

Aims Community College
Board Meeting Minutes
Monday, June 30, 2008
College Center, Room 727-28

I. Call to Order

The meeting was called to order at 2:41 PM by Board President Beth Bashor. Other Board members present included Richard Bond, Mike Geile, Sandy Neb and Walt Richter. College President Dr. Marsi Liddell was also in attendance.

II. Additions/Deletions to the Agenda

Board President Beth Bashor stated that Action Item VII F-Annual Review of President's Contract will be postponed until after the Board meets in executive session.

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

III. Citizen Participation

Board of Trustee member Walt Richter introduced Mr. Chatchai, visiting from the Thai Ministry of Higher Education, noting that he is currently visiting UNC and Aims to report to his government on higher education practices in the United States. Dr. Richter indicated that Mr. Chatchai will be attending several meetings at Aims during his visit.

IV. President's Report – Dr. Liddell

a. Financial Update – Mike Kelly

Controller Mike Kelly was present to answer questions for the Board.

A trustee asked if the actual revenues reflected in the report were for eleven months or the whole year and whether the college will meet the budget projections for the year. Mr. Kelly answered that the figures were for eleven months and that tuition may fall slightly short of projections.

b. Foundation Report – Julie Buderus

The board had no questions for Ms. Buderus.

c. President's Executive Summary

President Liddell gave a brief report on the following items:

o Clarification on Tribune Article

In the Saturday Greeley Tribune there was an article that reported on enrollment projections for the coming year. There may have been misinterpretation of enrollment numbers, as the numbers from 2006-07 were listed as predicted numbers for Fall 2008. It is very difficult to predict enrollment numbers, especially to a specific number, but the college anticipates some enrollment increase. Summer enrollment is up slightly

o The complete Student Satisfaction Survey was included in the Board packet. The survey shows that students are quite pleased to attend Aims. There were very few negative comments, but there were some concerns about the online classes.

A Trustee pointed out that the results of the survey are a testimonial to the quality of work we do with the students here; however there seemed to be some concern from students who are taking courses online. Dr. Liddell replied that the college will be very observant of the student reaction to online classes, especially since we are beginning our on-line degree program this fall. This is an area that we are increasing in enrollment, but not everyone should take online classes. Online students need to be very disciplined and not all of our students are at that maturity level. Registrar Stuart Thomas stated that the college is developing some assessments on whether a student is prepared for online learning. Students are also encouraged to take one class to try out online classes. A Trustee asked if online classes could be a good option for students who need to improve their skills for college levels. Dr. Liddell replied that we want to make sure that these students succeed and online learning is not always best for students who are struggling.

- Included in the packet is a letter of praise for Aims Faculty member, Corky Corkern and a letter of thanks to Marsha Driskill from a former student who is now a NASA engineer.
- Aims Staff members will present at the International Conference on the First Year Experience.
- Aims faculty member Chuck Fisher has been selected to evaluate AP examinations.
- In a recent letter to the editor in the Greeley Tribune, Aims and Safety Director Jeff Smith were thanked for the support offered State Farm Insurance after the tornado.
- Dr. Liddell announced or introduced the 2008-09 Aims Staff Association (ASA) officers including President, Debbie Barba; President Elect, Therese Lask; Secretary, Patty Eaton; Treasurer, Darla Underhill and Board reps Bonnie Steele and Jeff Smith.
- The Air Traffic Control program received the final approval from the Colorado Commission on Higher Education.
- The Aims presentation proposal was accepted for ACCT Fall Congress. The presentation will be made by Trustee Walt Richter, President Marsi Liddell and Administrative Associate Karoline Woodruff.
- Construction update, since Don Plant has officially retired, Dr. Liddell gave an update from David Laurence. As of this date, all final payments have been made to Alliance Construction for both Allied Health and Beauty Buildings.
- The internal auditor has left the college, but we have one or two people who are interested in the position. The Board will be kept apprised of the progress.
- CCHE still anticipates using the NCHEMS model for funding in the next year. Aims administration is concerned about the equity of using this model so we intend to request a line item amount in the long bill as allowed by Colorado Revised Statutes. A trustee asked if we are working with CCHE and NCHEMS Director Dennis Jones to explain our unusual situation and encouraged the college to persevere in its efforts.

Board President Beth Bashor commented that it is a pleasure to read Board packets like this, with the positive student survey and letters to faculty thanking them for their work with students. She complimented Marsha Driskill for receipt of the letter.

V. Consent Agenda

- a. Minutes of the May 7, 2008 District Board Meeting
- b. Employees: Administration, Faculty and Exempt Staff
 - o Andria Brabo, Executive Programmer Analyst, Information Resources Management, exempt staff, replacement
 - o Adriana Felix, Senior Accountant, Financial Services, Exempt Staff, replacement
 - o John Dixon, Program Coordinator II, Continuing Education, exempt staff, replacement
 - o Daniel Erbert, Budget Director, Financial Services, administration, replacement
 - o Barbara Gilliam, Program Coordinator III, Recruitment – Admissions and Records, exempt staff, replacement
 - o Vaughn Hanson, Flight Instructor, Aviation, exempt staff, replacement
 - o Pauline Montie, Accountant, Financial Services, exempt staff, replacement
 - o Alethea Stovall, Senior Advisor, Student Success Ctr – Loveland, Exempt Staff, replacement

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

VI. Information Items

- a. Board Calendar
- a. Continued Faculty Appointments for FY 2008-2009
- b. Continued Personnel Appointments for FY 2008-2009
- b. New Hires
 - o Michelle Sonnenberg, Data Specialist, Institutional Research and Effectiveness, non-exempt staff, replacement
 - o Aubreana Winegarner, Staff Specialist, Continuing Education, non-exempt staff, replacement
- d. Leaving the College
 - o Tangier Barnes, Senior Student Services Specialist, A & R
 - o Stacey Coffman, Staff Associate, Aims Foundation
 - o Brian Scott Garrard, Associate Dean, Learning and Org. Development
 - o Jane Hartsock, Professor, Nursing
 - o Yvonne Perches, Learning Resource Specialist, Loveland Campus
 - o Don Plant, Construction Manager
 - o Sandra Robbins, Instructional Lab Coordinator, Allied Health
 - o Jill Seaburn, Program Coordinator II, Academic Resource Center
 - o Lana Simonds, Associate Professor, Nursing

Dr. Liddell reminded the Board that the August 6th meeting would take place in Loveland. Trustee Dr. Richard Bond noted that he will not be able to attend the November 5 meeting and asked if it could be moved to later in month.

