

Aims Community College Board Minutes
Wednesday, May 2, 2007
College Center, Room 727-28

Prior to the Board of Trustees meeting, the Board participated in the Annual Budget Work Session

Aims District Board Meeting

I. Call to Order

The meeting was called to order at 2:34 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.

II. Additions/Deletions to the Agenda

Mr. Nickerson informed the Board that it would be necessary to switch the order the first two action items, so that the Revised Budget for FY 2006-07 is considered before the Proposed 2007-08 Operating Budget.

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

III. Citizen Participation

Dr. Walt Richter, former Dean at Aims Community College requested time during the Citizen Participation portion of the meeting to address the Board of Trustees. Dr. Richter read a letter to the Board regarding an earlier request for a study on redistricting and adding members to the Board of Trustees.

Board President Ken Nickerson informed Dr. Richter, that he had checked with legal counsel to confirm that we are currently in compliance with State Statutes pertaining to Trustee Districts. He added that the board had decided to continue with the study on the equity of current trustee districts but at this time the Board will not consider adding seats to the Board.

IV. President's Report – Dr. Liddell

1. Construction Update – Don Plant

Don Plant gave a verbal update on projects, beginning with the Allied Health Science Building. The target date for dry-in on the lab/classroom wing was April 16. While that target has not been met, the contractor is taking measures to meet schedule and still intends that the building will be ready for occupancy by August 17. Aims staff, including Mr. Plant, Dr. Liddell and Carol Hoglund will continue to meet with the contractors on a regular basis to ensure that the classroom wing is ready by Fall semester.

Mr. Plant reported that Aims has reached an agreement with Alliance Construction Solutions not to demolish the science labs and rad tech area at the end of Spring Semester. Alliance will proceed with asbestos abatement in the building over the summer and should also be able to replace air handlers, but to ensure that student coursework is not interrupted the classrooms and labs in Beaty Hall will be held for possible use during Fall Semester.

2. Diversity Update – Damion Cordova

Ken Nickerson complimented Damion Cordova on his Diversity Report. Mr.

Cordova was present to address Board questions. A board member asked what efforts were being made to increase the number of Hispanic faculty and staff. Mr. Cordova discussed expanding searches to schools that may have a higher number of Hispanic graduates, as well as developing new ways to write position ads to attract Hispanic applicants. He also mentioned that until there are more minority graduates from universities, there will be a small pool of applicants and of course Aims must compete with other institutions for the same candidates.

3. President's Executive Summary

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

- The Aims College Education Association has a new president for the upcoming academic year. Dr. Liddell introduced Doug Clay to the Board and thanked outgoing president Phyllis Gosch for her work in the last year.
- Update on Board Redistricting Study
The President's Office has contacted the State Demographers at the Department of Local Affairs. Sheila Dorrell has been assigned to help Aims with our study and should have preliminary data to the Board by mid-July.
- Letter from Board of Chiropractic Examiners re AimsAlive
Horace Elliot, Executive Vice President of the National Board of Chiropractic Examiners, sent a letter to Dr. Liddell with compliments on the quality of the Aims Alive publication.
- 5Cs Award given to Aims Faculty Holly Hartwick
In a letter to Dean Jeff Reynolds, Aims faculty member Evan Oakley reported on the successful completion of the Colorado Community College Conference on Composition (5Cs). He complimented Chuck Fisher for his coordination of the conference and announced that Holly Hartwick has been awarded the 5Cs Teaching Excellence Award for this year.
- The Greeley History Museum will be developing a display on the history of Aims over the last 40 years. The exhibit will open in June. Jared Fiel and the Public Information Office will coordinate the collection of artifacts for the exhibit.
- Update on Voluntary Early Retirement Buy-out
There are 87 faculty, staff and administrators who are eligible for the early retirement buy out option. To date 12 have signed the agreement with 4 more signing in the next few days. An additional 4 to 8 people are considering the offer.
- Monfort Early Childcare Education Center
Dr. Liddell informed the Board that Senior Management is examining the Monfort Early Childcare Education Center to determine the viability of the program. There are several outcomes possible. Dr. Liddell spoke to Dick Monfort since the Monfort Foundation had donated funds to begin the Childcare Center. He said that the Foundation would understand if it was necessary to provide decreased services or privatize the center. The Board discussed the need for a phase out period and requested to be kept informed as the decision progresses. A Trustee asked Dr. Liddell to look into the availability of unused public child care funds.
- Aim Media Production Department
Dr. Liddell told the Board that Senior Management had also examined staffing patterns in the Media Production Department. As part of the reorganization of the area, some positions may be eliminated and media production will be moved within an instructional unit.

