

**Aims Community College  
Board Meeting Minutes  
January 7, 2009  
Beaty Hall Theater**

**I. Call to Order**

The meeting was called to order at 2:48 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. Special presentation of diploma.**

College President Liddell noted that student Susan Stramel recently passed away after fulfilling the requirements for her degree. Dr. Liddell awarded the degree to Ms. Stramel, whose children Daniel Jones and Arianna Stramel, were in attendance to accept the award on behalf of their mother. Mr. Jones expressed his thanks to the faculty that taught his mother and to the college for the kind gesture of awarding her degree.

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

**ON MOTION OF MIKE GEILE, THE BOARD UNANIMOUSLY VOTED TO  
ACCEPT THE AGENDA AS PRESENTED.**

**IV. Citizen Participation**

Bob Vangermeersch, resident of Fort Collins, addressed the Board regarding the College Enrichment Option program in Loveland. He stated that he assumed that the college administration still intended to discontinue the CEO program and asked the Board to reverse this decision. He summarized his thoughts on the issue.

- a. The administration stated that the CEO option is not best business practice. Empty seats are not good practice. The CEO program brings a small amount of money into the college revenue, but something is better than nothing.
- b. Presence of senior students adds diversity to Loveland classrooms.
- c. The Lifelong Learning program isn't a good alternative because the cost is much greater for students.

Board President Beth Bashor thanked him for addressing the Board and said that the issue would be discussed during the President's Report.

**V. President's Report – Dr. Liddell**

- a. Berthoud Site Planning Update – Joe Bilotta

Mr. Bilotta shared a PowerPoint presentation with the Board to update them on the progress on planning and site development for the new Berthoud Campus. Mr. Bilotta covered the following points:

- Currently, he is working on developing the framework for the campus. This presentation will focus on the stages for development and growth on the site.
- While he has not ordered a soil bore, he has done utility, site drainage and access analyses, as well as a space requirement analysis based on program

information from the steering committee. The college is considering locating transfer courses at the site, in addition to programs on water treatment, manufacturing technology, energy applications and soils-surface management.

- This campus will look quite different from a normal campus. If the college establishes an institute for sustainability, the campus and facilities must reflect that focus.
- The entire campus will be designed on a sustainable basis. The campus will function as an outdoor laboratory, with areas designated for wind and solar energy, landscape and hardscape material testing, recycling and sustainable fuels use. Since the whole campus will act as a laboratory, there will be outdoor class spaces. There will be many elements that wouldn't be common on a typical liberal arts campus.
- It would also be important for the building to comply with LEED standards. Mr. Bilotta suggested that the college consider a silver level LEED certification.
- Initially the college will need about 65,000 square feet, which is about the same size as the new Allied Health Science building.
- There is potential partnership with the Berthoud community for athletic fields, it would be possible to place 2 soccer and 2 softball fields on the level portion of the land. This would be Phase 1 of the development.
- Phase 2 would include the 65,000 square foot building, parking areas and a facilities and operations building. This campus could also serve as a mass transportation hub if partnerships develop. Enrollment is difficult to estimate. The initial facility will support about 750 students. The current plan is for a single building, 4-5 stories tall with two wings that would allow for separate mechanical systems to meet needs of different programs.
- Phase 3 would bring additional academic space and support facilities to the site.
- The master plan will be completed in the next 2 -3 months. At the same time building programming will continue. The design process should begin late spring or early summer, with the grand opening set for fall 2011 if there are no delays.

A trustee noted that the college shouldn't get locked into a single technology, but should plan for adaptability; also as plans go forward, it will be necessary to perform a cost/benefit analysis. Another trustee commented that energy conservation is often expensive up front, but with good payoff in the long run. Mr. Bilotta replied that there will be many factors involved in the design of the building, including siting for wind and natural light, energy efficiency as it relates to materials and design.

