

Aims Community College Board Meetings
Board Meeting Minutes
June 24, 2009

Beaty Hall Theater, Room 102

Aims District Board Meeting

I. Call to Order

The meeting was called to order at **2:38 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

Dr. Liddell informed the Board that she would have a short President's Report and asked the Board to add it to the agenda.

ON MOTION OF SANDY NEB, THE BOARD UNANIMOUSLY VOTED TO ACCEPT THE AGENDA AS AMENDED.

III. Citizen Participation

There was no request for citizen participation.

IV. President's Report – Dr. Liddell

a. Report on meeting with Berthoud Town Council

Dr. Liddell summarized her meeting with the Berthoud Town Council saying all town trustees, the town administrator and the town attorney were present. The representatives from Aims included Dr. Liddell, House Counsel Sandra Owens and Counsel Jackie Johnson. She shared the timeline for preparing the ballot question for the fall election, which would allow the question to be placed on the ballot.

Dr. Liddell said that she will return to Berthoud on July 7. She invited the trustees to attend with her to meet with the Berthoud Town Council.

b. CEO meeting with CDHE

Dr. Liddell reported that she recently participated in the CEO meeting with the Colorado Department of Higher Education (CDHE) and learned that there is some money in the form of construction bonding opportunities. In order to qualify for those bonds, the project would need to be shovel-ready. Junior college districts would qualify for this money. There will be more information available at the Board retreat in July.

c. President's Executive Summary

Dr. Liddell reviewed the following items with the Board:

- o Aims received the Texas Guarantee grant for the Emerging Scholars Program. The total grant funds received will be \$100 – 115,000.

- Construction on the Windsor Auto Center is ahead of schedule. Dr. Liddell attended an on-site celebration complete with lunch and tour.

V. Consent Agenda

- a. Minutes of the May 8, 2009 District Board Meeting

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

VI. Information Items

- a. Board Calendar
Dr. Liddell reminded the Board about their upcoming retreat on July 6 and the August 5 Board meeting in Loveland.

- b. Assurance on Federal Stimulus Money – Marsi Liddell
The President reported on the submission to the Colorado Department of Higher Education of the Letter of Assurance for Federal Stimulus Money. Due to the short deadline, Dr. Liddell received approval from board president Bashor to sign the document. The drawdown of money should occur in the next day or two.

- c. Continued Faculty Appointments for FY 2009-2010
- d. Continued Personnel Appointments for FY 2009-2010
Dr. Liddell pointed out the lists of continued appointments for faculty, staff and administrators.

- e. Retiring or Leaving the College
 - Mary Anne Dudley, Nursing Instructor, Allied Health and Sciences
 - Carol Hoglund, Chief Business Officer, Administrative Services
 - Karen Oldright, Staff Assistant, Fire Science
 - John Salnaitis, Program Coordinator II, Admissions and Records
 - Amy Szczepanski, Nursing Instructor, Allied Health and Sciences
 - Lorraine Wolfe, Grant Writer, Financial Services

- f. Completing Transitional Retirement
 - Karen Sell, Associate Dean, Fort Lupton Campus

Dr. Liddell praised Carol Hoglund for her contributions to the college and stated that her input is responsible for the strong financial status that the college is in. She added that even though this has been a tough year, the situation could get more serious as the state tries to work through the budgeting with reduced revenue. Aims will continue to reduce expenditures. It is the responsibility of the CEO and CFO to make sure the institution stays in the best possible fiscal shape.