ON MOTION OF SANDY NEB THE BOARD UNANIMOUSLY VOTED TO ADJOURN TO EXECUTIVE SESSION AT 3:12 PM TO DISCUSS REAL ESTATE ISSUES AND RECEIVE LEGAL COUNSEL.

At 4:02 PM, the Board reconvened into Regular Session for presentation of Aims Fellows Awards. The awards were conferred upon the following recipients:

- Past Presidents of Aims Community College: Susan Brack, representing her late father, Dr. Ed Beaty; Dr. Richard Laughlin (not in attendance); Dr. George Conger; and Dorianne Thompson, representing her late husband Paul Thompson.
- Mr. John Houtchens, Aims Foundation Board Member and long-time supporter of Aims Community College
- Mr. Stow Witwer, Aims Legal Counsel for 40 years

ON MOTION OF RICHARD BOND THE BOARD UNANIMOUSLY VOTED TO ADJOURN ONCE AGAIN TO EXECUTIVE SESSION AT 4:10 PM TO CONTINUE THEIR DISCUSSION.

The Board reconvened to Regular Session at 5:04 PM and continued the meeting with Consent Agenda.

V. Consent Agenda

- a. Minutes of the March 30, 2007 Special Board Meeting
- b. Minutes of the April 11, 2007 District Board Meeting
- c. Minutes of the April 20, 2007 Special Board Meeting
- d. Employees: Administration, Faculty and Exempt Staff
 - Dr. Daniel Doherty, Academic Dean, Trades, Public Safety, Art and Life Skills Division, administrator, replacement

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

VI. Information Items

- a. Board Calendar
 - Dr. Liddell informed the Board that the correct date for the June Board meeting would be June 20
- b. New Hires: Non-exempt Staff
 - Eugene N. Hiltner, Equipment Mechanic, Facilities & Operations, non-exempt staff, replacement

VII. Action Items

- a. Approval of Projected Budget (Revised) for FY 2006-2007 – Susan Dale
 - Chief Financial Officer Susan Dale presented the revised projected budget for the current fiscal year including the following highlights:
 - On revenue side, there was increase of 2.8% in revenue, all of which was realized through general property taxes.

- On the expense side, there was a 3% increase in part time salaries for a total of about \$112, 000. Operating expenses increased 2% over estimates.
- Restricted funds increased about 7%, due to Colorado Need Based Financial Aid and grants that were not anticipated at the time of the budget.

The Board of Trustees had no additional questions for Ms. Dale

ON MOTION OF RICHARD BOND THE BOARD VOTED UNANIMOUSLY TO APPROVE THE REVISED BUDGET FOR FY 2006-07 AS PRESENTED.

- b. Approval of FY 2007-2008 Operating Budget, First Reading – Carol Hoglund
 Chief Business Officer Carol Hoglund presented the 2007-08 budget. The fiscal estimates included in the budget are conservative and have been tied to the strategic plan, as well as new Board of Trustee Goals. She noted that the established reserves for operating and capital constructions have been maintained. She added that general revenue estimates were increased by 5.38% due to an increase in predicted general property tax for the district and a 3.5% tuition increase. This will bring in-district tuition to \$52 per credit hour, while out-of –district and out-of-state tuition will be \$78 and \$336 per credit hour respectively. There will also be a 3.5% increase in differential tuition. Expenditures are projected to increase 5.5% overall, including a \$1.6 million increase in salary and benefits, which makes up 67% of the total general fund budget. Auxiliary funds budget includes a proposed increase in student fees of \$2.25 per credit hour. Restricted funds are expected to decrease since the Title 5 Grant has ended and the Title 3 Grant will end soon. The plant fund request is also down as the bulk of construction on campus will be completed in the current fiscal year. The total budget for 2007-08 is estimated at \$62,049,233.

ON MOTION OF RICHARD BOND THE BOARD UNANIMOUSLY VOTED TO APPROVE THE OPERATING BUDGET FOR FY 2007-08 AS PRESENTED ON FIRST READING.

- c. Faculty Consultation Agreement 2007-2008 – Dick Wood
 Dr. Liddell extended her thanks to the faculty and administration on the Consultation Team for their work on this project. Dr. Richard Wood, Jim Crandall, Paul Hasty, Maxine Christianson, Carol Hoglund and Donna Souther.
 Dr. Wood presented the following as a summary of the consultation agreement:
- Faculty work days remain at 166 days. Faculty will be allowed to begin accruing their days on August 20, but they are required to be back on campus by August 29. They must complete their 166 days by May 16, 2008.
 - Faculty will receive a 4.5% salary increase
 - There was an examination of initial placement of faculty compensation. The team is requesting that the Board approve an increase in base salary to \$34,000 (3.2% increase on the base), the “Y” factor would remain at \$750. This is awarded in cases when a faculty member brings exceptional education and experience to the institution.
 - Many CTE faculty come to Aims with full credentials to teach, but no associate’s degree. In the past, they have been brought in at -2Y. Due to the difficulty in attracting faculty in the nursing and automotive areas, the

decision was made to bring some CTE faculty in at +2Y and then move them up the pay scale when they earn their Associate's degree.