ACEA Representative Marsha Driskill asked Dr. Liddell about the composition of the steering committee. The President replied that at this time the steering committee is made up of herself, much of Senior Management, David Laurence and Brenda Rask. This group is dealing with the site planning only and as they get to the building design, they will bring end users, including faculty and students, into the process.

b. Financial Update – Mike Kelly

Mike Kelly was present to answer questions, Dr. Liddell noted that the Board had just completed a work session with the County Assessor, as well as Carol Hogle and Mike Kelly to examine revenue trends for the College. The Board had no questions, but a Trustee noted that he feels comfortable that the institution is financially sound and has a good model in place to move the college in the right direction.

c. TPSALS (Division 3) Division Report – Dan Doherty

Each of the three academic divisions have been asked to present an update report annually. Dean Doherty gave a summary of his report to the Board, highlighting the following items:

- Some of the programs in Division 3 are growing others shrinking. Overall there has been a 4% growth in enrollment.
- Aims received the FAA-approved designation for the Air Traffic Control program shortly before the fall semester. With this late date, there was little time for marketing, but numbers should improve in the future.
- Automotive Collision and Auto Service programs are looking forward to their new home at Southgate in Windsor. The plan is to be operational at that site in January of 2010.
- The division is working on a new Public Safety Leadership degree and certificate. The curriculum is being developed in cooperation with local and regional fire, ambulance and police agencies.
- The Fire Science Department is hosting the Colorado Wildland College. Students participating represent 19 states and are focusing on forest and wildland fire and incident management. This event was scheduled to take advantage of available facilities between semesters.
- The Monfort Early Childhood Education Center (MECEC) received reaccreditation from the National Association for the Education of Young Children (NAEYC). This organization recently revised their accreditation levels and MECEC is one of the first 20 schools in the nation to receive the new level of accreditation.
- Aviation is looking at developing a new certificate in flight dispatch, which would be a 16-hour, accelerated delivery program. This program will be delivered in cooperation with Jeppeson. They hope to have this program going by spring semester 2010.
- Behavioral and social sciences are doing well. This department is looking at a possible new program in addiction counseling. There seems to be a need in Northern Colorado, but the department will first research the requirements and salary potential for graduates.
- The Criminal Justice program continues to grow slowly every year. This program has a very good reputation. The same is true for the police academy, which is limited in enrollment due to qualification of students and attrition due to their heavy schedule.
- Early childhood education has seen a boom recently due to “No Child Left Behind” act. Many people currently working in child care must seek education to continue in their current positions. This boom may drop off after the current employees have completed their requirements. Weld

County has formed an agreement with Aims to pay for people in county childcare centers to complete their required education.

- The Education program is working more closely with UNC. This will make it easier for UNC students to take some of our classes or for teachers who need to get recertification credits.
- Deans Doherty and Kahla are working on how public EMT or Fire Departments can get additional support from Aims, including seminars, non-credit classes and services. The most recent service is physical agility testing for fire departments. The department is also trying to expand the Fire Science program into evening or weekend delivery.
- Physical Education is starting two new classes next week, Ice Skating and Ice Hockey.
- MECEC has been working on bringing their cost recovery up, hoping they would eventually reach break even. Last year, they had a 71% cost recovery but in December their rate was 83%. Some of this may be due to canceling classes due to lack of teacher availability.

The Trustees thanked Dean Doherty for his report.

d. CEO Option at Loveland Campus

Dr. Liddell stated that she sympathizes with the CEO students from Loveland, adding that they have been receiving good benefits for several years and that is hard to let go of those benefits. She stated that this was originally a pilot program, but the college never went back to analyze it. The current campus dean brought the question to Chief Business Officer Carol Hoglund. Dr. Liddell reminded the board that decisions are carefully considered and, as this is an administrative decision, she is not asking for Board action, but for guidance. Ms. Hoglund reviewed how tuition is set, with in-district tuition being reduced by property tax. She added that the college cannot count a student toward FTE if they aren't paying regular tuition, unless the College receives offsetting revenue such as tax or scholarship funds. CEO students in Loveland received significantly reduced tuition, but there was no offsetting revenue for the college. She added that the Continuing Education Division has worked hard to develop the Lifelong Learning Program and that the course fees are set to cover the cost of classes.

Dr. Liddell recommended that the college should uphold the decision to discontinue the program, but since there won't be a Life Long Learning option in Loveland this Spring, the CEO option should continue until Fall 2009. Trustee Sandy Neb agreed that this was a good compromise and the rest of the Board concurred.

