

Aims Community College Board Minutes - SUMMARY

June 20, 2007

Aims College Center, Room 727

Aims District Board Meeting

I. Call to Order

The meeting was called to order at 2:44 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

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

Dr. Liddell reviewed the following items, asking for questions from the Board:

- a. Foundation Update – Julie Buderus
The Board had no questions on the Foundation update
- b. Technology Update – Gary Bardsley
Dr. Bardsley presented a brief summary of the Aims technology security plan developed in response to HB 1157. The plans are due to David Skaggs at the Colorado Commission for Higher Education by July 15.
- c. Construction Update – Don Plant
Mr. Plant addressed the Board answering questions on the construction update included in the Board packet:
 - o On change order #1004, PCO#1020 Mr. Plant explained that the weir wall by the pond was redesigned to follow new requirements and to prevent flooding of the new building.
 - o The credit of \$308,000 in Change Order #1005 to remove wooden lab cabinetry from the contract with Alliance. Aims has now contracted directly with millwork supplier.
 - o In Beaty Hall Change Order #2005, PCO#2025, the masonry wall at the south end of the lobby was modified to ensure structural integrity.
 - o The boilers in Beaty Hall will be replaced as reflected in Change Order#2005, PCO#2043. When the original plans were drawn, the boilers were not included, in an attempt to keep costs down. Now it is obvious that it is more economical to replace them during reconstruction.

A trustee asked about the schedule for the aviation building. Ms. Hoglund answered that the building is on schedule and should be ready for occupancy by August 17.

- d. Demonstration of Interactive Catalog – Jared Fiel
Director of Public Information Jared Fiel demonstrated the interactive catalog, indicating that it has now been formatted on a full-sized CD. He added that audio reader software makes the catalog accessible for the vision impaired. A Trustee asked if the interactive catalog had been reviewed by students. Mr. Fiel answered that focus groups will soon be initiated and will be used to improve future versions of the catalog, as well as the website.

e. President's Executive Summary

○ Memo on Ethics Policy

Upon first reading of the new scholarly ethics policy at the May meeting, the Board asked if it would be appropriate to have a policy on staff ethics. House Counsel Sandra Owens has provided the Board with a memo on the issue and a copy of the current ethics policy. She requests that the Board review the policy for discussion at the August meeting.

○ Downtown Update – Heather Lelchook

Director of the Downtown Center, Heather Lelchook presented an update on the downtown programs.

- In fall, when the center opened, a total of 30 students registered: 25 non-credit and 5 academic.
- In Spring Semester this number had increased to 54 non-credit and 135 academic students.
- To date in summer semester, 173 students have attended the Downtown center.
- The typical student at the Downtown Center is Hispanic, female, 22-29, and lives in the 80634 zip code.

○ Update on Board of Trustees election

Dr. Liddell reviewed the timeline for the upcoming election, highlighting important dates. The Board asked about the date for new Trustees to take the oath of office. Designated election official Karoline Woodruff stated that the County Clerk will certify the election no later than November 23 and the oath must be administered within ten days.

○ Update on Early Retirement Buyout

Dr. Liddell provided an update on the Early Retirement Buyout and reviewed the college-wide farewell reception. She said the event had been very successful and thanked Ann Grotness, Karoline Woodruff and the dean's executive assistants for their work in coordinating the reception.

To date, 1 administrator, 4 faculty members and 29 staff persons have taken advantage of the buyout. Of the open positions, 23 will not be refilled. Board President Ken Nickerson added that the purpose of a buyout is to create a number of open positions, thus allowing for reorganization and possible fiscal benefits. Dr. Liddell commented that she trusts the executive team to make good decisions on the reorganization and believes that they have been more than fair. She offered to bring the Board a report on the positions that have been cut.

○ Dr. Liddell announced that Donna Souther will receive the Outstanding Alumna award for the Agronomy/Soil and Crop Science Department at Colorado State University.

○ LULAC Conference Report from Damion Cordova and Statistics on the Career Ladder Grant

She called the Board's attention to the report on the recent LULAC Convention. She also commended Karen Sell, Associate Dean of the Fort Lupton Campus, for clearly illustrating the impact of the Career Ladder Grant on students.

○ Letter of Commendation for Aims instructor Phil Breedlove

Dr. Liddell commented that it is always good to receive compliments about our adjunct faculty.