VII. Action Items

- a. Approval of FY 2009-2010 Operating Budget, Final Reading – Carol Hogleund
- Ms. Hogleund presented the 2009-10 budget for the second reading, stating that there had been few changes since first reading. She added that the budget was developed using a conservative approach to protect institution. The State forecast indicates that funding will be grim for next 3-4 years. However, if the State cuts Higher Education any more than they already have, they will lose federal stimulus funding. Ms. Hogleund also indicated that district property tax revenues will be down in 2010-11. She then highlighted some important items incorporated into the budget.
- Tuition will be increased by 9% or only \$5 per semester hour for regular in-district tuition. A three tier differential tuition structure will be implemented. The Fire Science and Communication Media programs will be charged differential tuition. Ms. Hogleund referred the Board to page 4 of the budget book and summarized the various tuitions for in- and out-of-district tuition, as well as the differential tuition tiers. The impact of all tuition changes will equal \$2.6 million. Total student fees will increase as well, due to the projected 5% increase in enrollment.
 - There will be a \$1.4 million decrease in state appropriation. Property taxes were projected to decrease 12%. Even though this may be an exaggerated estimate for 2009-10, it will not be enough for the next year. Between decreases in appropriations and tax revenue it could mean a 20-25% decrease in revenues in two to three years time. Dr. Liddell told the Board that it is possible that the state will work toward a dedicated revenue for higher ed, most likely a tax that could be introduced in 2011. Ms. Hogleund added that the college is at the point that there isn't a lot of room to decrease expenses, other than salary. A trustee asked about estimates for revenue from the casinos. Dr. Liddell replied that a recent estimate from CCCS and the gaming industry indicated annual revenue of 10 million. If this is true, Aims and Colorado Mountain College could get \$800-900,000 to share. A Trustee asked how the college would ease the tuition increase for students with financial need. Ms. Hogleund told the Board that the impact would be balanced with an increase to financial aid of \$100,000, as well as funding available to student through CollegePromise. Another Trustee indicated that even with increase, Aims is a bargain for in-district students.
 - It was necessary to reduce expenditures by an additional 4.5%. As a result, there will be no raises; all out of state travel, with few exceptions, has been suspended, the operating budget has been reduced 5% at the end of the 08-09 budget and another 15% more in FY 09-10. There will also be adjustments to utilities including a hard shut down on Friday, Saturday and Sundays in the summer and Sundays during the school year; the standard temperature will be set to 68° in winter and 72° in the summer. Capital equipment funding will be reduced by 10% and custodial services will be reduced to 4 instead of 5 days. The College community has been very forthcoming in helping with cuts. The contribution to the budget reserve will continue at \$7 million, as this is considered one-time money and shouldn't be included in the operating budget. There will be no significant

changes to the restricted fund. Ms. Hoglund reminded the Board that while employees will not receive an increase in wages, the college will increase total contributions to benefits including the employer's share of PERA and the increase in the cost of health benefits.

- The final total expenditure budget is \$69,906,614.
- On request from a Trustee, Ms. Hoglund clarified the progress on facilities projects, stating that the renovation of the College Center and the T&I Building are both under contract. To break the contract would lead to a very costly penalty. The Promenade project is currently on hold, with the architectural work completed, construction can be postponed. Ms. Hoglund explained that the \$14 million expenditure in plant funds resulted from projects that will be paid out of capital reserve funding, including the Windsor Auto Center, and major/deferred maintenance. Many of these projects must be addressed whether we build or not. A Trustee noted that the College needs to communicate with the community why it is necessary to complete these two projects, but we won't do the work on the backs of employees or community. Another Trustee commented that the College should keep one-time money for construction and planned maintenance, as it would be foolish to move this money to the operating fund. Dr. Liddell noted that if the College were in financial exigency, the Board would certainly choose for people over projects, that is not the current situation.

ON MOTION OF RICHARD BOND THE BOARD VOTED UNANIMOUSLY TO APPROVE THE PRELIMINARY OPERATING BUDGET FOR FY 2009-10, ON FINAL READING.

- b. Appropriations Resolution FY 2009-10 – Carol Hoglund
Carol Hoglund reminded the board that the resolution is an annual requirement to ensure compliance with school board statutes. The appropriation will be revised if there are shortfalls or significant changes in the revised budget which would be brought to the Board no later than May.

ON MOTION OF SANDY NEB THE BOARD VOTED UNANIMOUSLY TO APPROVE THE APPROPRIATIONS RESOLUTION IN ACCORDANCE WITH CRS 22-44-103.

