Aims Community College Board Meeting
Aug. 3, 2011
Loveland Campus
2:30 PM

Continuing Education Authority (CEA) Board Meeting

I. Call to Order
The meeting was called to order at 2:31 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. Minutes of the June 22, 2011 CEA Board Meeting

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

IV. Update on CEA Issues
Dean Steven Kahla presented the following information on Continuing Education programs, primarily for the month of June:

- Colorado First Grants
  - A grant for Leprino Foods was approved for approximately $62,000. Aims provides training and the State grants the college an administrative fee.
  - Three grant proposals with the State include Vestas in Brighton and Windsor and Nacelles in Brighton at $108,000 each.
  - The CEA is also working on grant proposals with UQM Motors in Frederick, which makes batteries for electric cars. The company has already received military grants to develop their technology.
  - Grant proposals are pending with the energy company, Specialty Parts, and with the call center, Teletech.
  - Dr. Kahla said he anticipates that all three Vestas grants will be successful and that the college has received positive feedback from the State on the UQM grant.

- The Flight Simulator logged 137 dry-lease hours
  - $44,000 in revenue was received through training eight pilots from five companies in the 142 certificate program.
  - A new Statement of Qualifications from the FAA was received for one year.

- John Hutson traveled to Fort Sam Houston to attend an advisory committee meeting for the distance-learning biomedical program.

- Ed2Go is a self-paced online program that provides more than 2,000. The cost is an average $99 per course. Ed2Go revenue was more than $1,000 in May and $2,000 in June.

- Building Highways CDOT grant is on hold until a truck can be secured for CDL training.

- 115 took the GED test. About 50 passed and 40 were incomplete.
  - A Trustee asked about the percentage of pass rates and Dr. Kahla emphasized that Aims is a test facility and students who take the test at Aims are not necessarily students who received training from the college.

- 22 people from Vestas took Work-Key testing.

- Activity at the Event Center was slower in June, which is normal.
• College For Kids had 40 students both weeks and the pre-engineering Legos class was the most popular.

• Enrollment for Intensive English this summer was about 5 or 6 students in each class.

• The high school concurrent enrollment was at 469 students in the spring semester for a total of 2,181 credits or approximately 73 FTE. This program is preparing to expand the concurrent enrollment program, which provides high school students with courses where they earn both high school credit and college credit.

• A Trustee asked about the GED test and inquired if it prepares students to take the Accuplacer. Dr. Kahla said that it does not. The Trustee asked if concurrent enrollment students are required to take the Accuplacer. Dr. Kahla said no because the high schools don’t require them to do so. All students who enter Aims as degree-seeking students have to take the Accuplacer unless their prior coursework or ACT scores allow them to enter the proper level courses without needing the assessment of the Accuplacer.

• A Trustee asked about enrollment in the Air Traffic Controller program, noting that the industry is expecting a large number of retirees in the near future.

  o Dean Doherty stated that the ATC program is operating at full capacity. He further explained that ATC professionals do not have to have a degree from an ATC program, but statistics show that students who are degreed fare much better on the FAA test that is taken in Oklahoma City, and are placed higher on the list for hiring.

  o The simulator room can handle a maximum of 12 students at a time. The program is very technology, space and people intensive. Enrollment is limited by the number of simulators and the number of qualified trainers. Aims is looking at increasing the number of simulators as well as hiring additional qualified trainers, but for now the program is filled with 50 students in each cohort annually. The college continues to monitor the FAA’s budget and their discussions about financing sources for the Oklahoma City testing center. The FAA may possibly contract operations to schools with ATC programs like Aims.

  ▪ A Trustee asked what percentage of our students have been placed so far. Dean Doherty responded that 10 have been placed and 40 are waiting for positions to open, but it is important to note that while there are great predictions of a retirement wave in the industry, it has not yet occurred. Dr. Doherty also noted that 95 percent of our students test in the highest level of proficiency.