○ She told the Board about a new initiative, College Promise, in which an anonymous donor has provided \$20,000 to provide tuition for District 6 students. The donor hopes to bring in more donors and is targeting a total of \$60-100,000.

○ In late June, several Aims representatives will meet with community leaders in Loveland to begin a preliminary discussion on plans for Loveland campus.

- Dr. Liddell informed the Board that the Director of Physical Plant Services, David Laurence, is currently at a conference on campus security. College administration is working to contract for a risk analysis at all campuses, after which recommendations will be brought to the Board.
- A Trustee asked about the Monfort Early Childcare Education Center and whether any decisions had been made about the program. Dr. Liddell stated that as this program is in the TPSALS division, new Academic Dean Dan Doherty will take this year to study the program. Dr. Liddell assured the Board that the decision will not be made quickly, but only after thorough study.

V. Consent Agenda

- a. Minutes of the May 2, 2006 District Board Meeting
- b. Minutes of May 25, 2006 Special Meeting of the Aims Board of Trustees
- c. Employees:

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

VI. Information Items

- a. Board Calendar
- b. Continued Personnel Appointments for FY 2006-2007
- c. Hires:
- d. Retiring or Leaving the Employ of the College:

VII. Action Items

- a. Approval of FY 2007-2008 Operating Budget, Final Reading
Chief Business Officer Carol Hogle told the Board that there have been no changes to the proposed budget since the May meeting and it is now ready for final approval. She added that after the approval of the budget, the Board will need to approve the appropriation of funds as required in state statutes on school budget.

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

- b. Appropriations Resolution FY 2007-08

ON MOTION OF SANDY NEB THE BOARD UNANIMOUSLY VOTED TO APPROVE THE APPROPRIATIONS RESOLUTION AS REQUIRED BY CRS 22-44-103.

- c. Execution of Purchase Agreement – Sale of Land to DownUnder Development, LLC
Dr. Liddell informed the Board that there had been no changes in the resolution since the May 25 Special Board Meeting. The document presented today is the same as that delivered by Stow Witwer and will approve the sale of the 12.891 acres of land to DownUnder Development, LLC.

ON MOTION OF RICHARD BOND, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE PURCHASE AGREEMENT FOR SALE OF LAND TO DOWNUNDER DEVELOPMENT, LLC.

- a. Policy 2-150 Scholarly Ethics (New) – Second Reading
College Legal Counsel Sandra Owens reminded the Board that Policy 2-150 had been approved on first reading at the May Board meeting. The Board had no further questions regarding the policy.

ON MOTION OF BETH BASHOR, THE BOARD UNANIMOUSLY VOTED TO APPROVE POLICY 2-150 AS PRESENTED ON THE SECOND READING.

- e. Policy 1-700 Protection of Human Study Subjects (New) – First Reading
Ms. Owens turned over the podium to Bill Moseley, Grants and Contracts Coordinator, to answer questions on the new policy. A Board member asked how many studies have been conducted in recent years that would have required this policy. Mr. Moseley answered that Aims doesn't conduct many, but often gets requests from doctoral candidates who wish to use our students. Aims sometimes runs surveys or participates in grants that contain surveys as a component. Since we participate in such surveys, we must comply with a Federal regulation that requires a policy to protect study subjects.

ON MOTION OF BETH BASHOR, THE BOARD UNANIMOUSLY VOTED TO APPROVE POLICY 1-700 AS PRESENTED ON THE FIRST READING.

- f. Request for Emeritus Status – Roger DeWitt
Dr. Liddell stated that the recommendation for emeritus status for Roger DeWitt, Professor of Anthropology, was submitted by Vicki Bollenbacher. She urged the Board's approval.
ON MOTION OF BERNIE KINNICK, THE BOARD UNANIMOUSLY VOTED TO APPROVE EMERITUS STATUS FOR ROGER DEWITT ON HIS RETIREMENT.

- g. Request for Emeritus Status – Ken Neet
Dr. Liddell recounted that the emeritus nomination for Accounting Professor Ken Neet had been submitted by Dean Jeff Reynolds. Mr. Neet has been at Aims since 1982 and will return as adjunct faculty in the fall.

