Aims Community College Board Meeting
Minutes from May 1, 2013
Beaty Hall Theater

I. Call to Order
The meeting was called to order at 2:42 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 requested to add Action Item VII e, which is the Performance Contract from the state.
- She also requested that the Safety report be tabled.
- Dr. Liddell mentioned that Sandra Bristoll passed away.

ON MOTION OF CAROL RUCKEL THE BOARD UNANIMOUSLY APPROVED THE AGENDA AS AMENDED.

a. Naming of Aims Fellows
This is the ninth annual Aims Fellows Award. This program, started in 2005, recognizes individuals who have made a significant contribution to the college, higher education and life-long learning. Dr. Richter presented the Aims Fellows award to the family of Mike Kelly, who was the CFO at Aims before he passed away in December. Mike’s widow, Dr. Susan Kelly introduced his family members including his mother and father, Grover and Wilma, his sister Shawna and two of his children, Thomas and Christian.

- Dr. Kelly thanked Dr. Richter and told the Board that Mike loved this college. She said he was always thinking about what’s in the best interest for the students who came here and he believed so much in the mission of Aims and the community college in general.
- Dr. Richter said that Mike was a delight to work with and helped Aims weather difficult financial situations. He was a judicious, hard worker who was devoted to the college and always made time for his employees no matter how busy he was.

Dr. Liddell introduced Dr. Ranelle Lang and Dr. Stacie Datteri from District 6 and thanked them for their work and collaboration with the college.

- Dr. Lang talked about the recent increase in District 6 students’ participation in the Career Academy and concurrent enrollment. Dr. Datteri talked about a new District 6 liaison that will provide a stronger bridge for students from high school to college.

III. Citizen Participation
There was no citizen participation.

IV. Consent Agenda
Minutes of the April 3, 2013 District Board Meeting
ON MOTION OF LARRY WOOD THE BOARD UNANIMOUSLY APPROVED THE CONSENT AGENDA AS PRESENTED.

V. President’s Report – Dr. Liddell

a. Geokinetics and Synergy Report – Craig Rasmuson with Synergy and Rick Sheetz with Geokinetics provided the Board with an update on the oil wells and the seismic study. Last July Synergy brought nine wells on to the property. Four of them include mineral interests for Aims and the other five are for the Greeley Country Club. Mr. Rasmuson said that the wells are extremely strong with very high pressure. Some issues have arisen due to the small, four-inch gas line. Because it is an old easement, they have to make do with the smaller gas line in that, they are only running four or five wells at a time. They are also considering horizontal wells on the pad. There is room for 15 wells, so they can still develop that site. They are still using vapor recovery, so that is why there are still hay bales, but they are scheduled to be moved in the near future.

o A trustee asked Mr. Rasmuson what the potential revenue stream is for Aims. Mr. Rasmuson explained the revenue prediction formula, which is based on a quick decline curve model. He explained that whatever production levels are in the first 90 days will likely be halved until production hits about 20 – 30% of what was seen in the first month. These wells have not hit the decline curve yet because of the strength of the wells and because of the gas line inhibiting the pace of recovery. Because of this, these wells will probably not hit the decline curve until much later in the process.

o A trustee asked about sight and noise buffering. Mr. Rasmuson explained that the residents nearby did not want trees blocking their view of the mountains. The pad site is still expected to be expanded on the Country Club side and on the south side there is a 20-foot waterline easement that prohibits the planting of trees there. A trustee said that he has been impressed with other sites that have fencing and mesh and would like to see more buffering or at least what the final plan is. Mr. Rasmuson said he would provide an update in the near future.

o A trustee asked about the oil versus gas ratio. Mr. Rasmuson said a typical process called “choking” the wells could be used eventually, but there is so much gas in these wells it needs to be drawn off first.

o A trustee asked about the possibility of horizontal drilling on the Aims wells. Mr. Rasmuson said that the rig is already drilling horizontally and that future expansion is part of what Geokinetics is trying to figure out through the seismic survey being conducted all over town.

