Aims Community College Board Meeting
Minutes, January 25, 2015
Beaty Hall Theater, Greeley Campus
2:30 PM

Continuing Education Authority (CEA) Board Meeting

I. Call to Order
The meeting was called to order at 2:35 PM by Board Chair Walt Richter. Other Board members present included Carol Ruckel, Mike Geile, Larry Wood and Mike Freeman. College President Dr. Marsi Liddell was also in attendance.

II. Pledge of Allegiance

III. Minutes of the December 7, 2012 CEA Board Meeting

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

IV. Update on CEA Issues
Mike Kelly provided the following update on projects for the month of December:
Colorado First and Existing Industry Grants Update: 714,000 in grants. Administrative grants usually get 8% with exception of the Teletech grant, which receives 8% of the first $100,000.
- Customized Training closed contracts include:
  a. $8,475 in customized training last month
  b. TAACCT Grant will coordinate with current Oil & Gas offerings through the Continuing Education Division
  c. CDOT Grant is in the process of being renewed for five years
- Flight Simulator: 39 hours of dry lease and 3 hours on the 142
- A focus will be put on promoting the Flight Simulator
- The High School Diploma program is moving to General Services
- The Event Center had 1,400 people for 30 events yielding approximately $3,600

There were no questions for Mr. Kelly from the Board.

V. Adjourn

ON MOTION OF MIKE GEILE THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE MEETING AT 2:39 PM.

________________________________   __________________
Mike Geile, Secretary     Date
Aims District Board Meeting
Minutes from January 25, 2012
Beaty Hall Theater 2:30 PM

I. Call to Order
The meeting was called to order at 2:39 PM by Walt Richter. Other Board members present included Mike Geile, Larry Wood, Carol Ruckel and Mike Freeman. College President Dr. Marsi Liddell was also in attendance.

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

ON MOTION OF MIKE FREEMAN THE BOARD UNANIMOUSLY AGREED TO APPROVE THE AGENDA AS PRESENTED.

III. Citizen Participation
There was no citizen participation.

IV. Consent Agenda
- Minutes of the December 7, 2011 District Board Meeting
- Posting location for Board Agendas and Notifications
  - A Trustee asked if a situation such as a conference call would create a quorum. Dr. Liddell said that it does.

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

V. President’s Report – Dr. Liddell
- Financial Update – Dan Erbert
  - Mr. Erbert presented to the Board on information through December.
    1. A Trustee asked for a synopsis of the $1.2 million increase over last year in the budget.
      a. Mr. Erbert said ARRA money was used in the past to offset salaries and the ARRA funding is no longer available. Also healthcare costs have increased. Additionally, some timing issues with billing related to certain expenditures play a part in year-to-year fluctuations.
      b. A Trustee pointed out that the actual budget is very close to the proposed budget.
  - Sabbatical Report – Rex Parr
    - Professor Parr thanked the Board for selecting him for the sabbatical, and then he explained his project.
    - His goal was to develop a Project Based Learning component for the CIS 118: Introduction to PC Applications course.
    - This aligns with the CATEP grant Mr. Parr is working on to develop students’ employability or soft skills that are highly regarded in technical positions.
o Mr. Parr’s project focused on having students working together to develop a travel project focusing on teaching the technical skills of importing and exporting data between programs, soft skills of working in a group, as well as presenting information to the class and ‘selling’ their finished projects.

o Parr thanked the Aims IT staff for helping with the project.

o A Trustee asked about CIS enrollment trends. Mr. Parr said all of his classes are filled to capacity.

d. President’s Executive Summary

o Dr. Liddell presented college enrollment numbers, which are down about 2 percent this semester. The Loveland campus is up about 10 percent, and the online program is up about 9 percent.

o Dr. Liddell discussed Lt. Gov. Joe Garcia’s visit to Greeley yesterday to hold community forums. Dr. Liddell attended the forum at UNC. The Lt. Gov. has a strong commitment to literacy and particularly how education institutions and the business community can support literacy. The model of the College Promise as a way businesses can support education through scholarships is well regarded.

