Aims Community College  
Board Meeting Minutes  
June 22, 2011  
Beaty Hall Theater, Room 102

Aims District Board Meeting  
I. Call to Order  
The meeting was called to order at 2:54 PM by Board President Sandy Neb. Other Board members present included Mike Geile, Mike Freeman, Walt Richter and Larry Wood. College President Dr. Marsi Liddell was also in attendance.

II. Pledge of Allegiance

III. Additions/Deletions to the Agenda  
There were none.

ON MOTION OF LARRY WOOD THE BOARD UNANIMOUSLY APPROVED THE AGENDA AS PRESENTED.

IV. Citizen Participation  
There was no request for citizen participation.

V. Consent Agenda  
a. Minutes of the May 4, 2011 District Board Meeting  
b. Continued Faculty Appointments for FY 2011-2012  
c. Faculty Retiring or Leaving the Employ of the College  
   o Rosalinda Chavez, Instructor, Nursing  
   o Tracey Trenam, Professor, History

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

VI. President’s Report – Dr. Liddell  
a. Financial Update – Dan Erbert  
   Dan Erbert, Aims Budget Director, presented the monthly financial update to the Trustees and presented the revised budget. The Board thanked administration, staff, and faculty for efforts in cutting approximately $6 million in labor and operation costs. Mike Kelly said the College has reduced the number of employees by 18 percent since fiscal year 2005-2006. Mr. Erbert clarified that an additional $1.5 million in the budget for the helicopter pilot program is passed on to the students through course fees.

b. Foundation Update – Julie Buderus  
   Foundation Director Julie Buderus presented a summary of the Foundation report, highlighting the following items:
   
   • The Capital Campaign has concluded, but fundraising is a continuing priority. Also, the Foundation is making strong progress in its movement toward self-sustainability.
• A Trustee asked if there is a timeline for the Foundation to reach that goal of self-sustainability. Ms. Buderus said the goal is targeted to be reached within four years. Starting this coming year, 25 percent of salary and benefits currently paid by the college will be transferred to the Foundation. In developing a quasi-endowment the intention is to cover some of the additional revenue that will be necessary for operational expenditures.

• A Trustee commented on a recent letter written to the college and the Foundation from outgoing Foundation Board member Doug Armbrust. The Trustee thanked Dr. Armbrust for his sentiments and for his six years of service to the college.

c. President’s Executive Summary

Dr. Liddell shared a brief summary of the following issues:

• The Aims Strategic Plan for the next three years was presented to the Board, and Dr. Liddell thanked everyone involved in preparing it.
  1. The Board said they are very proud of the Aims Strategic Plan and very impressed with the way it was produced.

• Senate Joint Resolution 11-014, recognizing February as Career and Technical Education Month, was received from the State.

• Two items from Phi Theta Kappa Honor Society were presented: The Aims Beta Kappa Lambda chapter fulfilled all requirements to be designated as a Five Star Chapter. Thank you to Ron Fay and Shawna Washam for serving as advisors and leading this continuous improvement. Also, Ron Fay received recognition from PTK for his 10 years of service as an advisor.

• A recent newsletter from Banner Health included an article on our Surgical Technology program. Dr. Liddell commented that it has been a banner year for Aims with national accreditation in nursing, Higher Learning Commission reaccreditation, Surgical Technology and Fire Academy for reaccreditation. She added that the College has received many comments that we’re doing a wonderful job.

• Melody Johnson, formerly with Colorado State University, has accepted the position of Internal Auditor, and will start on July 25, 2011.

VII. Information Items

a. Board Calendar

• October Meeting Date has been changed from October 5, 2011 to October 12.
• High Plains Chautauqua is August 2-8 on the Greeley campus.
• Convocation is set for August 18. Our keynote speaker is Rob Sherfield, who is the author of the AAA textbook.
• Car Show is set for July 16 at the Windsor Automotive & Technology Center.

b. Non-exempt Employee Hires:

• Continued Personnel Appointments for FY 2011-2012
  ▪ Dr. Liddell commented that recommendations from deans to increase the number of full-time faculty are being heeded.

c. Administration and Staff Hires
o Ty Bakel, Trades Specialist, Non-exempt staff, replacement position, Facilities & Operations

o Elizabeth “Liz” Schoeneber, Advisor (TRiO), exempt staff, new position, Student Support Services, Grant Funded

o Michelle Warehime, IT Support Specialist, Non-exempt staff, replacement position, Information Resources Management

o Sarah Wyscaver, Program Coordinator I (STEM), exempt staff, new position, Student Support Services, Grant Funded

d. Administration and Staff Retiring or Leaving the Employ of the College

   o Ty Melton, Controller
   o Tim Rees, Associate Dean of the Loveland Campus
   o June Small, Staff Specialist, Nursing, Allied Health
   o Don Sosnowski, Associate Dean for Continuing Education
   o Kristi Tegtman, Staff Assistant

VIII. Action Items

   a. Approval of FY 2011-2012 Operating Budget, Second Reading – Mike Kelly

      Chief Administrative Officer Mike Kelly led discussion on the following issues.

      o Revised budget includes $2.5 million for the Promenade and Road projects. In a work session the Board discussed increasing that amount to $3.3 million.

      o Overall Budget is at $68,889,875 million, Mr. Kelly recommended approval.

      o Dr. Liddell discussed expanding the scope of The Promenade project, which could include a new parking lot and reconstruction of the tennis courts. According to a report from Michael Millsaps, JB Engineering and Spencer Nichols, bringing the project total from $2.5 to $3.3 million would meet these objectives. Mr. Kelly reminded the Board that the tennis courts would have to be moved to make room for the road anyway. Ms. Neb said the tennis courts are in need of repair anyway, so it is more cost effective to complete the projects at the same time.

      o The Board commented that the future of the campus and the institution relies on maintaining high quality and easily accessible facilities. The cost benefit will be realized in the future as this is a first-class intuition that cares about students, faculty, employees, citizens, and the campuses. The road will also move traffic from the north end of campus where there will be heavy equipment operating, and will improve the flow of traffic.

      o The Board requested that Mr. Kelly prepare and amend the budget for third reading including the increased funding to the Promenade project.