o A trustee asked about what substances they use in the fracking process. Mr. Rasmuson explained they use “slick water,” which is water, sand and a food-based lubricant. Standard protocol for horizontal drilling recommends using a hybrid frack solution, which serves to keep the fractures open. Mr. Rasmuson reminded the Board that the industry in Colorado is regulated more than any other in the state.

o Mr. Sheetz from Geokinetics explained that the yellow and gray boxes that are being placed around campus and across town are essentially batteries and geophones. Geokinetics is operating a number of vibrator trucks around town that induce a range of frequencies into the ground. The geophones then monitor and record the reflected vibrations to create an underground survey that can guide drilling. Once the survey is completed, it will take three to six months to process and return the results.

b. The Financial Update was presented by Dan Erbert
A Trustee asked if our budget is in line with expenditures. Mr. Erbert reported that we are right where we should be. He added that the revised budget will be presented next month.

c. College and Community Relations – Jennifer Oliver
   Ms. Oliver introduced herself and encouraged the board to contact her if they have any questions. She has been in higher education for 20 years. She is spending time researching and meeting with deans and finding out what programs they want to highlight within their divisions. She has also been out and about in the community working with groups from the Chamber of Commerce, District 6, the United Way, DORA and Sen. Bennett’s office. She said that her campaign will focus on promoting Aims through word of mouth and building student engagement. She will be developing recruiting materials for each department and division. Ms. Oliver shared some examples of her department’s latest work.
   A Trustee shared that he has found it very effective to promote Aims to prospective students’ parents, especially when they are the ones funding their children’s education. Ms. Oliver mentioned that her department is working on developing communications directly to District 6 parents.
   A Trustee asked about a strategy report that was developed for marketing in the past. Ms. Oliver said she is analyzing the data to see if it is still relevant. She also plans to market the fact that the Board froze tuition rates for 2013-2014. A Trustee asked about programs to serve students who need remedial courses and asked if we are targeting students who do not need remediation. He would like to promote Aims as the college of first choice for the first two years. Ms. Oliver said that yes, both demographics are a focus.
   A Trustee said the new printed schedule looks great. Dr. Liddell said that Ms. Oliver really hit the ground running. She has a great staff, she’s strategic and she does things quickly.
   A Trustee discussed how realistic it is that students can come to Aims and graduate debt-free, which is amazing in this era where student debt is a national concern. Ms. Oliver pointed out that students who come out of the Oil & Gas program are making good starting salaries.
   A Trustee mentioned that students should also look at taking classes here in the summer.

d. Foundation Report – Julie Buderus
   Ms. Buderus discussed the recent article she arranged with a national magazine to interview College Promise students. Ms. Buderus said the quality, quantity and diversity of students applying for the College Promise scholarship has increased significantly.
   The Mike Kelly memorial scholarship has reached the endowment status.
   The number of capital gifts isn’t at the pace she’d like, but Ms. Buderus said there is a lot of interest in Aims from community leaders who believe in our mission. Many of them have verbally committed to providing gifts to Aims in the near future, as well as asked us to submit proposals for funding and Ms. Buderus will be sure to share that good news when it happens.

e. Division 1 – Jeff Reynolds
   Division 1 includes English and Humanities, Business, Computer Science, Communication Media, World Languages, Graphic Design, as well as the
Loveland, Fort Lupton and Online campuses and the CTE office, all of which comprises approximately 1,200 FTE in total.

- Dean Reynolds mentioned that the Tax Help Colorado final numbers are in, with Aims providing slightly over $2 million in tax returns between the Greeley and Fort Lupton programs. Dean Reynolds mentioned that the program continues to be one of the most valuable public service programs the college provides, and he extended gratitude to Gina Jones and Ellen Swieter for their leadership on the program.
- We have three new articulation agreements in the agriculture program, which are designed to transfer to CSU. The agreements were signed and ratified by CCHE on April 5.
- The Communication Media department continues to expand the reach of Aims Radio, which is now broadcast at our branch campuses.
- The English department played a key role in the AQIP project The Writers’ Community, which will be institutionalized to help students across the college improve their writing skills.
- Online campus student success rates are comparable to, if not better than face-to-face courses, and the Board can expect a more in-depth report on online classes in the next few months.

