

Aims Community College Board Meeting
Board Meeting Minutes
August 5, 2009
Loveland Campus, Room 109

Aims District Board Meeting

I. Call to Order

The meeting was called to order at 2:54 PM by Board President Beth Bashor. Other Board members present included Richard Bond, Mike Geile and Walt Richter. College President Dr. Marsi Liddell was also in attendance. Trustee Sandy Neb was excused from attendance.

II. Additions/Deletions to the Agenda

There were no additions or deletions to the agenda.

**ON MOTION OF WALT RICHTER, THE BOARD UNANIMOUSLY VOTED
TO ACCEPT THE AGENDA AS PRESENTED.**

III. Citizen Participation

There was no request for citizen participation.

IV. President's Report – Dr. Liddell

a. Berthoud Campus Master Plan – Joe Bilotta, JBA, Inc.

Dr. Liddell introduced Joe Bilotta to present a brief update and answer any questions from the comprehensive report included in the packet. He indicated that there had been a few small adjustments:

- o The first phase will include utility infrastructure.
- o The revised budget will be about \$6 million less than that shown in the packet, due to adjusted square footage for first facility.
- o As the preliminary schedule was reviewed, it became obvious that the biggest challenge will be civil work. In order to meet the schedule in the packet it would be necessary to complete this parallel to work on the building design.
- o Dr. Liddell stated that with the economic downturn, the Board is examining debt feasibility. They participated in a work session on this issue, but no decisions have been made. They are waiting on the certification of values from the assessor on August 25. Mike Kelly and David Bell, of Piper Jaffrey, have developed a model that can be adjusted according to projected economics.
- o Mr. Bilotta indicated that the professional fees in the budget include engineering fee associated with civil work, which are higher than usual since we have raw land.
- o Mr. Bilotta indicated that the next phase would include trenching and installation of utilities, as well as a better definition of what is going to be in the building, which would allow a better estimate of costs. He also discussed the benefits of hiring a construction manager to coordinate team of designers and oversee proposed costs. Each of these activities can be

broken out from other parts of the project. Dr. Liddell asked for Board direction to issue an RFP for an architect to estimate costs on the facility. Mr. Bilotta indicated that the first third of the professional fees would cover design development and would allow a very clear estimate of costs.

- A Trustee commented that with wages frozen and a decrease in oil and gas values which are a major portion of our tax revenue, we would be best to just send out the RFP, but spend no more money until we see how the revenue numbers fall out. Dr. Liddell said that if the RFP is issued, by the time responses come in, the Board will know about tax revenue and can then decide about whether to hire an architect.
- A Trustee mentioned that the waste water treatment hasn't been resolved with Johnstown-Milliken. Mr. Bilotta said that the current plan includes a temporary treatment plant which will be very expensive. He has had verbal discussions about getting approvals for this temporary facility on Berthoud land. This unit could be sold when the permanent facility is hooked-up.
- Another Trustee asked if the seven shares of raw water purchased for the Berthoud campus will be enough or if more water will be necessary. Mr. Bilotta stated that it is expected that the purchased water will be sufficient, especially with the type of facility and landscaping planned.
- The Board asked how many credit hours will be needed at the facility to cover the costs of debt? Dr. Liddell promised to research this question.

b. Financial Report – Mike Kelly

Chief Financial Officer Mike Kelly pointed out that the first phase of the single audit is underway, so there may be some changes to the end-of-year report. The Board had no questions.

c. Foundation Update – Julie Buderus.

Julie Buderus was present to answer questions. Dr. Liddell told the Board that should they act on the election resolution, Ms. Buderus has identified volunteers from the President's Inner Circle to serve as an election issues committee.

d. Technology Update – Gary Bardsley

The Board thanked Gary Bardsley for his report and asked about the computer virus. Dr. Bardsley reported that the IT staff found the piece of equipment that was infected, removed and cleaned the equipment. He added that the conficker virus didn't become active on the published date, but hid until later.

e. Financial Aid Update (Institutional Funds) –Pat Matijevic/Teri Dorchuck

Teri Dorchuck addressed the board, regarding the distribution of financial aid, stating that during 08-09, \$750,000 was allocated for financial aid to students. She pointed out the first sheet and reviewed the specifics of the charts. In Academic Year 09-10, an additional \$100,000 has been allocated to offset the tuition increase. Changes in allocation shown in the charts are due to additional funds and two new areas for allocation. This year, a year-round pell grant will come into effect, so there will be fewer summer funds. Also newly approved for financial aid are 62 short term certificate programs that were not formerly eligible for financial aid because they are not 15 weeks long. Dr. Liddell asked activity in the financial aid department. Ms. Dorchuck answered that applications are up 46%, with an increase of over 30% in

VA benefits inquiries. There has also been a large increase in requests for professional judgments due to loss of wages, etc. Dr. Liddell told the Board that there has been a drastic improvement in the financial aid department in the last few years and thanked to Teri Dorchuck and Pat Matijevic for their work.