o Dr. Liddell went to Fort Lupton to meet with Oil and Gas industry personnel and with Fort Lupton government employees regarding an opportunity in conjunction with the TAACCT grant to provide an Oil and Gas technology program in Fort Lupton. They are also interested in making sure there are facilities to accommodate these programs. There is an initiative coming through the Aims Foundation to provide an endowed faculty position for the Oil and Gas program, as well as to establish an Oil and Gas museum. There will be a work session prior to the March 7 Board meeting to discuss these initiatives.

o In Fort Lupton there will be an Agricultural Production and Agricultural Business program in the fall. Because agriculture is a quintessential industry in the region, the college is very pleased to be bringing this particular program to Fort Lupton.

o A student at the Loveland campus lost her wallet with her financial aid refund money in it. Another student found the wallet and returned it intact. Dr. Liddell expressed pride and gratefulness to the student for doing the right thing.

VI. Information Items

a. Board Calendar

o Wednesday, March 7, at 1:10 p.m. there will be a work session.

o The President’s Reception is set for April 19 at 3:30 p.m. at CED.

o Conversation Day with keynote speaker Joe Dittmar is Feb. 3 at 8:30 a.m.

o College Goal Sunday is an event to help students get help filling out their FAFSA and get information on financial aid. It is volunteer based, held at UNC on Feb. 12.

b. Administration and Staff Hires

o Tina Brown, Accounting Technician, Financial Services, Non-exempt staff, replacement

c. Administration and Staff Leaving the Employ of the College

o Steven Kahla, Academic Dean, Division IV/Continuing Education

o Debbie Barba, Data Specialist, Institution Effectiveness & Assessment

o Jared Fiel, Director II, Office of the President

o Darin Downs, IT Support Specialist, Information Technology
Roger Grimm, Program Coordinator III, Student Success Center

VII. Action Items

a. Board Emeritus status for Sandy Neb
   - Mr. Geile commended Sandy Neb for her leadership, courage and direction throughout her 8 years of service on the Board. When she sat as chair of the board, the institution was in a financial crisis due to the state of the economy. Some very difficult decisions had to be made, Mr. Geile said, adding that those difficult and tough decisions made then have helped us be where we are today. He said Chairwoman Neb was a great light that shone a bright light on the institution at that time.
   - Mr. Geile made a motion to place Sandy Neb into a position of Board Emeritus to Aims Community College.

   ON MOTION OF MIKE GEILE THE BOARD UNANIMOUSLY AGREED TO AWARD BOARD EMERITUS STATUS TO SANDRA L. NEB.

b. Approval of Academic Master Plan
   - Dr. Liddell thanked Dean Souther for her extensive work on the Academic Master Plan.
   - A Trustee asked about Windsor being designated as a “center” versus a campus. Dean Souther said that it is the correct designation in line with the Higher Learning Commission’s requirements.
   - A Trustee asked about how the Academic Master Plan will be affected by the state’s move to performance contracts. Dr. Liddell said that as the state moves forward with its strategic plan, the goals will transfer into performance contracts. The Academic Master Plan will be replaced by those performance contracts.
   - A Trustee asked if the performance contract will reflect the college’s AQIP goals. Dr. Liddell said that if it is not required, it would be wise to include them.
   - A Trustee commented that this document should be used as a marketing piece by economic development organizations to bring new business to the service area remarking that the AMP is a testament to the region’s dedication to education.
   - A Trustee said the document provided great insight in understanding everything that’s going on in the college.
   - The document is posted online and a Trustee requested a hard copy be placed in the Library.

   ON MOTION OF MIKE FREEMAN THE BOARD UNANIMOUSLY AGREED TO APPROVE THE PROPOSED ACADEMIC MASTER PLAN.

Dean Souther will submit the Approved Academic Master Plan to the Colorado Department of Higher Education.

c. Approval of Endorsed Diploma Criteria
   - Dr. Liddell explained that the Colorado Department of Higher Education, in an effort to increase the completion rate and matriculation of students from high school to college and limit the heavy ratios of remedial education required at the college level, has developed the Endorsed Diploma program. Criteria includes:
     - To establish and enact an individualized academic plan
     - Exhibit 21st century learning and life skills
     - Demonstrate academic excellence without need for remediation
The Governor has asked higher education institutions to collaborate with K-12 so that students could be accepted without further testing, and to approve this by the end of spring 2012 to go into effect academic year 2013-2014.

