Aims District Board Meeting

I. Call to Order

The meeting was called to order at 2:36 PM by Board President Sandy Neb. Other Board members present included Mike Freeman, Mike Geile, Walt Richter and Larry Wood. College President Dr. Marsi Liddell was also in attendance.

II. Additions/Deletions to the Agenda

Dr. Liddell requested a correction to the agenda and indicated that item X: Reconvene into Regular Session should be removed, as the Board will not adjourn to executive session. She also indicated that it may be necessary to add an action item later in the meeting.

ON MOTION OF MIKE FREEMAN, THE BOARD UNANIMOUSLY VOTED TO ACCEPT THE AGENDA AS AMENDED.

III. Citizen Participation

Todd Richardson, Bureau of Land Management, and Jeannie Fullerton, Wildland Fire and Incident Academy, introduced themselves to the Board. Mr. Richardson thanked the Board, saying that the academy had tried to find a venue in the past, as well as a place to allow fire service personnel to earn academic credits. The partnership with Aims is creating a launching board for these people to consider pursuing higher education, which will be very beneficial to their careers. Aims and the Greeley community have been very welcoming. He shared some statistics from the program including 31 courses were included in the academy, serving 610 attendees and bringing $720,000 in economic impact to the community. Mr. Richardson shared the academy’s philosophy of providing safe, responsible, effective learning in an environment that promotes diverse education.

IV. President’s Report – Dr. Liddell

a. Financial Update – Dan Erbert

Mr. Erbert was present to answer questions and pointed out one correction in the finance report, stating that footnote C didn’t print, but references ARRA money. The financial services department is working on a better way to report the federal money in future reports. Mike Kelly stated that the Board had discussed using extra funds from the Certificates of Participation to pay off the higher interest bonds, but the loan documents specify that bonds can’t be called before 2016. Mike will use the money to make bond payments for the next couple of years.

b. Information Resources Update – Gary Bardsley

Deb Martinez was present to answer any questions. In response to a Board question regarding the reported 30,000 cyber attacks received by Aims on a daily basis, Ms. Martinez mentioned that the email system also screens out 150,000 spam messages each day. She indicated that the division has a very high standard for data security. The Trustees thanked the IT department for their work at the new Auto Center in Windsor. A Trustee asked about the resolution to the audit concern about passwords. Ms. Martinez stated that all Banner passwords have been updated and are now on a schedule for regular updates. She also said that Windows 7 will be installed beginning
in summer, since Windows XP support will soon end.

c. Foundation Update – Julie Buderus
Ms. Buderus presented a summary of her report, stating that the Foundation is nearing the end of the Capital Campaign in June, 2010. An additional $170,000 needs to be raised to meet the original campaign goal. The Foundation recently received a Boettcher Matching Grant for bricks and mortar. The effect of this grant, will allow donors to sponsor rooms at half price. A Trustee asked what events are planned to raise money or attract new donors. Ms. Buderus answered that the Foundation has developed a strong list of potential donors and events are effective in honoring donors, but don’t necessarily raise money.

d. President’s Executive Summary
Dr. Liddell reviewed the following items:
   o A copy of the report on the AQIP Quality Checkup Site Visit is included in the Board packet. This is the official notification from the Higher Learning Commission and was an excellent report with only two minor issues for review or improvement. The College will have the opportunity to update our Systems Portfolio, originally submitted in 2008. A panel will then be assigned to reaffirm accreditation, most likely in summer 2010. Dr. Liddell mentioned that the two reviewers, who visited in November, told her that Aims is following AQIP better than their own schools.

   o The final, certified results of the Trustee Election and Ballot Question are included in the packet.

   o Shannon McCasland has been nominated for The Chair Academy’s 2010 International Exemplary Leader Award. Dr. Liddell commented that she couldn’t think of anyone who is more deserving than Shannon. She is the co-director of student life and has been involved with the creation and management of the AAA classes.

   o The Franklin University Partnership agreement includes tuition compensation to Aims, this year equaling $3437.00. Dr. Liddell told the Board that she has been asked to sit on the Advisory Board of Presidents for partnership schools.

   o Janet Chase received the 2009 Outstanding Advisor Award for caring and dedicated service from the BACCHUS Network. The BACCHUS Network is a university and community college based network focusing on comprehensive health and safety initiatives.

   o The Associate Degree Nursing program was granted National League for Nursing Accrediting Commission candidacy status, with an accreditation visit scheduled in Fall of 2010. The effort to reach candidacy status has involved much hard work and Dean Souther and Associate Dean Nina Kirk have completed this effort in record time.
Dr Liddell said that she wanted to formally comment that construction of the Berthoud Campus is on hold until the budget issues are resolved. Several Trustees commented on the issue:

- There are many uncertainties in our revenue stream, including property tax revenue and the state appropriation. Tuition revenue is up, but won’t offset the loss in the other areas. Until we can grow college revenue, it is critical that we postpone construction. It would be financially improper to continue with campus construction at this time.
- At the December 2 retreat, we spent time with Mike Kelly figuring out, as best we can, what our revenues and expenses will be for the next four years. We agreed that our revenues need to go first to supporting and growing our current programs.
- The financial cliff come in the 2011-12 year, we must hold off until we see what happens then.
- This recession is a life changing recession. It will change employment in the businesses who will be hiring our graduates. We will see dramatic changes in the employment base. We need to make sure we are offering programs that will address the new reality.