• A Trustee asked why the Corporate Education Center charges vary. Dr. Kahla explained that depending on the size of the room, the technology, whether or not the client receives a nonprofit rate and if it is an internal use, the rates vary.

• A Trustee asked about growing the College For Kids program, more specifically if the College has the budget and human resources to expand it. Dr. Kahla explained that College For Kids is already subsidized by the college. The decision to increase that would be made by Dr. Liddell and Mike Kelly. The Trustee expressed interest in the history of College For Kids and its marketing potential. Dr. Liddell commented that her grandchildren loved the Legos class.
V. Adjourn

ON MOTION OF MIKE GEILE THE BOARD VOTED UNANIMOUSLY TO ADJOURN AT 2:51 PM

________________________________  __________________
Walt Richter, Secretary              Date
Aims District Board Meeting

I. Call to Order
The meeting was called to order at 2:51 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. Additions/Deletions to the Agenda
There were none.

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

III. Citizen Participation
No citizen participation occurred.

IV. Consent Agenda
   a. Minutes of the June 22, 2011 District Board Meeting

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

V. President’s Report – Dr. Liddell
Heather Lelchook thanked the Board and attendees for coming to Loveland. Ms. Lelchook took the Associate Dean position in Loveland in late April. She mentioned that she has been busy meeting with community members to learn what the educational needs are in Loveland. Today is the last day of the summer semester and there were 170 students enrolled. At this time there are already 279 students registered for the fall semester. Ms. Lelchook has met with the City of Loveland about the Aerospace Clean Energy park, and Aims is helping to plan for future needs in programming to serve the ACE project moving forward. Also, the arts are very prominent in Loveland. Aims provides office space to the Creative Sector Arts Economic Development lead for the city. Ms. Lelchook said that the college is looking into helping grow the arts in Loveland.

   a. Financial Update – Dan Erbert
      o In addition to the regular financial reports, there is another report that includes a list of all the vendors paid for contracted services with CED and the rest of the college. A Trustee suggested the information might be something to share with the auditors. Mike Kelly agreed and emphasized that this report will be presented to the board every six months.
      o A Trustee inquired about the payment to the Adams County Sheriff’s Department. Mr. Kelly explained that the Aims Police Academy uses their facility for training our students.
      o A Trustee asked why the insurance on Aims property has increased. Mr. Kelly explained that by adding the Windsor Automotive & Technology Center and remodeling several buildings, the value of the college’s property has increased.
      o Mr. Kelly explained that the restricted funds are the remaining funds from the Certificates of Participation that were not used during construction of the Allied
Health Science Building. The College is currently paying down the principle on the COPs.

b. Division IV Update – Steven Kahla

- Applied Environmental Technology includes Building Construction, Building Trades, Sustainable Industrial Technology and Energy (formerly the MIST program) which has expanded adding more Green technology programs and certificates.
- Criminal Justice Police Academy enrolls 30 students per year.
  - These programs are housed primarily in Hansen, Allied Health and Sciences and the Public Safety Institute. Fire Science rents or leases other facilities, for example, students train at the Evans Fire Department’s site.
  - Medical programs require students to log hours at clinical sites, which are conducted at facilities all over Northern Colorado and Southern Wyoming.
- Dr. Kahla said his division relies on part-time instructors largely because the instructors in these fields are usually current practitioners. Specifically in the Fire program there are 78 part-time instructors, which can cause logistical concerns. The division is investigating other employment models and will likely present that to Senior Management in the near future.
- Looking at enrollment figures, the Applied Environmental Technology numbers are down, but this was expected because the MIST program was launched as part of a grant that provided free tuition for qualifying students. Once the grant expired, it is logical to expect enrollment decreases, but a FTE of 44 is still an acceptable level. The program is a focus for future marketing, specifically highlighting the courses in green technology, process controls and process efficiencies.
- Enrollment in the Criminal Justice program is at 130, which has been static for years.
- EMS and Medical Assisting enrollment changes are due to a restructuring of the timing the classes are offered.
- Dr. Kahla said that historically the Fire Science department offered volunteer fire fighters academies all over Northern Colorado as a community service, sometimes for just two people, but because of fiscal reality, interested parties are encouraged to come onto campus and enroll in classes.
- In the Criminal Justice program, 30 of 31 students passed their Peace Officer Standards and Training test on the first try, which is remarkable. Also the POST Board reaccredited the program for the next three years.
- An opportunity with the State of Colorado Humane Society animal control officers to provide field training has presented itself.
- The Fire Science department purchased a used truck from the Pierce firefighters using Perkins funds. This program was also reaccredited for five years.
- EMS Instructor Trisha Rand is an accreditation site visitor. She will also be the keynote speaker at Colorado Mountain College’s Convocation presenting on Pecha Kucha, which is a speed method of presenting PowerPoint.
- A Trustee commented that the county commissioners should be contacted regarding the end of the MIST program grant to see if something can be done to revive this grant. These programs provide job skills that are needed in this county, for example wind farms and gas and oil industries are growing rapidly.
in the region. The college and governmental entities should work together to improve the academic opportunities for people who want to go into these fields.

