Aims Community College Board Meeting
Minutes from June 27, 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
   a. Action Item VIIg, Pipeline Right of Way, first reading

ON MOTION OF MIKE GEILE THE BOARD UNANIMOUSLY AGREED TO APPROVE THE AGENDA AS AMENDED.

III. Citizen Participation
There was no citizen participation.

IV. Consent Agenda
   a. Minutes of the May 16, 2012 District Board Meeting.

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

V. President’s Report – Dr. Liddell
   a. Financial Update – Dan Erbert
      o There were no questions for Mr. Erbert.
   
   b. President’s Executive Summary
      o The college has renewed the College Assistance Migrant Program or CAMP grant. This $2.1 million fund works in collaboration with the University of Colorado and the Bueno Center to articulate Aims Fort Lupton students who come from an agricultural background on to CU to earn their bachelor’s degrees.
      o The Higher Learning Commission has approved the Associate of Applied Science and two certificates in Agribusiness and an AAS and two certificates in Production Agriculture to be based at the Fort Lupton campus.
      o Renewal of Lobbyist
         1. Dr. Liddell said that Antoinette Salazar done a wonderful job lobbying at the state for the college, and mentioned that now, with the impending departure of State Rep. Glenn Vaad, who has been a dear friend to Aims, the college will need a strong voice at the legislature more than ever.
         o An architect has been selected for the construction project in Fort Lupton and a committee is working on selecting a contractor. The project is slated to be completed in August 2013.

VI. Information Items
   a. Board Calendar
• June 28, State Board of Trustee Summit, 10 a.m. -1 p.m., Federal Reserve Bank
  ■ Performance metrics and contracts will be discussed and the state will receive input from trustees across the state.
• July 21, Aims Car Show, 9 a.m. to 2 p.m., Automotive & Technology Center, Windsor
• August 1, Board of Trustees Meeting, 2:30 p.m., Loveland campus
• August 8, Fort Lupton Chamber Meeting, 11:30 a.m. to 1 p.m.,
• August 16, Convocation, All-college meeting. Offices closed until 1 p.m. Speaker is Joe Dittmar, survivor of the 9/11 terrorist attacks.
• August 20, Fall Semester begins

b. Administration and Staff Hires
  • Dr. Liddell introduced the Board to several new employees who were present at the meeting including Dean Al Buyok, Oil & Gas Technologies Director Bruce Beardsley, Oil & Gas Career Coach Eileen McGaughey and Safety Director Todd DePorter.
    o Melinda “Mindy” Allmer, Staff Assistant, Non-Exempt, Staff, New Position, Bookstore
    o Nicholas “Nick” Betz, Program Coordinator I, Non-Exempt, Staff, Replacement, Emergency Medical Services
    o Paula Rodriguez, Program Coordinator III, Testing Center, Exempt, Staff, Replacement, Student Success Center
    o Todd DePorter, Safety & Security Coordinator, Exempt, Staff, Replacement, Facilities & Operations
    o Gail Odenbaugh, Accounting Technician, Non-Exempt, Staff, Replacement, Financial Services
    o Donna McEntire, Staff Associate, Non-Exempt, Staff, Replacement, Purchasing

c. Administration and Staff Leaving the Employ of the College
  o Teshia Cordia, Accounting Technician, Financial Services
  o Jennifer Malinski, Program Coordinator I, Division II
  o Steven Neff, Building Systems Control Specialist, Facilities & Operations
  o Gretchen Hume, Coord Instr’l Lab/LRC, Department: Division III, Natural Sciences
  o Sterling Jordan, IT Support Specialist, Information Technology: Retired
  o Tina Brown, Accounting Technician, Financial Services
  o Victoria Maloney, Program Coordinator I, Division II, Nursing
  o D. Scott Wilson, Safety & Security Coordinator, Facilities and Operations

VII. Action Items
  a. 2012-2013 Operating Budget, second reading
    o Dr. Liddell clarified the terms of raises for the 2012-13 fiscal year. Full-time employees will receive a 3% raise plus $1,000 which will be base-building. Dr. Liddell asked Board to clarify intentions for part-time raises.
    o A Trustee explained that the base-building $1,000 will assist those on the lower end of the salary matrix in addressing increased costs in benefits. Part-time staff are very important to the college and to reflect that, the Board agreed to provide raises to part-time employees at a 3.5% rate.
o The raises account for an additional $170,000 appropriated. Mr. Erbert noted that this does not affect the budget before the board today because that cost can be absorbed within the current parameters of the proposed operating budget.