## **VI. President's Executive Summary**

Dr. Liddell briefly reviewed the following items:

- a. Trustees Mike Geile, Sandy Neb and Walt Richter, along with the College President will represent Aims at the ACCT Legislative Summit, February 9-11. With the new administration in Washington DC and new legislators representing the district, it will be very helpful for the college to be so well represented.
- b. The Spring College Assembly will take place on Thursday, January 8 from 10:00 AM to 1:00 PM. The speaker will discuss how brain science can help us understand the learning process and the needs of developmental students.

- c. The Colorado Wildland Fire and Incident Management Academy is taking place this week at the College Center. There will be about 660 participants on campus for the program. Governor Ritter has been invited to visit the Academy on Friday.
- d. It may be helpful to reschedule the May Board meeting. While the meeting cannot be cancelled due to the required first reading of the budget, it could be moved to May 8, immediately before the graduation ceremony. This would make it easier on the Trustees who must travel to the meeting. Dr. Liddell asked the Board to check calendars
- e. Even after students were dropped for non-payment, Spring enrollment is up about 10%, some of which is due to increased retention. Dr. Liddell thanked staff and faculty for their hard work to recruit and retain students.
- f. Aims will begin to offer concurrent enrolment classes at Frederick High School this semester and will expand offerings in Fall of 2009.
- g. Representative Glenn Vaad introduced a bill for this session, which would allow municipalities, rather than entire school districts, to join Local College Districts. This bill was developed in response to interest from Berthoud residents and town leaders, who will testify before the house committee. Dr. Liddell added that results of the survey of Berthoud residents were very positive. A Trustee suggested that we look into whether other municipalities would also be interested in joining the district.
- h. The Colorado Department of Higher Education announced that all state higher education funding will be cut at least 2.5%, with a possible additional 7.5% by the end of the first quarter. At Aims, all divisions will be asked to cut the equivalent of 10% of state funding from this year's budget. This represents about 800,000 college wide. Dr. Liddell emphasized that the college is not facing financial exigency and there are no plans to lay people off.
- i. Dr. Liddell and Carol Hoglund made a presentation to Loveland City Council about the Berthoud Campus and plans for the Loveland campus. Since the college won't close the Loveland site, we need to find programs that would be mutually beneficial and affordable.

## **VII. Consent Agenda**

- a. Minutes of the December 3, 2008 District Board Meeting
- b. Minutes of the December 12, 2008 Special Board Meeting

**ON MOTION OF MIKE GEILE THE BOARD UNANIMOUSLY  
APPROVED THE CONSENT AGENDA AS PRESENTED.**

## **VIII. Information Items**

- a. Board Calendar  
Dr. Liddell reminded the Board that she would like to move the May Board meeting.
- b. Course fees  
Carol Hoglund told the Board that a task force reviewed all fees. Some fees have increased, some have decreased, but the task force confirmed that all fees were necessary. Dr. Liddell explained that the college didn't want to charge unnecessary fees, so some were eliminated. She asked Dean Dan Doherty to explain the \$1000 fees on two aviation classes. Dean Doherty told the Board that these fees were for two Air Traffic Controller classes that required the use of new simulators. While he

would prefer not to charge \$1000, he said the fees will be used to purchase and maintain these simulators, which cost \$80-90,000. This program is a designated high-cost program according to the federal government and other schools in the country are also charging \$1000 or more. If we choose not to charge this fee, we would have to decide how to pay for the equipment. A Trustee commented that it is a benefit for students that Aims offers this program and it is reasonable that they should expect to pay more. Dr. Liddell told the Board that this topic is informational and that no action is necessary.