A Board member asked about compensation for part-time faculty and was informed that part-time faculty pay is included in the compensation handbook. This fall, compensation will be \$628 per credit hour for adjunct faculty, higher than any other community college in the area. Carol Hoglund informed the Board that the base salary for full-time faculty is also very competitive with other institutions, since Aims has made an effort to meet or exceed compensation offered by sister institutions in the state.

Marsha Driskill, ACEA Board Representative, told the Board that the faculty association has ratified the agreement through the consultation process.

ON MOTION OF SANDY NEB THE BOARD VOTED UNANIMOUSLY TO APPROVE THE FACULTY CONSULTATION AGREEMENT FOR FY 2007-08 AS PRESENTED

- d. Rescission of Policy 5-500 Student Career Services, Second Reading
Dr. Liddell reminded the Board that this policy is to be replaced by new policy 5-550 Student Success Center Services as presented last month.

ON MOTION OF RICHARD BOND THE BOARD VOTED UNANIMOUSLY TO APPROVE THE RESCISSION OF POLICY 5-500. (SECOND READING)

- e. Policy 5-550 Student Success Center Services (New) Second Reading
Dr. Liddell also reminded the Board that Paula Yanish had answered a variety of questions about this policy last month.

ON MOTION OF RICHARD BOND THE BOARD VOTED UNANIMOUSLY TO APPROVE POLICY 5-550 AS PRESENTED (SECOND READING)

- f. Policy 2-150 Scholarly Ethics (New) First Reading
College President Marsi Liddell introduced Special Assistant to the President for Legal Affairs Sandra Owens who presented the Policy. Several faculty members suggested that it was time to have this policy following work to revise the procedure for self-published textbooks. A Trustee asked if there is a similar ethics policy for staff or if this policy could apply to both faculty & staff. Ms. Owens suggested that it would be possible to draft a separate policy for staff, but that they should be kept separate due to the specific needs and responsibilities of faculty.

BETH BASHOR INTRODUCED A MOTION TO APPROVE POLICY 2-150 AS PRESENTED (FIRST READING). THEN AMENDED THE MOTION TO APPROVE POLICY 2-150 WITH THE INCLUSION OF THE SENTENCE "THE PRESIDENT WILL ESTABLISH PROCEDURES TO ENABLE IMPLEMENTATION OF THIS POLICY"

- g. Request for Emeritus Status – Roseann Guyette
- h. Request for Emeritus Status – Dr. Richard Wood
On request of Board President, Ken Nickerson, to consider items "g" and "h" together, Dr. Liddell presented the letters nominating Roseann Guyette, Associate

Dean of Continuing Education and former Interim Dean of Continuing Education, and Richard Wood, Dean of TPSALS Division and former Dean of Continuing Education. She offered her whole-hearted support of the nominations.

ON MOTION OF RICHARD BOND THE BOARD VOTED UNANIMOUSLY TO APPROVE EMERITUS STATUS FOR ROSEANN GUYETTE AND DR. RICHARD WOOD

- i. Renewal of Aims Community College Lobbyists
Dr. Liddell noted that Aims lobbyist, Tonette Salazar had done excellent work this year and recommended that her contract be renewed for the following year. As Ms. Salazar is no longer in partnership with Ruben Valdez, his contract is not recommended for renewal.

ON MOTION OF SANDY NEB THE BOARD VOTED UNANIMOUSLY TO APPROVE RENEWAL OF THE CONTRACT FOR AIMS LOBBYIST ANTOINETTE SALAZAR

VIII. Comments from Board Members

- **Bernie Kinnick** – Referring to the tragic events at Virginia Tech, Mr. Kinnick asked about safety procedures are used on campus. Dr. Liddell replied that the Aims Safety Committee had recently contacted the Greeley Police Department, asking them to do a risk analysis on all three campuses. The Safety Officer position was on hold, but this may be reconsidered.
- **Beth Bashor**- Ms. Bashor reported that she had participated in a meeting and field trip in which Aims and District 6 personnel traveled to Jeffco School District and Warren Technical School. She added that it was an interesting day and that some things they learned may apply to Aims.

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)
Outgoing Student Association President TJ Dalton thanked the Board for the time they have given him. He then introduced Mike Borden who will serve as ASACC President next year. Board President Ken Nickerson welcomed Mr. Warren and encouraged him to keep the line of communication with the Board open.

X. Adjourn

ON MOTION OF BETH BASHOR, THE BOARD ADJOURNED AT 5:38 PM.