Aims Community College Board Minutes  
Wednesday, April 7, 2010

Aims District Board Meeting

I. Call to Order
The meeting was called to order at 2:47 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
No additions or deletions were requested.

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

III. Citizen Participation
There was no request for citizen comment.

IV. President’s Report – Dr. Liddell
a. Financial Update – Dan Erbert
Mr. Erbert was in attendance to answer Board questions. In response to Board request he broke-out costs in the “Contracted Services-Other” account. Helicopter Training is the largest single portion of that category and now has a separate line on the “Operating Expense by Category” page. Mr. Erbert added that the makeup of the rest of the “Other” account is noted in the footnotes, which include $100,000 in election costs, almost $200,000 in Computer and Telecommunication Services and several other smaller groups. Chief Administrative Officer Mike Kelly indicated that this account would be broken out in reports on a quarterly basis. There were no other questions from the Board.

b. Division 1 Report – Jeff Reynolds
Dean Reynolds introduced Gina Jones who coordinated the Tax Help Colorado 2010 program. This program, funded by Piton Foundation, trains students in IRS tax rules then schedules them to prepare returns for community members. Aims students helped their clients claim $1,075,454 in tax returns or about 14% of the state total. Dean Reynolds told the Board that the program might be expanded to other campuses in the future. He then presented a summary of the Division I report included in the Board packet, including the following highlights:
   o Enrollment is up in Division 1
   o The online learning program is growing. The College recently adopted a new platform for online programs that will be beneficial to both students and faculty.
   o In the Career and Technical Educations (CTE) department, led by Associate Dean Brenda Rask, concurrent enrollment and the career academy continue to be very successful. Concurrent enrollment maximizes taxpayer dollars, as courses counts toward both high school graduation and college credits.
o In the last year, the art department put on eight exhibits in the gallery. The current exhibit features student work.
o The English department will once again host the annual conference on composition, which is attended by faculty from regional colleges and universities.
o Aims student radio will once again be on the air after a break of several years. This is possible due to the efforts of Jim Crandall, the communication media department and Sandra Owens. The updated radio booth in Beaty Hall will once again be occupied by student disk jockeys.
o Enrollment numbers at partner high schools include both guaranteed transfer courses and CTE programs. Since the College is expanding into the developmental educational area with some high school partners, the enrollment may include these students in the future.

c. Cathy Beighey – Sabbatical Report
Ms. Beighey thanked the Board for the opportunity to take a sabbatical and stated that she is now a more effective facilitator of learning. She then summarized her sabbatical report:
o Students have become very technologically sophisticated. As part of sabbatical project the Introduction to Sociology lectures were edited into portable mp3 files that students can to listen anywhere. This was especially useful for a learning disadvantaged student who needed audio learning.
o She also developed learning materials that focus the learning involvement on students, since successful students take personal ownership for their education.
o She also developed a classroom court, in which students play the part of lawyers to present their views on the affirmative action policy. Students must explain their position, but can change sides if they change their minds.
o Another assignment developed during sabbatical is the inquiry-based, student participation journal, which encourages students to actively engage in the learning process. It requires students to look for examples of gender identities, anomie and alienation in society, television violence and stereotypes; then write why the observed behavior illustrates the concept.
o She provided several additional examples of student-driven learning activity developed through her sabbatical.
o She concluded by commenting that while the development of these assignments was very time and labor intensive, she is a better facilitator of learning for today’s students.
The Board commended Ms. Beighey on her sabbatical projects and her report.

d. President’s Executive Summary
Dr. Liddell summarized several of the items included in the Board packet:
o Thanks to Gina Jones and Ellen Swieter on the Tax Help program. The program will definitely be continued in the future.
Dr. Liddell informed the Board that she is traveling to area service clubs with the presentation she shared before the beginning of the meeting.

- Board will tour the College Center in May and will tour the campus in June.
- Aims staff member, Shannon McCasland was presented with the Exemplary Leadership Award from The Chair Academy.
- Aims staff member Bethany DuBois was awarded the silver medal in the Novelty Advertising Award category for the National Council for Marketing and Public Relations (NCMPR). Her advertisement was designed to look like graffiti and was placed in local restaurant restrooms.
- She also referred the Board to several articles that were included as reading material for Board information.

V. Consent Agenda
   a. Minutes of the March 3, 2010 District Board Meeting
   b. Minutes of the February 24, 2010 Special Board Meeting

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

VI. Information Items
   a. Board Calendar

   Dr. Liddell reminded the Board about change of May board meeting to the May 7th before the graduation ceremony. The Board will be notified of the meeting start time.

   b. Retiring or Leaving the Employ of the College

   - Gary Bardsley, Chief Information Officer, Information Resource Management
   - Linda Neigherbauer, Director, Monfort Early Childhood Education Center
   - Jessica Schleicher, Student Services Specialist-Sr., Student Financial Aid
   - Lara Wiley, Head Start Program Coordinator II, Division III

VII. Action Items
   a. Medical and Dental Insurance Benefits for FY 2010-11 – Mike Kelly

   Chief Administrative Officer Mike Kelly told the Board that Aims is part of the insurance group that covers all state colleges. This spring the final numbers for medical and dental insurance reflected an 18.57% increase. To reduce the premium, the committee decided to increase the co-pay for urgent care, chiropractic care, MRIs and CT Scans, as well as vision care and add the Rx 4 tier for pharmacy, all of which reduced the total increase to 17.65%.