- A Trustee asked for a clarification on the EMS enrollment changes. Dr. Kahla said the figures from the prior year were miscoded, but it has been rectified and this is reflected in the updated numbers.
- A Trustee commented that the volunteer fire fighter academy should be looked at as a valuable community service, particularly for the rural areas that are included in the college’s taxing district. Dr. Kahla commented that our Fire Sciences Advisory Board is made of fire chiefs and fighters from across the service district, many of whom also teach in the program and they continually look at how to provide those types of services again. It has been suggested that if several smaller districts pooled their interests and made a larger class for the volunteer fire fighter academy, it might be more viable. Dr. Kahla said the topic is an ongoing conversation.

c. President’s Executive Summary

- Dr. Liddell gave the board members a copy of the most recent report from the National Center for Higher Education Management. The 67-page report will be presented to the CCHE. Aims is included in the report.

- Dr. Liddell presented an update on the oil & gas drilling project.
  - A neighborhood meeting held by Waltel Minerals and Synergy energy company was held recently for neighbors of the college. On July 26 a Planning and Zoning Commission meeting was held and the project was given unanimous approval to go ahead with the project.
    - Dr. Liddell met with Brian Bartels, Adam Wallace and Craig Rasmusson. They are proceeding on course and anticipate that the land will be prepared by August 17. The rig will be here by the end of September or early October and drilling will continue for about two months. There will be 18 feet of hay bales to abate the noise to campus, but there may be some noise for the neighbors. The college will not have to close 16th Street. The rig will most likely be brought in on the weekend. Sometime between now and December the project will be completed.
  - A Trustee asked if there is an indemnification agreement in place regarding the moving of the waterline. Mike Kelly confirmed that there is and emphasized that it is only an 8-inch waterline.