- c. Faculty Consultation Agreement 2009-2010 – Carol Hoglund
The Consultation Agreement is recommended to the Board by the consultation committee, which was made up of 3 faculty members, with alternates and 3 administrators, with alternates. The Agreement was modified due the fact that no employees will receive salary increases. Other changes to this year's agreement include a modification to load credit for online classes, tuition reimbursement benefit has been extended to other regional institutions, beyond UNC and will now include cost of fees, mini-grants will be available for special faculty projects and the academic calendar has been expanded to allow more flexibility of dates for faculty to fulfill their 166 days of contracted time.

ON MOTION OF WALT RICHTER THE BOARD VOTED UNANIMOUSLY TO APPROVE THE FACULTY CONSULTATION AGREEMENT AS PRESENTED.

- d. Revision of Policy 4-1600 Leave of Absence (Single Reading)
Dr. Liddell told the Board that several employees had encouraged a revamp of the sick leave policy as a cost saving measure and reminded the Board that Aims has offered a very generous sick leave allotment. The best practice for sick leave across the country is 8 hours per month rather than 10.67. If Aims conformed to this practice it could lead to savings of \$25 – 30,000
Susan Weber reminded the Board that three years ago they had reduced the maximum sick leave accrual from 2088 to 640 hours, with an annual payout of one-quarter of sick leave hours over 640. This payout is very unusual, but as this has been policy for several years, current employees have a quasi-property right in the current practice. Changes in Policy 4-1600 and its associated procedure 4-1600A will eliminate this payout for employees hired on or after July 1, 2009.

ON MOTION OF MIKE GEILE THE BOARD VOTED UNANIMOUSLY TO APPROVE POLICY 4-1600: LEAVE OF ABSENCE, AFTER ONE READING, AS ALLOWED BY POLICY 0-800: POLICY ADOPTION AND AMENDMENT, SO THAT THE COLLEGE CAN ADOPT SAID POLICY BY JULY 1, 2009, AS IT AFFECTS EMPLOYEES HIRED ON OR AFTER THAT DATE.

- e. Request for Emeritus Status – Pat Hergenreter
Dr. Liddell spoke in support of emeritus status for Pat Hergenreter and indicated that Dean Dan Doherty also supported the award of this honor.

ON MOTION OF SANDY NEB THE BOARD VOTED UNANIMOUSLY TO APPROVE EMERITUS STATUS FOR PAT HERGENRETER UPON HIS RETIREMENT.

VIII. Comments from Board Members

- **Richard Bond praised Carol Hoglund for her integrity and her contribution to the college. He also complemented the institution, Dr. Liddell and faculty for their ability to work together.**

II. Comments from Board Reps

- Faculty (Marsha Driskill or Tracey Trenam, ACEA Board Reps)
Faculty Representatives had no comment.
- Aims Staff Association (Karen Brighton or Jeff Smith, ASA Board Reps)
Karen Brighton informed the Board about upcoming summer events, including a barbeque and ice cream social. Contributions from these events would allow ASA to sponsor a peace pole.

- ASACC (Mike Price, ASACC President)
No ASACC representatives were present at the meeting.

III. Adjourn to executive session

Beth Bashor asked for a motion to adjourn to executive session to discuss real estate and receive legal advice from counsel, as allowed by CRS 24-6-402(4)(a and b). She invited Dr. Liddell, Sandra Owens, Carol Hoglund, Mike Kelly and Karoline Woodruff to attend.

ON MOTION OF WALT RICHTER THE BOARD ADJOURNED TO EXECUTIVE SESSION AT 3:57 PM.

IV. Reconvene

Beth Bashor reconvened the Board into regular session at **4:41** PM and took no action.

V. Adjourn

ON MOTION OF MIKE GEILE, THE BOARD UNANIMOUSLY VOTED TO ADJOURN AT 4:41 PM.

Sandy Neb, Secretary

Date