   Mr. Kelly stated that the College typically shares cost of insurance premiums with the employee – an average of 74% college/26% employee. If the percentage split remains at the current rate, employees would experience a significant cost increase, but at the Board work session, three other options were introduced. Mr. Kelly summarized the options:
- Board would “buy down” or cover the entire increase in medical/dental premium for benefited employees. This would leave the employees still bearing the cost of the 2.5% increase in PERA this year.
- Option 2 would increase the amount that Aims will pay. For employees on the lower end of the pay scale, this would cover a portion of the 2.5% PERA increase. For higher paid employees, it would cover less of the PERA increase.
- Option 3 is a further increase that would contribute more to covering the PERA increase.

Mr. Kelly restated that the plans help employees on the lower end of the pay scale more than those at the upper end.

Dr. Liddell asked the Board to consider any of these options as one time only plan to help employees, with no guarantee of continued increased benefits in the coming years. She reminded the Board that employees will have no raise and the increase in medical benefits and PERA contribution could add up to $800 for an employee on a family plan. Any of the options would provide greater benefit to employees who make less money. She restated that any increases in College portion of premium coverage would be for one year only. There would be almost no chance of this continuing next year.

Board President Sandy Neb asked how this information would be communicated to employees. Dr. Liddell answered that notice would be made in the AimsDaily and in the annual salary notification letter.

**TRUSTEE WALT RICHTER MADE A MOTION TO SELECT THE INSURANCE PREMIUM OPTION IN WHICH THE COLLEGE/EMPLOYEE SPLIT OF WOULD BE 90%/10% FOR SINGLE COVERAGE AND 80%/20% FOR FAMILY COVERAGE FOR FISCAL YEAR 2010-11 ONLY. THE MOTION WAS SECONDED BY LARRY WOOD.**

The Board discussed the issue including the following points:
- The additional employee payment to PERA will be for one year only.
- The College has the money available to help employees out this year.
- Employees obviously deserve this help, but as hard as it is, we need to be frugal in spending. We are making sure that they have jobs in the future.
- The first option would be revenue neutral to the institution.
- Helping for one year is reasonable. A $100 per month increase in insurance premium for an employee making $20,000 could be a rent or car payment.
- On employee paystubs, the college could indicate the regular pay and add another line indicating the one-year addition. This will make the addition benefit clear and can easily be removed next year.
- Since the institution won’t be paying the extra 2.5% PERA this year, there is additional money to help employees.
TRUSTEE MIKE GEILE REQUESTED A ROLL CALL VOTE:
MIKE FREEMAN: YES
LARRY WOOD: YES
MIKE GEILE: NO
WALT RICHTER: YES
SANDY NEB: NO

THE MOTION PASSED BY A VOTE OF 3 TO 2.

b. Administrative corrections to Policy and Procedure Manual (Second Reading)
House Council Sandra Owens reviewed the changes to the group of policies. She specifically discussed Policy 1-302: Aims Staff Association. On first reading of the policy, the Board had asked for further revision. Ms. Owens stated that the word represent had been changed to communicate, to remove any possible interpretation of staff having a right to consultation. In answer to a question about Policy 2-210, Ms. Owens stated that when a student uses the Fresh Start option, the record of the original course remains in the student’s record, but is not used to compute the grade point average and does not count toward total credit.

ON MOTION OF MIKE FREEMAN, THE BOARD UNANIMOUSLY APPROVED THE ADMINISTRATIVE REVISION OF A GROUP OF TEN POLICIES SECOND READING.

c. Aims Fellows Awards – Board Ballot and Announcement of Awardees
Dr. Liddell reviewed the criteria for designation as an Aims Fellow and stated that a super majority of votes was necessary for selection. Board President Sandy Neb announced the following recipients of the 2010 Aims Fellows Award:

- Beth Bashor
- Dr. Richard Bond
- Gerald Shadwick
- Jim Turner

The new Fellows will be invited to the May Board meeting for presentation of their awards.

VIII. Comments from Board Members
The Trustees had no comments.

IX. Comments from Board Reps
a. Faculty (Marsha Driskill or Tracey Trenam, ACEA Board Reps)
Tracey Trenam told the Board about a recent seminar on teaching writing across the curriculum led by Evan Oakley with the help of other Aims faculty. This is a great example of how teachers from one department are supporting learning across the campus. Another seminar sponsored by the social science department will be scheduled in the fall.

b. Aims Staff Association (Karen Brighton, ASA Reps)
Karen Brighton invited the Trustees to the annual ASA breakfast on May 13 at
7:00 AM at the Corporate Education Center. The breakfast serves as a celebration of staff members and their contribution to the College.

c. ASACC (Mike Price, ASACC President)
   ASACC is completing recruitment for next year’s board and will hold interviews soon. New officers will be introduced at the May meeting. Once again, ASACC is participating in Holocaust Memorial Week in April. Student government will also sponsor the popular E-Cycle event on April 22, allowing students and community members an opportunity to recycle their computers and electronic equipment.

X. Adjourn

   ON MOTION OF LARRY WOOD, THE BOARD UNANIMOUSLY VOTED TO ADJOURN AT 3:48 PM.

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Walt Richter, Secretary      Date