I. Call to Order
The meeting was called to order at 2:34 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 the addition of action item VIIf: Approval of the Sale of 6.11 Acres and an Oil and Gas Lease and Surface Use Agreement.

ON MOTION OF WALT RICHTER THE BOARD UNANIMOUSLY APPROVED THE AGENDA AS AMENDED.

III. Citizen Participation
Board President Sandy Neb introduced the Mayor of Fort Lupton, Tommy Holton, who addressed the Board. He told the Board that the City of Fort Lupton is not only working with many oil and gas companies, but is also getting requests to move training facilities into area. The city would like to see an increase in training programs offered since these programs might make the area more attractive. Dr. Liddell assured Mr. Holton that the College; including the Fort Lupton Campus, Career and Technical Ed programs and Continuing Education; would work with the city. A Trustee complimented the mayor on the recent advancements in Fort Lupton. Dr. Liddell also mentioned that Fort Lupton Middle School had been named best in the nation and offered her commendations to Superintendent Mark Payler.

IV. Consent Agenda
a. Minutes of the January 26, 2011 District Board Meeting
b. Employees: Administration, Faculty and Exempt Staff
   o Michael Millsapps, Chief Facilities Management Officer, Facilities and Operations, administrator, replacement position

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

V. President’s Report – Dr. Liddell
a. Financial Update – Dan Erbert
   Dan Erbert, Aims Budget Director, presented the monthly financial update to the Trustees, noting that the expanded report will continue to be included. A Trustee asked about general revenue, especially the $25 million in general property tax. Chief Administrative Office Mike Kelly said that the receipt of tax revenue is always a year in arrears and this was the amount received in this fiscal year. This amount included specific ownership tax and the bump in oil and gas, so it is higher than what was included in the budget. He also commented that employees have been doing a
great job of keeping costs down. A Trustee commented on the excellent job the College has done to decrease costs. Dr. Liddell added that a recent article in the Greeley Tribune misquoted the amount of cut we would realize from State allocations. They reported the $700,000 in cuts through the allocations, but didn’t include the almost $2 million in cuts through the ARRA stimulus money. The total decrease in funding through the state is $2,700,000.

b. Division III Report – Dan Doherty

Academic Dean Dan Doherty presented a summary of the annual update on Division III for the end of the 2009-10 Academic Year. He highlighted the following items:

- All divisions will begin to use a similar report format and structure to make comparisons between years and divisions easier.
- While both of the automotive departments are growing in enrollment, Automotive Service is growing slightly faster.
- The aviation programs are also growing nicely, with the strongest growth in Air Traffic Control. Numbers for the flight center are down in this report, due to a temporary hold on admitting new students last fall.
- The FAA is looking at this area for the location of a new training facility. Aims is working fairly closely with the FAA on some other projects as well. They have asked Aims to share a booth at a national conference in Denver and Aims will be highlighted as an educational provider.
- Early Childhood Education enrollment is flat. The most significant changes are due to the closing of Monfort Early Childhood Education Center. Since the closure of MECEC, it has been more difficult to set up clinical arrangements around the county, but students have an advantage of receiving a broader experience. An accreditation visit from the National Association for the Education of the Young Child (NAEYC) is scheduled for next fall.
- The education program, separate from the Early Childhood program, has no full-time employees. The major portion of course offerings are for current K-12 or higher education instructors who are required to take courses for certification or recertification. Most classes are offered on a part-time, evening or summer basis. Enrollments are down, partly due to discontinuing weekend classes.
- Enrollment in the math department is up mirroring the general enrollment increase at the College.
- Physical Education enrollment is flat or slightly down. There is only one full-time employee in the department. Last year 13,000 people (duplicated) used the facility.
- Enrollment in the psychology program is growing slightly. The department lost some enrollment when the College ended weekend classes.
- Social science enrollment is doing very well with many on-line classes.
- Enrollment in welding is almost flat, partially due to the limits of the facilities. For most day sessions, classes are full.

The Board discussed possible growth areas with Dr. Doherty, including the need for strong math and science background for engineering and utility careers and additional demand for welding with the increase in oil and gas drilling in Weld County. Dean Doherty also explained the need for general education classrooms at the Windsor Auto Center.
c. Nominations for Aims Fellows Awards
Dr. Liddell summarized the history of the Aims Fellows awards which recognize community advocates for the College and higher education in general. She also reminded the Board about the criteria for selection as an Aims Fellow and stated that the deadline for nominations is March 25.