- A Trustee congratulated Dean Reynolds on the quality of the report and the work behind it. The Trustee discussed how more and more high school students have more and more options to earn college credits while still in high school. He asked if we could work more with the school districts. He also pointed out that many high schools are turning to online courses as well. He said that this is a marketing opportunity and it is absolutely critical to receive that report on online courses so that the board can provide direction.

- Dean Reynolds noted that Assistant Dean Deb Johansen took the lead in pulling the report together and thanked her.

- A Trustee noted that there were 99 students throughout the county involved in Career Academy and reiterated that the focus of Career Academy is to make the facilities we have here on our campus available to high school students who may not have those facilities at their school.

- A Trustee noted that there are only two staff members dedicated to the online campus. Dean Reynolds noted that Jean Otte, the director, is retiring and will complete a transition year in 2013-2014. He acknowledged that increasing staff levels is definitely a topic that will need to be discussed along with the idea of expanding online offerings. Online is growing and accounts for about 18 percent of our FTE.

- Dr. Liddell said early fall numbers show the same increasing trend.

- A Trustee asked for a trend analysis, future projections, efficiency components, or measures of quality improvement. He would like to see more strategic planning evidenced in the reports that come to the Board.

- Dean Reynolds noted that 75-80 percent of our online students live in Greeley, further, another 15 percent live in Fort Collins or Loveland. This shows that our online students live within driving distance of the college, so they are taking online classes for convenience sake, not concerns with access to the campuses. He suggested a marketing study on the strength of the Aims brand online as opposed to the other online offerings available regionally such as CSU Global or University of Phoenix.
o A Trustee asked about the spike and decline in graphic design for five-year completion rates. Dean Reynolds said he would need to look into the details more. The Trustee also asked about completion in Audio Engineering. Dean Reynolds said that we are working to consolidate CIP codes in Comm Media with the State.

o A Trustee asked about connecting with school districts to secure funds for their Career Academy and increasing those numbers. Dean Rask said that enrollment has been in the 100 range for a number of years. Dean Reynolds noted that we are exploring opportunities to expand Career Academy opportunities in agriculture and oil and gas.

o Dr. Liddell commented that it is important to talk to parents and principals to ensure they understand that their students can earn college credits at no cost to their parents.

o District 6 is offering online courses. Have we talked to District 6 about their students taking our classes. Yes, we are working on that. Absolutely already do with the charters in town either on campus or online.

o Dr. Liddell all the deans work very hard to identify industry and community needs and develop viable programs from that knowledge.

f. President’s Executive Summary

o ASSET Legislation

  ▪ Last Monday the Governor signed the ASSET bill, which stands for Advancing Students for a Strong Economy Tomorrow. The bill allows for undocumented students to take classes for in-state tuition rates. Or they can sign a COF eligibility in an affidavit and we have the right and the responsibility to provide them in-state tuition. Aims College and Community Relations department is working with community institutions like the United Way to explain to community who is and who isn’t eligible for in-state tuition under the ASSET law. This has potential to improve the economy and add to our FTE.

o The State put out a report on remedial education needs for students attending all colleges across the state. Aims has the third highest rate in the state with 71.8 percent of our students needing some type of remedial coursework. Of students who graduate from District 6 and go on to college, 60.3 percent in 2011 had remedial needs. That is an increase from the figures reported in 2009 and 2010.

o Dr. Liddell noted that the next work session will include in-depth discussion and analysis about remedial needs at Aims.

o Dr. Liddell mentioned that Daniel Ruiz will be the graduation speaker this year. He is a graduate of the Aims TRIO program.

