Aims Community College Board Meeting
Minutes from March 6, 2013
Loveland Campus, 2:30 PM

I. Call to Order
The meeting was called to order at 2:40 PM by Chair Richter. Other Board members present included Mike Geile, Carol Ruckel, Mike Freeman and Larry Wood. College President Dr. Marsi Liddell was also in attendance.

II. Additions/Deletions to the Agenda
- Dr. Liddell asked that a the consent agenda be amended to include a request from Chief Academic Officer Norwood to implement a $10 fee from the Association of Surgical Technologists that goes toward the cost of the national certification exam, bringing the fee for STE 179 from $237 to $247.
  o Dr. Liddell also requested the addition of Policy 1-290 Drugs and Alcohol on second reading

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

III. Citizen Participation
There was no citizen participation.

IV. Consent Agenda
- Board minutes for February 6, 2013

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

V. President’s Report – Dr. Liddell
  a. The Financial Update was presented by Dan Erbert
     A trustee asked if tuition, which makes up 92% of the budget, is still on target with the budget. Mr. Erbert said that, even though our tuition is down, the budget forecast is still correct.
  b. Division II Report: Dean Donna Norwood
     - Dean Norwood offered several highlights from the report.
       o Last year’s reorganization of academic programs moved Developmental Education under Division IV. Natural Sciences moved to Allied Health and Sciences, which is Division II, which aligns with many prerequisites in the AHS programs.
       o Pass rates for the college’s students who took the NCLEX-RN exam was 100% in 2012. Radiology students passed their national certification exams at 95% with a 100% pass rate for students who took the exam second time.
       o Prerequisites for Allied Health programs have been realigned to better prepare students to enter the Allied Health programs.
       o Learning and Organizational Development is focusing on developing technological resources.
         - A Trustee asked about the college’s collaboration with local school districts in providing an introduction to potential careers in Allied Health.
Dean Norwood explained that most of our med prep courses are offered in Fort Lupton in collaboration with District Re-8. The purpose is to introduce students to the health care fields, allow them to determine if it is the right career path for them, and to provide an opportunity for them to earn their Nurse Aide certificate, which is a prerequisite for any of the Allied Health degrees. It does not lead to credits toward the Nursing program, but it does fulfill prerequisites required for the Nursing program.

- District 6 works with Banner Health to provide Med Prep classes for their students. Aims is working to see how the college can provide course articulation equivalencies.

- A Trustee asked why some numbers in the report vary regarding Nursing five-year completion rates. Dean Norwood explained that the figures are pulled from various reports to different agencies and the definition of completion varies among agencies.

- A Trustee asked if money were not a factor, what two things would Dean Norwood want to implement. She said she would build a health clinic where students could get their clinical time, because the lack of available clinical spaces in the region is the single most limiting factor to the growth of the program. The other thing she would do would be to expand our academic support learning services facilities and access to resources, e.g. Library, Writing Center, Learning Commons area.

- A Trustee asked what is the difference between an RN from the Aims program or an RN from a four-year school. Dean Norwood explained that there are three paths students can take to be prepared to take the NCLEX: One is through a hospital, one is an associate degree and one is a bachelor’s of nursing. The NCLEX is the same for all of them.

- A Trustee asked about the eBrary collection. Dean Norwood explained that eBrary is just one of many electronic databases available at Aims. We still maintain about 35,000 items in our hardbound collection. The electronic databases are purchased based on suggestions from our advisory boards.

- A Trustee asked if all of our students have access to a computer. Dean Norwood said that most do, and the ones who don’t can use computers at the school, as well as laptops that are available for check-out through Learning and Organizational Development. The AAA courses do help students identify where they can locate resources to help them succeed.

- A Trustee attended the Library celebration and was impressed with the number of students engaged in tutoring and help sessions, as well as the level of technology that is available to our students at no additional cost to them.

c. Division III Report: Dean Dan Doherty reminded the Board of the Divisional changes that included science moving to Dean Norwood, Developmental Education moving to Dr. Buyok and adding construction trades, CAD, industrial design, oil and gas to Dean Doherty’s purview. Dean Doherty then covered some of the Division highlights.

  - The Automotive department’s service program is in the process of earning additional certification from the National Automotive Technical Education Foundation. The collision program just went through that process last year.
FTE is down a bit in social and behavioral sciences, which is in alignment with the college’s overall dip in enrollment this year.

In Air Traffic Control in 2011-12, 363 students across the nation took the exam and passed it, with all nine Aims students being part of that cohort. The average score of that cohort was 66%, and the Aims student average for the test was 77%—the highest average of all the schools. All of the Aims students are either working as controllers or waiting for a spot to open up with the FCC.

A Trustee asked if automotive students have to take the Accuplacer. Fred Brown said yes they do, adding that developmental courses are also offered at the Windsor Automotive and Technology center.

A Trustee asked about the Construction Trade program at Fort Lupton. All of the students in that program enrolled in the Career Academy, which is funded through CTE and Perkins funds.