- f. President's Executive Summary
 - o Enrollment is up 28%, not including changes from the purge. Students are getting used to the fact that they have to pay at least 25% of their bill by the drop deadline.
 - o Even though the Iron Mountain Autoplex has closed, the Windsor Automotive Center continues on schedule. There will be many students who attend classes at the center.
 - o Six Aims students received their Bachelor's degrees through the Franklin University partnership
 - o Faculty will be back on campus soon. When they return, they will need to vote on the consultation agreement to finalize it.
 - o The President's Office received a letter from a nursing student, addressed to both Dr. Liddell and the Board. She suggested that the complaint go through proper channels. If the issue can't be settled, the issue it will be brought to the Board.
 - o According to HB 1039, veterans will all receive instate tuition. Many schools will offer this benefit to dependents as well. Dr. Liddell stated that she would bring a policy on this issue to the Board.
 - o The Learning and Organizational Development department reported a 14% increase in library traffic, with a 43% increase in electronic database usage. The department is also developing a new honors program and learning communities joining developmental and academic classes to increase student engagement.
 - o The auditors are on campus and beginning their annual process.
 - o In a recent "In-the-Loop," Dr. Liddell indicated that the governor had already sent his request to waive higher ed funding levels to the President, He has not yet done so, but may in the next day or two.

V. Consent Agenda

- a. Minutes of the June 24, 2009 District Board Meeting
- b. Employees
 - Raymon Brown, Developmental Math Instructor, Division 2, new position
 - Laurel Lalicker, Nursing Instructor, Division 2, replacement
 - Don Sosnowski, Associate Dean, Continuing Education Division, Administrator, replacement

ON MOTION OF WALT RICHTER, THE BOARD UNANIMOUSLY APPROVED THE CONSENT AGENDA AS PRESENTED.

Dr. Liddell asked to clarify the faculty consultation discussion from the last meeting. She noted that while the report indicated that the faculty consultation representatives agreed in theory to consultation report, faculty will have to actually vote on the agreement when they return.

VI. Information Items

- a. Board Calendar
 - o Dr. Liddell reminded the Board that the call for nomination for the upcoming election will be published in newspapers beginning today. Candidates can also pick up their packets and petitions beginning today.
 - o Convocation will take place on August 20. Supervisors are asked to encourage their employees to attend. The speaker is Kay McClenney who will discuss the results of the CCSSE survey.
- b. Non-exempt Employee Hires:
 - o Nicholas Armitage, Staff Assistant, Bookstore, non-exempt, replacement
 - o Russell Iverson, Staff Specialist, Learning and Organizational Development
- c. Retiring or Leaving the College
 - o Amy Riley, Anthropology Instructor, Division 3
 - o John Batchelor, Program Coordinator II, Advising, Student Services
 - o Rebecca Chandler, Staff Assistant, Academic Resource Center
 - o Linette Guy, Staff Executive, Learning and Organizational Development
 - o Connie Koenig, Staff Specialist, Continuing Education
 - o Pauline Montie, Accountant, Financial Services
- d. Correction to Faculty Appointments - Probationary Status List

Dr. Liddell explained that a faculty member had inadvertently been placed on the continuing contract list, but should have been on the probationary faculty list. The error has been corrected.

VII. Action Items

- a. Resolution to Approve Ballot Question regarding Berthoud Annexation

Dr. Liddell introduced Jackie Johnson, college counsel, and reviewed the history of the issue, stating that several months ago Berthoud town council expressed interest in joining the Aims District. Representative Glenn Vaad carried a bill which allows for a vote for annexation of the town. Ms. Johnson noted that the bill requires the Board of Trustees to refer the question to District voters. The Aims ballot language will be a ballot question, not a tax (Tabor) issue; however residents of Berthoud would be taking on a new tax if they vote for annexation, so all the requirements of Tabor go into effect for their election. She indicated that she is working with Berthoud closely, to make sure that it is handled correctly, but the language for the ballots is not finalized. After passage of today's resolution, the Board will be subject to Fair Campaign Practices Act. In this situation, it is important to say very little about the issue and not campaign. The issues committee will register with the Secretary of State and will be able to disseminate information on the issue.

A Trustee asked if the Berthoud ballot issue will include language that will take in the town of Berthoud as it exists in the future. Ms. Johnson replied that this will apply to the town limits as they currently exist and will include future annexations by the town.