- Update on Promenade project
  - Preliminary work includes soils investigation, working with the ditch company, investigating the landscaping issues and parking plans, which have all begun. The construction likely won’t take place until later in spring or summer 2012.
  - The road from Westview parking lot will be taken out to 20th St. but because the 16th Street entrance won’t be closed, it is not as urgent.
  - Beaty Hall is being re-roofed. It is a bit noisy and smells of tar, but the project will be completed before school starts on the 22nd.
  - The College Center now has its official LEED certified plaque.
  - The Facilities and Purchasing parking lot is under construction to place a water drain and it should be done soon.
• Facilities has remodeled a space in General Services for the new Human Resources suite.
• Lieutenant Colonel Damion Cordova is now back from Afghanistan. During the September Board meeting. The college will officially welcome him back and thank him for his service
• Melody Johnson, the new Internal Auditor, was introduced.
• Assistant Director of Student Life Shannon McCasland has completed The Academy for Leadership Training and Development.
• The nursing program received full initial accreditation from NLNAC. Kudos to Dean Donna Souther and Program Director Nina Kirk.
• The college received a letter from Rep. Corey Gardner on HB 2117 in response to a letter asking the State Department of Education to allow us to do our job with minimal interference. The college is pleased that Mr. Gardner agrees.
• Dr. Liddell shared information from the Bell Policy Center and NCBR about the Lobato trial. The plaintiffs are suggesting that Colorado is not fully funding education to the tune of $2 to $4 billion a year and are asking the courts to find the funding situation unconstitutional. The Governor says if they win it will wreak havoc on the State’s budget because already 70 percent of the budget goes to K-12 education and it could move as high as 90 percent. It will be interesting to follow, particularly because Superintendent Lang from District 6 is an intervener on part of the plaintiffs.
• Of the 422 people who signed up at the Windsor Car Show, 32 requested a follow up communication about classes there and 20 new students actually enrolled because of that event.
• Our enrollment figures are up almost 10 percent for fall, and that will likely fluctuate somewhat before school starts, but we will likely have an increase in enrollment, mostly in Greeley and Fort Lupton.
• Today is the first day for candidates for our Board of Trustees election to pick up a candidate’s packet and begin circulating their petitions.

VI. Information Items
   a. Board Calendar
      o High Plains Chautauqua starts tonight.
      o Aug. 18 is Convocation.
      o Fall semester starts Aug. 22. Aug. 31 is Fall-In on the Greeley campus and Aug. 29 is Fall-In at Loveland.

   b. Administration and Staff Hires
      o Melody Johnson, Internal Auditor, President’s Office, exempt staff, replacement position
      o Kathryn “Kate” Gilbert, Staff Specialist, Nursing, Non-exempt staff, replacement position

   c. Administration and Staff Retiring or Leaving the Employ of the College
      o William Conoway, Trades Specialist, Facilities & Operations
      o Karla Masters, Staff Assistant, Admin Services-Aux Funds, Bookstore
      o Christina Ovalle, Staff Associate, TRiO Grant
      o Patricia Stephens, Student Services Specialist, Financial Aid Office
VII. Action Items
The Board has no Action Items to consider.

VIII. Comments from Board Members
• Board member Walt Richter thanked Fred Brown for hosting a great Car Show, and Amy Kegg for coordinating the Business After Hours event with the Chamber of Commerce. Both events were well-attended and served as great ways to promote the college. High Plains Chautauqua began last night and the community really appreciates that event and the support that Aims provides.
• Dr. Richter also brought forward a letter the Board will be sending to Rich Morris, chair of the Citizens Transportation Advisory Board. They recommended that the Red Route that serves Aims on 20th Street extend service from 1 hour to every half hour. They asked businesses who might benefit to write a supportive letter and plan to go before City Council on Aug. 9 to make a recommendation.
• Dr. Richter discussed the proposed Niobrara Energy Farm near Carr. He said that the college should be proactive in talking with County Commissioners to determine how Aims can help in developing programs to train employees for that project. Dr. Liddell said that she attended an event where the state geologist spoke and many leaders on the topic are willing to work with our academics to determine how best to move forward.

IX. Comments from Board Reps
a. Faculty Rep Marsha Driskill presented information about a cooperative agreement with UNC, where Aims will be offering a developmental math course on the UNC campus. She explained that while student admittance is based on overall ACT scores and sometimes students excel in other areas but underperform in math. They can take this class for free if they are already enrolled in 12 credits or more at UNC. This will be an Aims class, with an Aims instructor teaching Aims curriculum
   o Aims Staff Association Rep Michelle Brown updated the Board on the five, $100 Visa card awards that will be given to Aims staff who are pursuing higher education. The ASA Board is reviewing the applications and winners will be announced soon.

b. ASACC (Cristina Ortiz, ASACC President) There was no comment.

ON MOTION OF MIKE FREEMAN THE BOARD VOTED UNANIMOUSLY TO
ADJOURN AT 3:47 PM.

X. Adjourn