d. President’s Executive Summary
Dr. Liddell presented a brief report on the following topics:
- The College received a copy of a letter of thanks from a former student to Aims instructor Evan Oakley, 10 years after she had taken his class.
- As part of the annual Tax Help Colorado project, funded by a grant from the Piton Foundation, Aims accounting faculty and students helped taxpayers receive over $405,000 in tax refunds in the first week alone.
- Aims Financial Aid staff participated in College Goal Sunday again this year. The event took place on the UNC campus and helped students with finding financial assistance to pursue any educational goal.
- Aims Math professor Shelly Ray Parsons recently completed work on her Ph.D. Dr. Liddell offered her congratulations to Dr. Parsons and commented that it is always good to have faculty receive their doctorates.
- Included in the Board packet was an article about a recent project in Costa Rica. Aims faculty member John Mangin participated in this project through a grant to increase practical knowledge in solar technology.
- Aims is once again working with lobbyist Tonette Salazar to influence outstanding legislation at the state level. There have been several bills that could be harmful to higher education and Aims. SB52 will specify goals for higher education. At this point, Aims isn’t included in this bill except by inference. The bill ties performance to funding and could possibly strip the Board of authority & autonomy. SB115 would allow the State to audit other government entities. Currently, Aims has been written out of the bill, but since this could change Ms. Salazar and Mike Kelly are monitoring the bill’s progress. Their concern is the time, effort and expense of complying with an audit. SB070 would transfer Individualized Education Plans (IEPs) from high schools to college and including this requirement in statute could cause additional expense.
- On May 9th, Aims will return to the summer workweek of four nine-hour days. Closing the college on Fridays in the summer has allowed the college to realize $1500-2000 savings each week. Friday closures have caused no impact to student learning, since there were few classes and very low usage of library and tutoring on summer Fridays when were we were open. The College will continue to monitor student interest in using the facilities on Fridays in the summer.
- Plans for Aims Community College Day are progressing. The event will take place from 1:00 to 8:00 PM on April 15. There are almost 180 sections scheduled at all the Aims campuses, for community members to get a taste of our programs. Dr. Liddell encouraged the Board to take advantage of this opportunity. This is a way for Aims to thank community members for their support.

VI. Information Items
a. Board Calendar
b. Proposed Budget Workshop – Wednesday, April 6, 2011 at 11:30 AM
c. Non-exempt Employee Hires:
   - Christina Ovalle, Staff Associate, Student Support Services, new position, grant funded

d. Retiring or Leaving the Employ of the College
   - Robert Easton, Senior Programmer Analyst, Institutional Resource Management
   - Susan Weber, Human Resources Director, Human Resources

VII. Action Items

a. Revision of Policy 0-600 Board Officer Responsibilities, First Reading
   Sandra Owens, Aims House Counsel, reviewed the revisions for Policy 0-600 Board Officer Responsibilities, saying that the changes had been made to better reflect state statutory language on the duties of officers of an elected Junior College District board. These changes were made pursuant to revision and review of the entire Policy and Procedure manual.
   A trustee asked about the wording on orders drawn upon the county treasurer. Ms. Owens recommended using this language because it conforms with state language even though it is obtuse and archaic. The Board President already countersigns all checks electronically. She continued by explaining that if the statutory language is adopted it protects the college because the assumption is that the college intends to comply with the law.

   ON MOTION OF LARRY WOOD THE BOARD VOTED UNANIMOUSLY TO APPROVE REVISION OF POLICY 0-600 ON FIRST READING.

b. Revision of Policy 2-400 Class Cancellation, First Reading
   Ms. Owens told the Board that Policy 2-400 Class Cancellation had been revised to allow more flexibility when a class needs to be cancelled for reasons other than short enrollment and align the policy with current college practices. In response to a Board question, Ms. Owens answered that this policy should not affect tenured faculty, since they have the right to displace part-time faculty if a class cancellation leaves them short of their required hours.

   ON MOTION OF WALT RICHTER THE BOARD VOTED UNANIMOUSLY TO APPROVE REVISION OF POLICY 2-400 ON FIRST READING.

c. Revision of Policy 2-500 Academic Degrees and Certificates, First Reading
   House Counsel Owens told the Board that the revisions to Policy 2-500 add current terminology to the list of approved degrees and certificates.

   ON MOTION OF MIKE GEILE THE BOARD VOTED UNANIMOUSLY TO APPROVE REVISION OF POLICY 2-500 ON FIRST READING.

d. Revision of Policy 3-850 Copyright, First Reading
   Ms. Owens explained the need for revisions to Policy 3-850, saying that it
was necessary to clarify the college’s support of copyright laws and to include more appropriate, contemporary language. In response to a question about copyright ownership, Ms. Owens answered that typically the organization that pays for the creation of a piece of work is the copyright owner. Aims has a few modifications to this practice, where the ownership of intellectual property, such as developed curriculum, is shared.

**ON MOTION OF LARRY WOOD THE BOARD VOTED UNANIMOUSLY TO APPROVE REVISION OF POLICY 3-850 ON FIRST READING.**

e. Designation of Election Official
Dr. Liddell reminded the Board that 2011 is an election year for three Board of Trustees seats. Up for election this year are the representatives for Districts A, B and E. In order for the Aims Junior College District to run an election, it is necessary for the Board of Trustees to designate an election official, who will administer the election process for Aims. According to Policy 0-600 Board Officer Responsibilities, the Board secretary is to serve as the election official, but the policy also allows special duties of the secretary to be delegated to a paid secretary appointed by the Board. While this policy is under revision, this portion of the policy remains unchanged.