A Trustee asked if these students are taking college courses in high school, does that eliminate the need for the Accuplacer? Dean Souther said this is in addition to the Endorsed Diploma requirements, but to get it they will not be required to test into open admissions, moderately selective or modified open admissions institutions.

Sandra Owens said that a qualified approval would be appropriate at this time, as long as the statute pertains to junior college districts.

Ms. Driskill said there has been concern expressed from faculty because faculty has not had ample opportunity to review it. Aims did not have faculty representatives selected to serve on the state committee.

- Dr. Liddell said reiterated that a qualified approval is recommended at this time until it can be determined if it is in the college’s best interest and if the intention is to include Aims. Also, there are outstanding questions related to how this will affect pre-requisites. School districts are not required to participate in the Endorsed Diploma program.
- This initiative is related to the wording “Colorado Institutions of Higher Education” in the state statutes because, depending on how it is written, Aims may or may not be included.
- This does not go into effect until all respective boards approve the criteria for their respective institutions.

ON MOTION OF MIKE FREEMAN THE BOARD UNANIMOUSLY AGREED TO GIVE A QUALIFIED APPROVAL OF THE ENDORSED DIPLOMA, QUALIFIED BY WHETHER OR NOT AIMS IS INCLUDED IN THE STATUTE.

d. Revision of Policy 4-605—Acting and Interim Capacity, first reading

- This policy is revised to reflect current college practices regarding personnel who serve in interim and acting capacity and to allow flexibility for the institution to assign current employees to interim and acting capacity roles.

ON MOTION OF MIKE FREEMAN THE BOARD UNANIMOUSLY AGREED TO APPROVE THE PROPOSED POLICY ON FIRST READING.

e. Revision of Policy 4-305—Consensual Relations, second reading

- The recommendation is to rescind this policy as it conflicts with the Nepotism Policy, 3-300, which should control this situation.

ON MOTION OF MIKE GEILE THE BOARD UNANIMOUSLY AGREED TO APPROVE THE RECISSION OF THE POLICY ON SECOND READING.

f. Revision of Policy 4-900—Suspension and Termination of Support Staff, second reading

- This policy is revised to reflect correct legal and college practice regarding suspension and termination of staff and administrators.

ON MOTION OF LARRY WOOD THE BOARD VOTED UNANIMOUSLY TO APPROVE THE PROPOSED POLICY ON SECOND READING.

VIII. Comments from Board Members

a. Ms. Ruckel attended Lt. Gov. Garcia’s meeting at Del Rios Elementary in Evans. She said that favorable things were shared with partnerships with Aims and the school district. Ms. Ruckel shared that in southern Weld County an effort to prevent drunk
driving is under way. Also, the district is discussing expanding their collaboration with the Aims Fort Lupton campus with more concurrent enrollment programs and increasing the number of students matriculating from Aims.

b. Dr. Richter stated that there will not be a board meeting in February. The next meeting is slated for March 7 in Fort Lupton.

IX. Comments from Board Reps
   a. Faculty (Marsha Driskill or Patricia Rand, ACEA Board Reps)
      o There were no comments from faculty representatives.
   b. Aims Staff Association (Jayne Hays, ASA President)
      o Jayne Hays updated the board about the ASA Breather event, which included a book/movie exchange, and inspirational cards with vintage Aims photos, one of which included Dr. Richter when he was a professor at Aims.
   c. ASACC (Cristina Ortiz, ASACC President)
      o ASACC is busy as usual. The group held their spring training meeting to kick off the new semester. Orientations had good turnouts at all of the campuses. Also the Aims College Relay for Life team is beginning to organize for the March 30-31 event. Fort Lupton’s LULAC group won the Weld County Food Drive with 560 pounds and $319.

X. Adjourn

ON MOTION OF MIKE GEILE THE BOARD UNANIMOUSLY AGREED TO ADJOURN AT 3:58 PM.

________________________________   __________________
Mike Geile, Secretary     Date