VII. Action Items

a. Approval of FY 2008-2009 Operating Budget, Final Reading

A trustee asked why the budget shows \$7 million increase in unexpended plant funds and also a \$7 million decrease for 2007-08. Chief Finance Officer Mike Kelly answered that in the capital project plan, the college typically amasses capital funds in the year and then expends about the same amount. The number this year also includes \$1.2 million toward the payment on the Certificates of Participation. A Trustee asked for a reference to the reserve for construction in the executive summary. Mike Kelly agreed to include this in the next budget and noted that there were no changes from the budget presented at first reading.

ON MOTION OF RICHARD BOND, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE PROPOSED BUDGET FOR FY 2008-09, ON FINAL READING.

b. Appropriations Resolution FY 2008-09

Dr. Liddell reminded the Board that the appropriations resolution must follow budget approval to fund the budget. She asked the Board to appropriate funds to cover the budget in the amount of \$71,410,171.

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

c. Rescission of Policy 1-401 Academic Council (First Reading)

Dr. Liddell informed the Board that this policy is to be rescinded due to the fact that the Academic Council no longer exists. This is part of the clean up of the Policy and Procedure Manual.

ON MOTION OF WALT RICHTER THE BOARD UNANIMOUSLY VOTED TO APPROVE THE RESCISSION OF POLICY 1-401 ACADEMIC COUNCIL, ON FIRST READING.

d. Rescission of Policy 4-703 Academic Dean Selection Process (First Reading)

The policy was developed to allow for a separate process for academic dean selection. This process has been incorporated into the general hiring practices reflected in current policy and procedure, thus there is no need to have a separate policy.

ON MOTION OF MIKE GEILE THE BOARD UNANIMOUSLY VOTED TO APPROVE THE RESCISSION OF POLICY 4-703 ACADEMIC DEAN SELECTION, ON FIRST READING.

- e. Request for Emeritus Status - Don Plant
Dr. Liddell told the Board that Mr. Plant has almost become a fixture at Board meetings. The nomination was put forward by Carol Heglund, but Dr. Liddell encouraged the Board to grant emeritus status to Don Plant.

ON MOTION OF SANDY NEB THE BOARD UNANIMOUSLY VOTED TO APPROVE EMERITUS STATUS FOR DON PLANT.

- f. Annual Review of President's Contract
The Board postponed consideration of action item VII f until after meeting in executive session.

VIII. Comments from Board Members

- **Walt Richter noted that he read in the newspaper that the District 6 Superintendent may be leaving. This would leave a vacancy and the need for a search committee. It would be nice in light of the partnership between the college and district if a senior management member or a trustee was invited to sit on the committee. Dr. Liddell asked if Dr. Richter wanted the college to formally communicate the request to the district.**
- **Richard Bond told Dr. Richter that it would be nice to be included, but the college doesn't want the school board to feel compelled to do so. He would not recommend a formal request. Dr. Richter agreed.**

IX. Comments from Board Reps

- a. Faculty (Marsha Driskill or Tracy Trenam, ACEA Board Reps)
Marsha Driskill told the Board that faculty endorsed the position of emeritus status for Don Plant, stating that he did a tremendous job working with faculty in all phases of the new building process.
- b. Aims Staff Association (Jeff Smith or Bonnie Steele, ASA Reps)
Bonnie Steele introduced Jeff Smith as the new board representative for ASA.
- c. ASACC (Dan Beale, ASACC President)
Dan Beale, the new president of ASACC, reported that the ASACC Board is planning a retreat in early August, working on Constitution Day programs and voter registration activities, as required by the federal government to maintain funding.

X. Adjourn to Executive Session

Board President Beth Bashor asked for a motion for the Board to adjourn to executive session to discuss personnel issues, as allowed by CRS 24-6-402(4)(f).

ON MOTION OF MIKE GEILE, THE BOARD UNANIMOUSLY VOTED TO ADJOURN TO EXECUTIVE SESSION AT 3:12 PM.

XI. Reconvene in Regular Session

Board President Bashor reconvened the Board into General Session at 4:20 PM. The Board then acted on Action Item VII f – Annual Review of President’s Contract.

ON MOTION OF RICHARD BOND, THE BOARD UNANIMOUSLY VOTED TO EXTEND DR. LIDDELL’S CONTRACT THROUGH JUNE 30, 2009, AWARDING A 6.5% SALARY INCREASE AND AN ADDITIONAL \$4000 TO DEFERRED COMPENSATION.

Dr. Liddell thanked the Board for their consideration. Trustee Mike Geile told Dr. Liddell that, the Board owes her a round of thanks for what has been done this year, including the interesting time with the legislature, adding that this institution has been built by people committed to it and the quality is obvious.

XII. Adjourn

ON MOTION OF RICHARD BOND, THE BOARD UNANIMOUSLY VOTED TO ADJOURN AT 4:22 PM.

Sandy Neb, Secretary

Date