**ON MOTION OF WALT RICHTER THE BOARD VOTED UNANIMOUSLY TO APPROVE THE APPOINTMENT OF KAROLINE WOODRUFF AS DESIGNATED BOARD ELECTION OFFICIAL FOR THE NOVEMBER 1, 2011 BOARD ELECTION.**

f. Approval of the Sale of 6.11 Acres and Oil and Gas Lease and Surface Use Agreement
College Counsel Stow Witwer addressed the Board and summarized the issues involved in this action item:

- Technological changes in directional drilling have facilitated an opportunity for Oil and Gas production on a small part of the Greeley Campus. Wells drilled at this location would produce oil from under the Aims campus and other nearby land.
- Board action would allow for the sale of 6.11 acres, north of College Drive. This is land that would be very difficult to develop with limited value from a commercial view, partly due to water lines that run under land.
- Aims would sell this land to Waltel Minerals LLC, with Adam Wallace and Brian Bartels as principals. Waltel will do all work necessary to receive city permits.
- The agreement would include a lease of all mineral rights under Aims to Petroleum Exploration and Management LLC and Synergy Energy.
- The land would be sold for $35,000. Aims would retain all mineral rights and retain significant control of what happens on that parcel. Aims would receive 16.67% royalty interest on the minerals recovered under the campus and also a 1% royalty on wells drilled under other adjoining properties. The College would also receive
$300 bonus for each mineral acre it owns, approximately 189 acres.

- The 16.67% royalty is the negotiated amount in the agreement. The financial risk and all costs go to working interest and they receive about 80% of the revenue.
- Drilling would take place soon and may cause some disruption to the College, but this could be mitigated by timing, equipment, berming, etc. There would be a maximum of 15 wells drilled from this site.

Dr. Liddell commented on some key issues, saying that this parcel of land is practically unusable. When the College was trying to sell land for development in 2007, there was not a use for this parcel due to the city water lines that run under it. The College would not be losing the mineral rights under the campus, but the lease would allow the College to offset a portion of state revenue loss, while causing little overall difficulty to the Greeley campus.

Faculty representative Marsha Driskill asked about the maximum length of the wells and whether there were any safety issues. Brian Bartels explained that by using directional drilling technology the site can accommodate up to 15 wells from small pad site. Each of these wells would be drilled 1000-1500 feet down, then at an angle out from that point. The bottom hole of the wells would be close to 7000 feet underground. Because the wells are so deep, there is no concern about the well bottom holes or bores. The only concern would be at the well head site, but this will be isolated and built according to setback regulations.

The Trustees discussed the issue and expressed their support of the plan.

ON MOTION OF MIKE FREEMAN, SECONDED BY MIKE GEILE, THE BOARD VOTED UNANIMOUSLY TO APPROVE AND AUTHORIZE THE BOARD CHAIR TO EXECUTE APPROPRIATE DOCUMENTS FOR THE SALE OF 6.11 ACRES AND OIL AND GAS LEASE AND SURFACE USE AGREEMENT, SUBJECT TO APPROVAL OF LEGAL COUNSEL.

VIII. Comments from Board Members
- Walt Richter. We heard that Aims participated in the College Goal Sunday to help students with the FAFSA application process. March 15 is the priority deadline for financial aid for Fall Semester. What does the College do to get the word out to students? Dr. Liddell responded that the College uses every means possible to send this message to current and potential students.
  Dr Richter added that the results of 2010 census are starting to be released and the College should reexamine Board districts as Board representation is determined by population.
- Sandy Neb – I always like it when we meet in Fort Lupton. Thanks to everyone who made the trip down.
IX. Comments from Board Reps
   a. Faculty (Marsha Driskill, ACEA Board Reps) none
   b. Aims Staff Association (Karen Brighton or Amy Kegg, ASA Board Rep)
      ASA will be holding a fundraiser on March 23 called the ASA Handmade Market. The sale will take place from 10:00 AM to 3:30 PM in the Fireside Lounge in Beaty Hall. Monies raised will go to the ASA scholarship fund. There are several ASA board positions are open for election this spring. Interested parties should contact ASA President Jane Hayes.
   c. ASACC (Robert Small, ASACC President)
      Iris Tun, VP of Campus Life, addressed the Board, filling in for Bob Small. She said that ASACC is planning daily activities for Aims Earth Week in April. On the 18th, students can learn about their carbon footprint and take a pledge to be green. All pledges will be displayed at the College. On the 19th, students can help with clean up on their adopted street, 20th Street in Greeley. Other activities include a viewing of the film, “An Inconvenient Truth,” an e-cycle event and a contest to build art from the contents of a single-stream recycling container to win a traveling trophy.

X. Adjourn

ON MOTION OF LARRY WOOD THE BOARD VOTED UNANIMOUSLY TO ADJOURN AT 4:01 PM.

_____________________________________   __________________________
Walt Richter, Board Secretary    Date