ON MOTION OF LARRY WOOD THE BOARD UNANIMOUSLY AGREED TO ACCEPT THE 2012-2013 OPERATING BUDGET ON SECOND READING.

b. 2012-2013 Appropriations Resolution
   o On June 27, 2012 the Board hereby resolves that $81,976,085 has been appropriated to support the operations of the College, and that the College is authorized to make expenditures and incur obligations.

ON MOTION OF CAROL RUCKEL THE BOARD UNANIMOUSLY AGREED TO APPROVE THE 2012-2013 APPROPRIATIONS RESOLUTION IN ACCORDANCE WITH CRS 22-44-103 AS PRESENTED ON FIRST READING.

c. Faculty Continuing Employment
   o 13 faculty members recommended to renewal of probationary status; three faculty moving to non-probationary status and one faculty member continuing employment in non-tenure, non-due process status.
   o A Trustee asked for explanation on the status of the one non-tenured faculty position. Dr. Liddell explained that the faculty member is a joint faculty member between Aims and UNC who has been offered the opportunity to work for a market salary and the flexibility to work for both institutions rather than tenure track. The faculty member chose to non-tenured status.

ON MOTION OF MIKE FREEMAN THE BOARD UNANIMOUSLY AGREED TO RATIFY THE FACULTY CONTINUING EMPLOYMENT AGREEMENT AS PRESENTED.

d. Redistricting, second reading
   Redistricting of board member districts. Per CRS 23-71-110(4):
   A board of trustees may establish board member districts for its junior college district if it determines that such districts are in the best interests of the junior college district. Such board member districts shall be established on the basis of nearly equal population or on the basis of geography and population if the junior college district consists of more than one county.
   o After the results of the 2010 Census were published, it became apparent that the distribution of the district’s population has grown unequally. To ameliorate this, the following is proposed:
     ▪ District A represented by Carol Ruckel to include school districts 1, 3 & 8 for 16.35% of the district population
     ▪ District B, represented by Mike Geile to include school districts 6 & 7 for 20.60% of the district population
- District C represented by Mike Freeman to include school districts 2, 4, 9, 10, 11 & 12 for 18.41% of the district population
- Districts D, represented by Larry Wood to include school district 6 for 18.34% of the district population
- District E, represented by Walt Richter to include district 5 & 6 for 26.30% of the district population
  - Note that District 6 is the largest district and its population is split between Aims Districts B, D & E

**ON MOTION OF MIKE GEILE THE BOARD UNANIMOUSLY AGREED TO APPROVE REDISTRICTING BOUNDARIES PROPOSAL AS PRESENTED ON SECOND READING.**

e. President’s Evaluation/Contract: Executive Session
   Annually the Board of Trustees evaluates the performance of the President of the college and reviews the President’s contract. As per CRS 24-6-402(4)(f), the Board will discuss in Executive Session.

f. Policies and Procedures
   - 3-730: Solicitation and Loitering on Campus, second reading
     - Ms. Owens presented that the policy has been revised to include loitering, as generally defined by Colorado law, to provide a framework to assist in the control of persons who do not have legitimate business on campus. Loitering persons frequently pose a safety and security issue.
     - The administrative recommendation is to move to revise Policy 3-730 on second reading.
     - A Trustee expressed concern over the definition of loitering. Ms. Owens said that Aims generally follows Colorado law and loitering is defined in CRS18-9-112. Ms. Owens recommends a vague definition of loitering so that it can be applied to each specific situation.
     - The Trustee emphasized concern regarding application of the definition and a potential for discrimination in implementing the policy.
     - Discussion ensued among Trustees and Counsel.

**ON MOTION OF MIKE FREEMAN THE BOARD VOTED 4-1 TO APPROVE POLICY 3-730 SOLICITATION AND LOITERING ON CAMPUS ON SECOND READING. TRUSTEE RUCKEL CAST THE DISSenting VOTE.**

g. Pipeline Right of Way
   - To grant a pipeline easement for transportation of oil and gas from property adjacent to campus. Aims external counsel Stow Witwer summarized the issue related to our lease with Synergy for development of oil and gas. There is an existing pipeline along 47th Ave. but it needs to be completed out to the property where drilling is currently being done. Mr. Witwer mentioned that at least half of the pipe will be bored underground with no above ground obstruction. The
Right of Way compensation Mr. Witwer recommends is $4,000 from Synergy to Aims.
  o A trustee asked if the company would be using cathodic protection on the pipes and that sufficient safeguards are in place.
  o Craig Rasmussen from Synergy said that all work is done according to the City of Greeley and requirements of the state, both of which go beyond the minimum standards.
  o Dr. Liddell mentioned a degree of urgency in moving this forward because the wells are completed and ready to be hooked up. Mr. Witwer said that the next step is to put in the pipeline to be able to extract the oil and gas.
  o Mr. Rasmusson said once the temporary equipment is moved off site nine production tanks and five separators will remain.
  o A Trustee asked for confirmation that this right of way would not affect any future development of the cornfield. Mr. Millsapps confirmed that.