VI. Information Items

a. Board Calendar

- May 1, Cinco de Mayo, 11 a.m. to 2 p.m., Fort Lupton
- May 1, Board of Trustees meeting, 2:30, Beaty Hall Theater
- May 2, Cinco de Mayo, 11 a.m. to 2 p.m., Outdoor Classroom, Greeley Campus
- May 3, Completion Day Celebration & Lunch, noon to 2 p.m., Beaty Hall Theater
- May 3, Honors Program Celebration, 12:30 p.m. to 2:30 p.m., CCTR 226
- May 8, Candidates Academy, 5:30 to 9 p.m., Aims Corporate Education Center
- May 9, Last Day of Spring Semester
- May 10, Academic Honor Ceremony, 10 a.m. to 11:30 a.m., Beaty Hall Theater
May 10, Graduation, 7 to 8:30 (Board, report by 6:30), Budweiser Event Center
May 13, Board invited to Colorado First/Existing Industry Grants Tour with John Hutson, 8:30 to 4 p.m., various locations
May 13, begin Summer Hours through August 2
May 27, Memorial Day Holiday, college closed
May 28, First Day Summer Semester
June 26, Board of Trustees Meeting, 2:30 p.m., Beaty Hall Theater

b. New Hires
- Elizabeth Strong, Staff Specialist, Full-Time – Non Exempt - Staff, New Position, College & Community Relations
- Craig Dusek, Trades Specialist, Full-Time-Non-Exempt-Staff, Replacement, Facilities & Operations

c. Leaving Employ of the College
- Sandra Bristoll, Student Service Specialist Senior, Student Success Center
- Rachel Veenstra, HR Specialist, Human Resources

VII. Action Items
a. Salaries
- Mr. McLaughlin discussed how Aims salaries compare to our peer institutions. He reported that our average number of years of service for Aims faculty is 14.2, which puts us at the second highest of our peers institutions. This may account for why our full-time faculty salary averages are higher than the system schools.
- He also said it was difficult to compare to other institutions our full-time staff salaries because the position titles are not congruent.
- The recommendation for a 4 percent salary increase across the board has a fiscal impact of approximately $760,000 in reoccurring costs.

ON MOTION OF MIKE GEILE THE BOARD APPROVED UNANIMOUSLY A FOUR PERCENT INCREASE IN FULLTIME AND PARTIME FACULTY AND STAFF SALARIES EFFECTIVE JULY 1, 2013.
- A Trustee commented that everyone has worked very hard to keep our expenses down, make us more efficient and that the raise is well earned. Mr. Wood expects our FTE to increase and that Aims employees will continue to work harder.

b. Faculty Consultation
- A Trustee discussed the signed Faculty Consultation memo and thanked all the administrators and faculty who were involved in the process.
- Dean Souther commented that the team has been meeting all year. The process started with Mike Kelly, who Dean Souther said was really good at building budgets and even better at building consensus. Faculty Representative Jeff Klein thanked the Board for their fiscal responsibility, noting that raises are nice, but even more important are longevity and financial stability. He also mentioned the contact days would remain at 166 days with the may-return date of August 12, a must-return date of August 15, and an end date of May 16, which includes graduation. The consultation agreement also states that the committee will
continue to work on the review and revision of policy 4-706: Faculty Placement and Advancement.

ON MOTION OF CAROL RUCKEL THE BOARD UNANIMOUSLY AGREED TO RATIFY THE CONSULTATION AGREEMENT AS PRESENTED.

c. 2012-2013 Revised Budget
   • Mr. Erbert discussed the budgeting process, which Aims uses a somewhat conservative approach.
   • A Trustee said that with a lot of work, the college has been able to establish significant reserves and, in the process we are able to make the institution debt free, as well as develop new facilities and programs that will continue to make Aims a competitive institution.
   • Mr. McLaughlin highlighted that the Quasi Endowments have already been approved, setting aside $22 million. The fiscal impact is college reserves increased by $6.57 million in total unexpended funds.