ON MOTION OF SANDY NEB, THE BOARD UNANIMOUSLY VOTED TO APPROVE EMERITUS STATUS FOR KEN NEET ON HIS RETIREMENT.

- h. Request for Emeritus Status – Tedd Runge
Past chair of Visual and Performing Arts, Tedd Runge, was nominated for emeritus by Dean Reynolds.

ON MOTION OF RICHARD BOND THE BOARD UNANIMOUSLY VOTED TO APPROVE EMERITUS STATUS FOR TEDD RUNGE ON HIS RETIREMENT.

- i. Request for Emeritus Status – Liz Ryan
Liz Ryan has been math faculty at Aims since 1990 and usually taught at the Fort Lupton Campus. She received the Award of Excellence in 2004.

ON MOTION OF SANDY NEB, THE BOARD UNANIMOUSLY VOTED TO APPROVE EMERITUS STATUS FOR LIZ RYAN ON HIS RETIREMENT.

- j. Request for Emeritus Status – Becky Sperber
Dr. Liddell reminded the Board that Becky Sperber had served for 22 years as Executive Assistant to Dr. Richard Wood. She served as the backbone of Dr. Wood's division both in Continuing Education and TPSALS and was also a strong positive influence on administrative support staff at Aims.

ON MOTION OF SANDY NEB, THE BOARD UNANIMOUSLY VOTED TO APPROVE EMERITUS STATUS FOR BECKY SPERBER ON HER RETIREMENT.

- k. Annual Review of President's Contract
Board President Ken Nickerson stated that the Board is required to perform an annual review of the president's contract. He noted that the Board has met with Dr. Liddell for her evaluation. This gave them the opportunity to discuss her leadership and accomplishments from the last year and goals for the future. Mr. Nickerson commented that the Board is also

charged with assigning salary for the contract.

ON MOTION OF BETH BASHOR, THE BOARD UNANIMOUSLY VOTED TO EXTEND DR. LIDDELL'S CONTRACT THROUGH JUNE 30, 2008, MAINTAINING DEFERRED COMPENSATION AND BENEFITS AND AWARDING A 5% SALARY INCREASE AND A SPECIAL PERFORMANCE FACTOR OF 5%, FOR A TOTAL OF 10% INCREASE IN COMPENSATION.

Mr. Nickerson congratulated Dr. Liddell on the accomplishments of the last year. She thanked the Board and recognized her team at Aims including the Academic and Student Services Deans, Chief Business and Information Officers, and Foundation Director. She remembered the challenges of the last year and asked for the continued support of her staff.

VIII. Comments from Board Members

- **Dr. Richard Bond stated that it is exciting to be part of Aims at this time.**
- **Mr. Nickerson added that he is pleased that the members of the Board can have diverse opinions, but still work together.**

IX. Comments from Board Reps

I. Faculty (Marsha Driskill, ACEA Board Rep)

Dr. Liddell introduced Marsha Driskill by noting that she will function as chair of the science department as well as math. Ms. Driskill had two comments:

- The new interactive catalog is very exciting, but she hopes that Aims will continue to pursue non-traditional students, who may still need hard copy catalogs.
- Ms. Driskill asked if the new building is still on schedule. Dr. Liddell answered that as of this morning, Alliance has assured Aims that the building will be ready for occupancy in time for fall semester. Ms. Driskill informed the Board that her department will be compiling information on how much lead time they will need to be ready to teach.

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

John Hutson, Staff Association President, informed the Board that ASA is developing plans for the coming year, including how they can support the efforts of the college. He added that everything will be posted on the ASA website, but encouraged the Board to call with any suggestions.

III. ASACC (Mike Borden, ASACC President)

New ASACC President, Mike Borden, introduced himself as a non-traditional student, and added that the ASACC Board is very excited about the coming year. They will be having training workshops and a retreat for both new and returning Board members.

X. Adjourn to Executive Session, room 726

The Board adjourned to Executive Session to receive legal counsel and discuss personnel issues.

ON MOTION OF RICHARD BOND, THE BOARD UNANIMOUSLY VOTED TO ADJOURN TO EXECUTIVE SESSION AT 4:18 PM TO RECEIVE LEGAL COUNSEL

XI. Reconvene in Regular Session

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

XII. Adjourn

ON MOTION OF RICHARD BOND, THE BOARD ADJOURNED AT 4:55 PM.