- c. Non-exempt Employee Hires:
  - Greta Hume, Instructional Lab Coordinator, Natural Sciences, non-exempt staff, replacement
  - Diane Seeley, Staff Executive, Fort Lupton Campus, non-exempt staff, replacement
- d. Retiring or Leaving Employ of the College
  - Elizabeth Banks, Staff Assistant, Loveland Campus
  - Alysyan Broda, Professor, Speech

## **IX. Action Items**

- a. Approval of Academic Master Plan  
Chief Academic Officer Donna Souther distributed a replacement for page 21 of the Academic Master Plan, which included a correction of a typo. Dr. Liddell reminded the Board that the Academic Master Plan is a year long process. Trustee Mike Geile noted that the plan is a very good outline of programs available at Aims, including programs for developmental students. Dean Souther thanked everyone who contributed to the final report.

**ON MOTION OF MIKE GEILE, THE BOARD OF TRUSTEES UNANIMOUSLY VOTED TO APPROVE THE 2008-09 ACADEMIC MASTER PLAN AS PRESENTED.**

- b. New Policy: 1-1100 Secure and Verifiable Documents – First Reading  
Dr. Liddell told the Board that CDHE has encouraged the adoption of a policy regarding the use of secure and verifiable documents to comply with state statutes. A Trustee asked for a punctuation correction in the policy

**ON MOTION OF SANDY NEB THE BOARD OF TRUSTEES UNANIMOUSLY VOTED TO APPROVE POLICY 1-1100: SECURE AND VERIFIABLE DOCUMENTS ON FIRST READING WITH THE CORRECTIONS REQUESTED.**

- c. Request for Sabbatical – Cathy Beighey, Social Science Department
- d. Request for Sabbatical – Evan Oakley, English/Science  
Dr. Liddell told the Board that the sabbatical plan for Cathy Beighey was included in the Board packet and the plan for Evan Oakley was distributed to Trustees before the meeting. She said that in each case, the department chair and dean supported the

requests and requested that the Board approve the sabbatical requests as presented.

**ON MOTION OF RICHARD BOND, THE BOARD OF TRUSTEES UNANIMOUSLY VOTED TO APPROVE SABBATICAL REQUESTS FOR CATHY BEIGHEY AND EVAN OAKLEY.**

**X. Comments from Board Members**

- **Trustee Walt Richter announced that Ruth Slomer, retired dean and faculty member, passed away in December. While at Aims, Ms. Slomer was involved with counseling, as well as the international and developmental programs. She also served on Greeley city council. She will be deeply missed and some of her colleagues will hold a memorial/celebration of life later in the spring. He also noted that the 2<sup>nd</sup> edition of the Aims magazine is very high quality publication. He said he particularly liked Tracey Trenam's travel article and the article focusing on Aims' math teachers.**

**XI. Comments from Board Reps**

- a. Faculty (Marsha Driskill or Tracy Trenam, ACEA Board Reps)  
Faculty representative Marsh Driskill reiterated Dr. Richter's comments on Ruth Slomer.
- b. Aims Staff Association (Jeff Smith or Bonnie Steele, ASA Reps)  
The faculty representatives had no comments.
- c. ASACC (Dan Beal, ASACC President)  
Dan Beal reported on the following items:
  - The ASACC Board just held their Spring retreat, to get geared up for next semester. The team came back full of ideas and enthusiasm.
  - ASACC will begin a new television program, Peer2Peer, to get information on student activities out to the community. Much of the shooting for this program was completed during winter break.
  - Zach Heimbegner joined Mr. Beal at the podium and showed the introductory graphic that will be used in the new show. Mr. Beal indicated that the show should continue from year to year.

**XII. Adjourn to Executive Session**

Beth Bashor asked for a motion for the Board to adjourn to executive session to discuss real estate and personnel issues and receive advise from counsel, as allowed by CRS 24-6-402(4)(a)(b) and (f). She stated that she did not expect any action following executive session.

**ON MOTION OF MIKE GEILE, THE BOARD UNANIMOUSLY VOTED TO ADJOURN TO EXECUTIVE SESSION AT 4:34 PM.**

**XIII. Reconvene in Regular Session**

Board President Beth Bashor reconvened the Board into General Session at 5:14 PM and the Board took no action.

**XIV. Adjourn**

**ON MOTION OF RICHARD BOND, THE BOARD UNANIMOUSLY VOTED TO  
ADJOURN AT 5:14 PM.**

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**Sandy Neb, Secretary**

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**Date**