         ▪ Seconded by Mike Freeman.

      o Budget will be amended to $69,689,875 for third reading.

ON MOTION OF MIKE GEILE THE BOARD VOTED UNANIMOUSLY TO APPROVE THE OPERATING BUDGET FOR FISCAL YEAR 2011-12, WITH AN AMENDMENT TO BRING THE PROMENADE AND ROAD CONSTRUCTION PROJECT BUDGET TO $3.3 MILLION, CHANGING THE
OVERALL BUDGET TOTAL FOR 2011-2012 TO $69,689,875.

b. Appropriations Resolution
Dr. Liddell presented the need to put forward an Appropriations Resolution requesting the Board hereby resolve that $69,689,875 has been appropriated to support the operations of the college.

There was no discussion.

ON MOTION OF LARRY WOOD THE BOARD VOTED UNANIMOUSLY TO APPROVE THE APPROPRIATIONS RESOLUTION.

c. Revision of Policy 3-400 Reporting Requirements, Second Reading
Bethany DuBois presented in place of Special Assistant Sandra Owens. The Reporting Requirements Policy has been rewritten to clarify the institution’s intention to comply with reporting requirements of all relevant agencies. New language also specifies that approval of reports is required before submission to requesting agencies. An additional amendment as requested by Board on first reading is printed in blue.

There was no discussion.

ON MOTION OF LARRY WOOD THE BOARD VOTED UNANIMOUSLY TO REVISE POLICY 3-400 ON SECOND READING.

d. Rescission of Policy 3-720 Food and Beverage Policy, Second Reading
Ms. DuBois reminded the Board of the recommendation that Policy 3-720: Food and Beverage should be rescinded, as it pertains to first right-of-refusal for catering, which is no longer available on campus.

There was no discussion.

ON MOTION OF MIKE FREEMAN THE BOARD VOTED UNANIMOUSLY TO RESCIND POLICY 3-720 FOOD AND BEVERAGE POLICY ON SECOND READING.

IX. Comments from Board Members

a. Mr. Wood commented on the aesthetics of the college, stating that we are good and we need to look good. Now that we have budgeted well, we need to spend what we budgeted to keep the college looking great. The Promenade project is going to be beautiful and a very positive move. Also, when you leave this meeting, please go see the beautiful art installation by g. mark lewis in Beaty Hall Gallery. He said that it is impressive.

b. Dr. Richter stated that he has received accolades from many of our taxpayers for Aims’ small tuition rate increase and for the 2-year plan to hold tuition constant. Dr. Richter commented on the unfortunate news in the press about other Colorado colleges’ steep tuition hikes, for example CSU at 20 percent, UNC at 13 percent, and Metro State at 23 percent increases. Dr.
Richter said it was a sad situation for the students of Colorado. But that he is delighted that students have an option of coming to Aims where they can take quality classes, transfer to universities and do so without incurring a huge amount of debt.

c. Dr. Richter also requested that the Library has a copy of the Budget, The Strategic Plan, The Academic Master Plan, and the Facilities Master Plan, made readily available to the public.

d. Chair Neb thanked everyone for their hard work.

X. Comments from Board Reps

a. Faculty (Marsha Driskill, and Trish Rand ACEA Board Reps)
   No comment

b. Aims Staff Association (Jayne Hays, ASA Board President)
   Ms. Hays gave a report on the results of the ASA Board election in May. Returning members include Jayne Hays as President, Allyson Byerly as Secretary, Darla Underhill as Treasurer, Jill Sandin as Greeley Representative, Diane Seeley as Fort Lupton Representative, Nan Printz as Loveland Representation. New members include President Elect Landon Lloyd, and Board of Trustees Representatives Karla Masters and Bob Small. Also, applications are available for five $100 gift cards to staff members who are pursuing a degree or certificate. The Handmade Market ASA fundraiser will again be held at Convocation and donations are being accepted.

c. ASACC
   No comment

XI. Adjourn to Executive Session

At 3:28 p.m. Board President Sandy Neb announced that the Board would adjourn to executive session so that they could discuss personnel matters as allowed by CRS 24-6-402 (F). She invited Marsi Liddell and Amy Kegg to attend the session.

ON MOTION OF MIKE FREEMAN THE BOARD VOTED UNANIMOUSLY TO ADJOURN TO EXECUTIVE SESSION AT 3:28 PM.

XII. Return to Regular Session

At 4:10 PM President Sandy Neb reconvened regular session of the Board meeting. The Board took no action.

XIII. Adjourn

ON MOTION OF MIKE FREEMAN THE BOARD VOTED UNANIMOUSLY TO ADJOURN AT 4:11 PM.