Fort Lupton City Council would like to meet with Aims at one of their upcoming Council meetings. Fort Lupton city leaders have expressed concern about the future of the Aims campus and programs in the area. Karoline Woodruff will email possible dates and confirm Trustee participation.

The final audit report and management letter were distributed to the Board today. There should be no changes from the preliminary report presented to the Board in November.

Integrated Post-Secondary Education Data System (IPEDS) report. This organization publishes a report annually. First they collect data from colleges across the country and then compare data with like colleges. She pointed out some specific findings. When Aims is compared to a cohort of similar colleges, it registers four times as many Latino students, three times as many students are receiving institutional scholarships, we have slightly higher graduation rate and issue four times more certificates in a one year timeframe.

Peter Montez was planning to retire in January but has requested a change to his retirement and transitional year. Dr. Liddell said that she supports his request to delay retirement to end of the academic year, however transition would not be appropriate with the budget situation.

Coming later on the agenda are two action items requesting sabbaticals for ShawnaLee Washam and Anne Machin. Dr. Liddell reminded the Board that sabbatical leave is a privilege not an entitlement, but they do offer the opportunity for professional development for faculty members and the institution gains when they bring back new ideas or best practices. There were two more requests for sabbatical leave received for Rex Parr and Nickie Medina. Dr. Liddell stated that given budget constraints, it is
unlikely that sabbaticals will be approved for 2011-12 and 2012-13. However, the two additional sabbatical requests have been reviewed by the respective deans, who feel that they are good applications and she asked the board to consider approving all requests.

V. Consent Agenda
   a. Minutes of the November 4, 2009 District Board Meeting
   b. Notes from December 2, 2009 Board Retreat
      o Minutes from the December 11, 2009 Special Board Meeting

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

VI. Information Items
   a. Board Calendar
      Dr. Liddell reviewed upcoming dates from the Board calendar including the Martin Luther King Holiday and the AQIP Conversation Day on February 5. She also noted that the February Board meeting has been cancelled. The next Board meeting will take place in Fort Lupton on March 3, 2010.
   b. Academic Calendar for 2010-2011 Academic Year
      Dr. Liddell referred the Board to the summary of the 2010-11 Academic Calendar.
   c. Lab Fees for Academic Year 2010-2011
      Dr. Liddell said that if the Board had questions, the Academic Deans were available to answer them. The Board had no questions.
   d. Non-exempt Employee Hires:
      o Teshia Cordia, Accounting Technician, Financial Services, non-exempt, replacement
      o Dahl Gehle, Staff Assistant, Distance Learning, CED, non-exempt, replacement
      o Cody Hanson, Program Coordinator, Fire Science, non-exempt, replacement
      o Steven Neff, Building Systems Control Specialist, Facilities and Operations, non-exempt, replacement
   e. Retiring or Leaving the Employ of the College
      o Norbert Shea, Trades Instructor, Construction, Division IV
      o Terri Wagner, Associate Professor, Radiologic Technology, Division II

VII. Action Items
   a. Approval of Academic Master Plan
      Donna Souther was present to answer questions for the Board. With no questions, the Trustees complimented Dean Souther and her team for the thoroughness of the report.

   ON MOTION OF MIKE GEILE, THE BOARD UNANIMOUSLY APPROVED THE ACADEMIC MASTER PLAN AS PRESENTED.
b. Policy 1-290: Drugs and Alcohol, Revision – First Reading

House Counsel Sandra Owens told the Board that this policy had been revised to reflect current best practices. This also assures that our clinical faculty are in compliance with clinical site regulations. Trustees requested rewording for three areas of the policy:
  o “employees and students may not use drugs during working hours…” Please rewrite to indicate that drug use isn’t approved after work hours.
  o Please clarify that it is the College President who may permit serving of alcohol for special events.
  o Also clarify sanctions for students, since they cannot have their employment terminated.

Ms. Owens promised to make corrections for the second reading of the policy.

ON MOTION OF MIKE GEILE, THE BOARD UNANIMOUSLY APPROVED THE REVISION OF POLICY 1-290: DRUGS AND ALCOHOL ON FIRST READING WITH REQUESTED CHANGES.

c. Sabbatical Request – ShawnaLee Washam

Dr. Liddell told the Board that Dr. Washam wants to develop a course in environmental psychology and add elements in environmental psychology into other courses at the college. This should be an effective sabbatical and should bring positive changes for students, faculty and the college.

ON MOTION OF WALT RICHTER, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE SABBATICAL REQUEST FOR SHAWNALEE WASHAM.

d. Sabbatical Request –Anne Machin

Dr. Liddell told the Board that Professor Machin will focus on literature review and investigation of best practices for use of simulations and games for online instruction, as well as preparation of online curriculum for Philosophy 118, Introduction to Environmental Ethics. She has the support of Dean Reynolds and her department chair.