ON MOTION OF RICHARD BOND THE BOARD VOTED UNANIMOUSLY TO APPROVE THE RESOLUTION TO REFER TO THE ELECTORS OF THE AIMS DISTRICT A BALLOT QUESTION CONCERNING ANNEXATION OF THE TOWN OF BERTHOUD TO THE DISTRICT. (SANDY NEB EXCUSED)

b. Policy 3-110 Institutional Partnerships (First Reading)

Dr. Liddell introduced House Counsel Sandra Owens who presented the policy for Institutional Partnerships as requested by the Board. She told the Board that this mechanism will allow better control over the use of human and capital assets.

ON MOTION OF MIKE GEILE THE BOARD VOTED UNANIMOUSLY TO APPROVE POLICY 3-110: INSTITUTIONAL PARTNERSHIPS ON FIRST READING. (SANDY NEB EXCUSED)

c. Policy 4-1525 Tuition Reimbursement/Tuition Scholarship for Employees, Dependents and Retirees (First Reading)

This new policy came about to combine three former policies and clarify benefits for employees and their dependents, as well as retirees. It specifies parameters for eligibility, including age, status and other sources of tuition scholarship. Accompanying procedures and forms have been changed to reflect modifications to the policy.

ON MOTION OF RICHARD BOND THE BOARD VOTED UNANIMOUSLY TO APPROVE POLICY 4-1525 TUITION REIMBURSEMENT/TUITION SCHOLARSHIP FOR EMPLOYEES, DEPENDENTS AND RETIREES ON FIRST READING. (SANDY NEB EXCUSED)

d. Rescission of Policies 4-1400, 4-1450 and 4-1500 on Employee/Dependent Tuition Benefits (First Reading)

Dr. Liddell explained that these three policies will be replaced by single policy 4-1525, so they will need to be rescinded.

ON MOTION OF RICHARD BOND THE BOARD VOTED UNANIMOUSLY TO APPROVE THE RESCISSION OF POLICIES 4-1400, 4-1450 AND 4-1500 ON FIRST READING.

e. Annual Review of President's Contract

Dr. Liddell stated that while her contract has not been finalized she felt it was important to state that she will not be getting a raise, just like other college employees.

Beth Bashor stated that the item will be held for discussion in executive session.

ON MOTION OF MIKE GEILE THE BOARD VOTED UNANIMOUSLY TO TABLE THE ITEM. (SANDY NEB EXCUSED)

VIII. Comments from Board Members

- **Richard Bond mentioned feeling irritated with people who are negative and say "it won't work," when we should ask how can we make something work, especially for students.**

- **Beth Bashor agreed, stating that people who make things work are what make the institution work.**

II. Comments from Board Reps

- Faculty (Marsha Driskill or Tracey Trenam, ACEA Board Reps)
The faculty representatives had no comment.
- Aims Staff Association (Karen Brighton or Jeff Smith, ASA Board Reps)
The staff representatives had no comment.
- ASACC (Mike Price, ASACC President)
Mike Price addressed the board and reviewed ASACC activities. The ASACC Board recently held their summer retreat. They will be assisting with the “Find Your Classes” sessions in Greeley, Loveland and Fort Lupton. There will be a “WelcomeFest” in Greeley on August 21. This event is for new students and will allow them to meet club representatives and get involved and engaged. ASACC and Student Life will also sponsor the greeting project on the first two days of classes to show students where their classrooms are and provide a friendly face when they get to campus. Loveland Campus will hold Fall-In on August 26, while Greeley Fall-In is on September 2. ASACC will also host activities for Suicide Prevention Week and will help with the 25th Anniversary celebration at the Fort Lupton campus on September 10. The Student Government Association will sponsor a debate for Board of Trustee candidates again this year.

III. Adjourn to executive session

Beth Bashor asked for a motion to adjourn to executive session to discuss personnel issues and receive legal advice from counsel, as allowed by CRS 24-6-402(4)(b and f). She invited Dr. Liddell, Jackie Johnson and Karoline Woodruff to attend.

ON MOTION OF WALT RICHTER, THE BOARD ADJOURNED TO EXECUTIVE SESSION AT 4:05 PM.

IV. Reconvene

Beth Bashor reconvened the Board into regular session at **5:19 PM** and stated that the Board has reviewed a draft contract and had some additional legal questions. They will consider these questions again at a future meeting when counsel has been able to research and report to them.

V. Adjourn

ON MOTION OF MIKE GEILE, THE BOARD UNANIMOUSLY VOTED TO ADJOURN AT 5:22 PM.

Richard Bond, Treasurer

Date