ON MOTION OF MIKE GEILE THE BOARD APPROVED UNANIMOUSLY THE 2012-2013 REVISED OPERATING BUDGET.

d. 2013-2014 Budget, first reading
   • Mr. McLaughlin explained that the proposed budget reflects figures related to the Board’s recent decision on tuition, salary and fringe benefits. Also, the Plant fund includes approximately $5 million for the renovation or reconstruction of the Public Service building.
   • Dr. Liddell mentioned that the General Services project budget may need to be increased from what is described in this budget based on new information from the architect.

ON MOTION OF MIKE FREEMAN THE BOARD APPROVED UNANIMOUSLY THE 2013-2014 OPERATING BUDGET ON FIRST READING.

Dr. Liddell noted that this would be Mr. McLaughlin’s last board meeting as his interim position will be completed at the end of May. The audience offered a round of applause for Mr. McLaughlin for all of his hard work and assistance during this time.

e. Performance Contract with CDHE
   i. Dr. Liddell noted that the college just received the final version of our Performance Contract that includes the Metrics. She read them into the minutes:

   Goal #1: Increasing Attainment
   Increase the attainment of high quality postsecondary credentials across the academic disciplines and throughout Colorado by at least 1,000 new certificates and degrees each year to meet anticipated workforce demands by 2025.

   Metric
   • Maintain excellence by maintaining graduation rates at or among the top 25% of peer institutions
   • Annually increase the completion rate of students in all degrees and
Goal #2: Improving Student Success
Improve student success through better outcomes in basic skills education, enhanced student support services and reduced average time to credential for all students.

Metric
- Annually increase the proportion of students who accumulate at least 24 credit hours.
- Annually increase the proportion of students who complete the final development course in English or Math and complete College Level English or math with a C or better.

Goal #3: Reducing Gaps
Enhance access to, and through, postsecondary education to ensure that the system reflects the changing demographics of the state while reducing attainment gaps among students from underserved communities.

Metric
- Annually reduce disparities in graduation rates between resident underserved and resident non-underserved students
- Annually reduce disparities in the successful completion rates of entry-level gtPathways courses English and entry-level mathematics courses between resident underserved students and resident non-underserved students

Goal #4: Restoring Fiscal Balance
Develop resources, through increases in state funding, that will allow public institutions of higher education to meet projected enrollment demands while promoting affordability, accessibility and efficiency.

Metric
- Moderate resident undergraduate tuition increases when state general fund revenues increase above inflation
- Increase expenditures for instruction (per FTE) at a rate that is equivalent to or greater than tuition increases for resident undergraduate students

The administrative recommendation is for Board to approve the performance contract between Aims and CDHE effective date shall be from May 3, 2013 to June 30, 2017.

ON MOTION OF CAROL RUCKEL THE BOARD UNANIMOUSLY APPROVED THE PERFORMANCE CONTRACT BETWEEN AIMS COMMUNITY COLLEGE AND THE COLORADO DEPARTMENT OF HIGHER EDUCATION THROUGH JUNE 2017

f. Firestone IGA
- Firestone recently annexed property to include a very small portion of land in Aims’ taxing district. This agreement is necessary to create a flow-through of monies that would otherwise be retained by the Urban Renewal project back to Aims.
- Mr. Witwer mentioned that this is first agreement he’s seen like this. Due to legislation passed in 2010, when there is a Tax Increment Financing involved, the
Urban Renewal Authority must obtain approval from all of the districts of which the Urban Renewal Plan is included. This area is mostly in the St. Vrain district, but a relatively small area is part of RE-1 or Valley School District, which is in the Aims Taxing District. This calls for Aims revenue collected from the property tax to be given to the Firestone URA which will within one month return the money to Aims. There will be no reduction in the funding. We’ve removed any reference to Aims being obliged to provide any services to the district. Also, the definition of property eligible for Urban Renewal Authority activity includes blight as well as agricultural land that is outside of a municipality. The agricultural land that falls in the Aims district is currently being annexed to the city. This new statute from 2010 requires their URA to have this kind of an agreement or an intergovernmental agreement with all taxing authorities involved with the property. Mr. Witwer said he thinks it is appropriate that Aims approve the Agreement with the Firestone Urban Renewal Agreement.