ON MOTION OF WALT RICHTER, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE SABBATICAL REQUEST FOR ANNE MACHIN.

e. Sabbatical Request –Rex Parr

ON MOTION OF MIKE GEILE, THE BOARD UNANIMOUSLY VOTED TO ADD AN ACTION ITEM TO DISCUSS THE SABBATICAL REQUEST FOR REX PARR.

Dr. Liddell told the Board that an email message sent from the academic deans to faculty members indicated that sabbatical requests were due by the end of semester. Two requests came in before deadline but after the first two requests had been received.

Mr. Parr’s request has the support of both his department chair and dean. He plans to research the inclusion of soft skills into CIS courses, feeling that
these skills will increase employability for students. Training for these skill sets could be used in several programs and should benefit the college as a whole. Dean Reynolds noted that this study is a follow up to a grant that brought funds to the college. Employers often comment that their employees need these skills. Dr. Liddell added that recent research through a Chamber of Commerce committee shows that soft skills are lacking in many potential employees.

**ON MOTION OF LARRY WOOD, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE SABBATICAL REQUEST FOR REX PARR.**

f. Sabbatical Request – Nickie Medina

**ON MOTION OF MIKE GEILE, THE BOARD UNANIMOUSLY VOTED TO ADD AN ACTION ITEM TO DISCUSS THE SABBATICAL REQUEST FOR NICKIE MEDINA.**

Ms. Medina’s request also has support from her dean and department chair, Evan Oakley. Dean Reynolds told the Board that she will use her time to redesign curriculum for English 090 and research methods to assist students who are transitioning from the highest level developmental courses to college level English classes.

**ON MOTION OF MIKE GEILE, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE SABBATICAL REQUEST FOR NICKIE MEDINA.**

VIII. **Comments from Board Members**

a. Mike Freeman: The auto center is tremendous, as is the excitement that teachers and students have about the facility. It’s good that the project was started two years ago, before the budget issues arose.

b. Larry Wood: These sabbatical studies point to the new world. One thing that is changing very rapidly in other countries is their advancement in electronics and communication. In our country, we have lost some of the drive in our younger people. We need to push to educate our students to use computers and communicate and compete in the coming world.

c. Mike Geile: Recently had the opportunity to experience the professionalism of the Media Services Department. My compliments to Dev Multer and Greg Driskill. What I experienced is absolutely outstanding and is more evidence that Aims offers many opportunities to the community.

d. Walt Richter: The AQIP Quality Check up is an excellent report. I was pleased that the College is doing so well in this area and working toward continual improvement. We should report on this to the community, because people in our service area need to know how well we are serving students.

e. Sandy Neb: The College will continue to provide quality programs even through the hard times we are facing. I hope everyone will take time to see the new Auto and Technology Center. It is wonderful.
f. Dr. Liddell: Enrollment was up about 20% until the drop of students who hadn’t paid their down payment. Currently, enrollment has rebounded and we should see double digit increases from Spring 2009 to Spring 2010. Students are looking to us to help them get training they need to get back into the workforce.

IX. Comments from Board Reps
   a. Faculty (Marsha Driskill or Tracey Trenam, ACEA Board Reps)- Professor Driskill addressed the Board. She noted that Todd Richardson had mentioned the difficulty of getting Wildland Fire Academy participants involved in higher education when they experience stereotyping. Ms. Driskill stated that sometime students stereotype themselves, but the faculty here never stereotype students. She then thanked Rebecca Dawson for her help with the progressive lunch in December. She also thanked the Board for confirming the discontinuation of funds for Berthoud Campus construction, adding that 55 faculty members signed a letter to the Board requesting this action.
   b. Aims Staff Association (Karen Brighton, ASA Board Rep) – Ms. Brighton reported that the Staff Association silent auction was successful, raising almost $1000. With the money raised, ASA offered $15 gift cards to staff who needed extra help with the holidays. Staff that received the cards were very grateful. She also told the Board that the Annual Staff Breakfast will be coming in April.
   c. ASACC (Mike Price, ASACC President) ASACC and New Student Orientation, in partnership with the Trio and Emerging Scholars programs, are presenting thirty iFocus academic workshops at 3 main campuses. Topics will range from online class orientation to stress relief and financial aid basics. ASACC and the College Program Council will offer the Spring Human2Human series, which will include programs on human trafficking, fatism, surviving the Rwanda massacre and Aims staff Sterling Jordan about his accident in Rocky Mountain National Park. Details will be available on the web. Student Programming Council will hold a Welcome Back Party for students, as well as Martin Luther King Day celebrations on all campuses. MyLife Peer Educators will be presenting a series of topics including cutting, eating disorders, hip-hop lyrics, and an evidence based prevention program focused on underage drinking.

X. Adjourn

ON MOTION OF MIKE GEILE, THE BOARD UNANIMOUSLY VOTED TO ADJOURN AT 3:49 PM.