A Trustee asked Dr. Doherty what he would like to implement if money were not an issue. Dean Doherty said the all of the Applied Energy and Technology programs combined should be a bigger portion of our FTE, and he would like to focus on growing them by finding the students, identifying scholarship and internship opportunities and remodeling their space.

A Trustee asked about alternative fuels programs and compressed natural gas fueling space. Fred Brown said we are looking at our existing diesel certificate and moving it toward an alternative fuel certificate working with the industries and regulators to develop it. The Trustee asked what the college would need in facilities and staffing to make this happen. There is space to expand at the Windsor Automotive and Technology Center.

Dr. Liddell commended all of the Deans for their work. She added that looking forward, we need to be flexible enough to be able to expand programs and develop new programs regardless of whether or not we have a new building. Her second wish would be to share the wealth with the employees who do the heavy lifting.

d. President’s Executive Summary

Dr. Liddell congratulated students Daniel Ruiz and Carrie Fredrickson who were named to the Phi Theta Kappa All-Academic Team.

A property appraisal report was provided to the Board, on highest and best uses for the College Park property, and one is forthcoming on the Berthoud property. It makes sense to discuss this further, probably in May after budget talks, occur and see what options the Board may be interested in pursuing in a work session.

Dr. Liddell approved two 110-day transitional retirement periods for Don Butler and Phyllis Gosch, and added an amendment to Tim McFerron’s request for a second 110-day transitional period.

Senate Joint Resolution 13-011 recognizes Career and Technical Education month.

Aims has been named to the United Way Centennial Circle for 2012. This is the highest honors to corporations, businesses and organizations for their outstanding generosity.

Dr. Liddell provided a legislative update to the Board focusing on two pieces of legislation that are moving quickly. The first is Asset Legislation which will allow undocumented students to receive in-state tuition. Our lobbyist expects it will pass at the end of this month and be implemented immediately. Students would have to
have attended three years in a Colorado high school. This is a big change from HB1031 which essentially disenfranchised those students. The second bill would allow military service members and their dependents to receive in state tuition. Dr. Liddell said that we do have an increasing number of veteran students and she expects that we will see more veterans and more of their dependents.

- Five vendors, all in the Greeley area, have received an RFQ for the sale of the Corporate Ed building. A mandatory pre-proposal conference will be held tomorrow to meet with those interested parties.
- The Colorado Commission on Higher Education is still working on aligning the performance contracts. The Lt. Gov. is working on how that funding model will work. Many colleagues are discussing using COF funds, which we don’t receive, or perhaps by enrollment figures. But Dr. Liddell reminded the board that it will likely be some time before the state funds higher education at the rate in which performance-based funding would be triggered.
- CCHE is also talking about a new mechanism to track high school graduates. They are planning this month to publish those results by county, school district and high school.
- Dr. Liddell requested that Mr. Hutson bring us more information from the work he is doing with the H1B Visa task force.

### VI. Information Items

#### a. Board Calendar
- March 6, Board of Trustees Meeting, Loveland, 2:30 p.m.
- March 11-15, Spring Break, no classes
- March 21-24, ACCT Governance Leadership Institute, San Antonio
- March 29, Human 2 Human Diversity Series, Through the Looking-Glass: A Journey Toward Global Citizenship, noon to 1:30 p.m., Beaty Hall Theater
- April 3, Board of Trustees meeting, 2:30, Beaty Hall Theater

#### b. New Hires
- Jack Southards, Facilities Project Coordinator, Full-Time-Non-Exempt-Staff, New Position, Facilities & Operations
- Twila Cullum, Student Support Specialist, Full-Time-Non-Exempt-Staff, Replacement, Fort Lupton

#### c. Leaving Employ of the College
- William Hernandez, Professor, Auto Collision Repair

### VII. Action Items

#### a. Designation of Election Official
- Per Colorado Revised Statute 23-71-110 (5) Members of a board of trustees shall be elected at the regular biennial school election of school districts within the junior college district. Any person desiring to be a candidate for the office of trustee shall file a petition for nomination pursuant to section 1-4-803 and part 9 of article 4 of title 1, C.R.S. The election shall be conducted pursuant to the provisions of articles 1 to 13 of title 1, C.R.S. The secretary of the board of trustees shall be the designated election official responsible for the election.
- Per Aims Community College Policy 0-600 Board Officer Responsibilities (B) … Any of the special duties of the Secretary may be delegated by the Board to a
paid secretary who may be appointed by the Board.

- Designation of Election Official regularly takes place at Board of Trustees Meetings in March during odd numbered (election) years.
- The administrative recommendation is to move to approve appointment of Amy Kegg as the Designated Board Election Official for the November 5, 2013 Board Elections.

