AT 3:54 PM.**

**XI. Reconvene into Regular Session**

The Board reconvened into regular session at 4:55 PM and took no action.

**XII. Adjourn**

**ON MOTION OF BERNIE KINNICK, THE BOARD ADJOURNED AT 4:55 PM.**