ON MOTION OF MIKE GIELE THE BOARD UNANIMOUSLY AGREED ON FIRST READING TO GRANT A PIPELINE RIGHT OF WAY TO SYNERGY FOR $4,000 FOR THE TRANSPORTATION OF OIL AND GAS.

VIII. Comments from Board Members
  a. Trustee Ruckel said the potential for an Oil and Gas museum on the Fort Lupton campus is still being discussed. The city of Fort Lupton is looking into paving all of College Ave. up to Road 9. Everyone seems to be excited about the new building on the Aims campus. Trustee Ruckel also emphasized that she is very cognizant of safety and security issues and concerns on campus. She emphasized that she voted against Policy 3-730 because she wants to make sure we do things in the fairest, safest, most constitutional way possible.
  b. Trustee Wood said he thought Mike Freemen’s eminent move to County Commissioner will be good for keeping the college in the minds of the commissioners and because Mike has the knowledge about the college and an appreciation of what the college contributes to the county. Mr. Wood will miss Mr. Freeman at the Board meetings and he wishes him all the luck. Also, Trustee Wood said he is glad that the college is able to provide salary increases to part-time employees, and he thanked Dean Reynolds for inspiring the concept. He also mentioned that he was glad that the college is in a position to be able to offer raises to all employees.
  c. Trustee Geile commended the College For Kids program. His grandson participated and Mr. Geile was impressed with the foresight the experience provides on what it is like to attend college and what high levels they can aspire to related to their education. Mr. Geile explained that he cannot attend the state Trustees summit to be held June 28 because he is chair of the United Way’s Homeless Task Force, which will be meeting at the same time. Mr. Geile would like to involve Aims in finding solutions for the homeless, some of whom are students at Aims.
  d. Chair Richter inquired about the issuance of an Annual Report to inform the community about what is going on at Aims. Dr. Liddell said the college regularly published one in August. Dr. Richter also commended Greeley Tribune Education Reporter Sherrie Peif, who was in the audience, for a well
written and researched article about the Aims Oil and Gas program expansion on the Fort Lupton campus. He also reminded everyone that there is no tuition increase this year. He asked everyone to be an ambassador for Aims and spread the word that Aims is the best investment in education anywhere.

IX. Comments from Board Reps
   a. Faculty (Marsha Driskill or Patricia Rand, ACEA Board Reps)
      o Marsha Driskill “did the math” regarding the salary increases and informed the board that for a full-time employee making $20,000 annually, the raise would be increase of 8% and for those earning $80,000, the raise would be a 4.25% increase. She thanked the board for approving the raises. She also thanked the legal department for expedited efforts in security, civility and student conduct code.
   b. Aims Staff Association (Michelle Brown and Ettie Arnold, ASA Board Reps)
      o Michelle Brown introduced Ettie Arnold who is filling the previously vacant position of Board of Trustee Representative. Other new members include President-elect Judith Baptiste and Greeley Campus Representative Gene Meier. An election wasn’t held because none of the races were contested. Returning Staff Association members include President Landon Loyd, Treasurer Darla Underhill, Fort Lupton Rep. Diane Seeley, Loveland Rep. Nan Printz, and Secretary Alyson Byerly.
   c. ASACC (Joseph Larson, ASACC President) Mr. Larson gave a report about student activities.
      o ASACC members will attend training related to team building and leadership. One will be held locally, and the ASACC retreat will be held in Florissant.

X. Adjourn to Executive Session to discuss personnel issues

ON MOTION OF MIKE GEILE THE BOARD ADJOURNED TO EXECUTIVE SESSION AT 3:42 PM.

XI. Reconvene to Regular Session

DR. RICHER CALLED EXECUTIVE SESSION TO ORDER AT 3:52 PM.

THE BOARD RECONVENE TO REGULAR SESSION AT 4:42 PM AND TOOK NO ACTION.

XII. Adjourn

ON MOTION OF MIKE FREEMAN THE BOARD ADJOURNED THE MEETING AT 4:44 PM.

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Mike Geile, Secretary                 Date