ON MOTION OF MIKE GEILE THE BOARD APPROVED UNANIMOUSLY TO APPOINT AMY KEGG AS ELECTION OFFICER FOR THE NOVEMBER 5, 2013 ELECTION.

b. Tuition and Fee Options

- Mr. McLaughlin explained that the suggested option is to keep tuition frozen and suspend the Infrastructure fee, which is $20 per semester each class, as well as the Technology fee, which is $10 per credit up to 15 credits. The two fees total about $1.3 million in revenue.
- Additionally the proposal includes adding the Automotive programs to a low-differential tuition rate, which would raise approximately $200,000 annually.
- Dr. Liddell said that other colleges in the state are looking to raise their tuition anywhere between 5 to 16 percent.
- A Trustee pointed out that the net result of these options would be to decrease student costs overall by $1.1 million.
- A Trustee commented that it is a wonderful marketing opportunity and a great gift to provide to our students.
- A Trustee commented that the Technology fee was implemented to purchase computers, software and a wi-fi system and because that infrastructure is in place it makes sense to save students money.
- Aims Cashier Jennifer Gilsdorf pointed out that the increase to Automotive students would be somewhat offset by the decrease in fees.

ON MOTION OF MIKE FREEMAN THE BOARD APPROVED LEAVING TUITION RATES THE SAME FOR THE 2013-14 FISCAL YEAR, AS WELL AS SUSPEND THE INFRASTRUCTURE FEE, THE TECHNOLOGY FEE AND MOVE THE AUTOMOTIVE TECHNOLOGY PROGRAM TO THE LOW DIFFERENTIAL TUITION RATE.

c. Policies and Procedures

i. 1-290—Drugs and Alcohol, second reading

- The Policy has been revised to clarify the College’s treatment of marijuana under the policy and to relocate procedural matters to procedures that will be attached to the policy. Administrative recommendation is to move to approve revisions to Policy 1-290 on second reading.

ON MOTION OF MIKE GEILE THE BOARD VOTED UNANIMOUSLY TO ADOPT POLICY 1-290 AS AMENDED ON SECOND READING.

e. Comments from Board Members

- Trustee Geile shared that he read a report on the future of higher education that focused on the phenomenally fast-past changes that are anticipated, particularly with the use of the Internet and virtual education.
- Trustee Ruckel said that the All College Action Committee just approved two
new Action Projects as part of our continuous improvement accreditation process. One is Access to Career Choice and the other is Determining the Needs of Underserved Students. The group also closed out two Action Projects, Planning for Data Driven Decision Making and Scrubbing the Data.

- Trustee Ruckel also commented on the construction at the Fort Lupton campus. Remodeling start next week on the Prairie building and, over the summer, Aims will hold classes in the Fort Lupton high school building. She also thanked Mr. Millsapps for his work and taking his time to conduct walk-throughs with Ms. Ruckel.

**f. Comments from Board Reps**

A Trustee asked for an update from Dean Heather Lelchook. She discussed the increase trend in enrollment. Most students in Loveland are transfer students and the majority is in the 18-23 age group. The next biggest demographic on that campus then jumps to the 30-39 range. One focus for Dean Lelchook is to develop more of a campus feel. Toward those means, three new student clubs have launched and are working with clubs on the main campus. She is also keeping in touch with the development of the City of Loveland’s focus on bringing new aeronautical jobs to the region and how Aims can assist with training. Also, an employee art show is scheduled for April 12 and entries are still being accepted.

**d. Faculty** (Sonya PauKune or Maxine Obleski, ACEA Board Reps)

- No faculty ACEA representatives were able to attend the meeting.

**e. Aims Staff Association** (Michelle Brown or Ettie Arnold, ASA Board Rep)

- Ettie Arnold reminded the Board that the pancake breakfast would be held on Saturday, April 27 from 8 to 10 a.m. at Applebees in Greeley. The cost will be $5 for pancakes, sausage and beverage.

**f. ASACC** (Danette Glenn-Havlic for Joseph Larson, ASACC President)

- Ms. Glenn-Havlic introduced Mr. Frank Ashenfelter, president of the Aims veteran’s club. Mr. Ashenfelter invited the Board to attend Military Day on at Aims on April 17 from 11a.m. to 3 p.m. on the Greeley campus. The event will include a barbeque, activities, prizes and games. There will also be military recruiters.

- Ms. Glenn-Havlic mentioned that the blood-drive on campus was a great success, as was the Student Involvement Fair. On Feb. 14, students held the Healthy Heart event with more than 100 students attending. On Feb. 22, Aims Family Night was held at the Funplex. There were more than 380 students and their families in attendance, and Ms. Glenn-Havlic said it sparked an interest in ASACC hosting more family events. The It Matters campaign reported 4,300 semesters put toward student degrees. It was a very successful launch of this campaign that aims to help students stay motivated and complete their degrees.

**ON MOTION OF MIKE FREEMAN THE BOARD ADJOURNED THE BOARD MEETING AT 4:04 P.M.**

________________________________   __________________
Mike Geile, Secretary     Date