- A Trustee asked if agreement would affect our mill levy. Mr. Witwer said no, and that the agreement is for the next 25 years, noting that Aims is not really involved in the TIF arrangements.

- A Trustee thanked Mr. Witwer for clarifying that, in this case, the term blight can and does include agricultural land. The Trustee noted that the portion of property referred to in this agreement is indeed agricultural land, not blight.

- Recommended Action by Board: The Administrative recommendation is to move that the Board of Trustees of Aims Junior College District approve the Cooperation Agreement Among the Firestone Urban Renewal Authority and the Aims Junior College District as presented by legal counsel and distributed to Board members and further that the officers of the Board of Trustees be authorized to execute the agreement.

ON MOTION OF MIKE GEILE THE BOARD APPROVED UNANIMOUSLY TO COOPERATION AGREEMENT AMONG THE FIRESTONE URBAN RENEWAL AUTHORITY AND THE AIMS JUNIOR COLLEGE DISTRICT AS PRESENTED BY LEGAL COUNSEL AND DISTRIBUTED TO BOARD MEMBERS AND FURTHER THAT THE OFFICERS OF THE BOARD OF TRUSTEES BE AUTHORIZED TO EXECUTE THE AGREEMENT.

VIII. Comments from Board Members

- Ms. Ruckel congratulated participants of the Multicultural art show as well as the Loveland Employee art show. Ms. Ruckel enjoyed attending the Veterans BBQ as well as the TRiO graduation reception where she got a sneak peak at the graduation speaker, Daniel Ruiz. She said his is a powerful speaker with a wonderful story to share. She noted that Aims Fort Lupton employee Twila Cullum received the Distinguished Colleague of the Year Award at the President’s Reception. She also enjoyed the ASA Pancake Breakfast.

- Trustee Mike Freeman, who also serves as a county commissioner thanked Dr. Liddell, the other trustees and the Fort Lupton campus for hosting an event yesterday on the Fort Lupton campus. The event allowed Anadarko and Nobel energy to present ad valorum tax checks to the county for $150 million from their oil and gas production companies.
IX. **Comments from Board Reps**

a. Faculty (Sonya PauKune or Maxine Obleski, ACEA Board Reps)
   - Sonya PauKune thanked the Board for their decision to offer a 4 percent raise.
   - She mentioned the Faculty of the Year from ACEA included Jan Stapleton from the math department, Louis Cartier from the business department and Meg Spencer from the English department.

b. Aims Staff Association (Michelle Brown or Ettie Arnold, ASA Board Rep)
   - Ettie Arnold thanked everyone for participating in the ASA Pancake breakfast. They raised $748 with a takeaway of $588.

c. ASACC (Joseph Larson, ASACC President)
   - Mr. Larson presented highlights from various student events held over the past month. Unfortunately the weather caused many events to be cancelled.
   - The eCycle event, in cooperation with Schaefer Enterprises, was successful with two flatbeds and two truck beds filled.
   - This year the students are holding a Completion Day celebration on Friday from 11 a.m. to 2 p.m. where all graduates can come and have a spaghetti lunch in celebration of their accomplishments.
   - Mr. Larson also introduced Collin Felix who will be next year’s student body president. Mr. Larson thanked the board for the opportunity to present to them each month.

**ON MOTION OF MIKE FREEMAN THE BOARD ADJOURNED TO EXECUTIVE SESSION AT 3:49 P.M. AS ALLOWED BY CRS 24-6-402 (4) (B) TO RECEIVE LEGAL COUNSEL.**

**ON MOTION OF LARRY FREEMAN THE BOARD ADJOURNED EXECUTIVE SESSION AND RETURNED TO REGULAR SESSION AT 5:03 P.M. NO ACTION WAS TAKEN AND ON MOTION OF MIKE FREEMAN THE BOARD ADJOURNED ITS MEETING AT 5:04 P.M.**

Mike Geile, Secretary

Date