Aims Community College Board Meeting
Minutes for May 7, 2014
Ed Beaty Theater, 2:30 PM

Aims District Board Meeting
1. Call to Order
The meeting was called to order at 2:41 P.M.

Dr. Richter announced that the first item on the agenda will be the awarding of the Aims Fellows. Dr. Richter read into the minutes the clause that established the Aims Fellows in 2005:

“From time to time the Board of Trustees may recognize extraordinary commitment, allegiance, and contributions by individuals to the goals of Aims College by naming these individuals as Honorary Fellows of the College.

Individuals so named by the Board will have made significant contributions in one or more of the following areas:
- Long-standing efforts to further the goals and purposes of higher education.
- Service as an advocate of life-long learning.
- The championing and/or supporting of students and education.
- Significant contributions to the furthering of scholarship in the state, county, community or the mission of the College.”

He then introduced Larry Wood to make the presentation to Mike Freeman. Trustee Wood read his nomination for Mr. Freeman into the minutes:

“Mike Freeman has been an active participant in education for many years. He was elected to the Highland Re-8 School Board and selected to serve as chairman of that board. He was active in that role for eight years. He was also active at the state level for CASB (Colorado Association of School Boards) and was appointed president of that organization in 2005. He travelled the state meeting school board members and represented them well. He still is asked his opinion on many CASB matters even after he has left the organization.

While Mike served only one term as Trustee for Aims Community College, his contributions were thoughtful and always politically correct. While serving the Aims Board, Mike simultaneously began his first term on the Board of County Commissioners for the County of Weld, yet he never let Aims take a second seat to his other obligations. Through his participation on the Board, Aims was able to hold tuition costs flat for three consecutive years, open the Windsor Automotive building and approve the Fort Lupton oil and Gas/Ag facility, as well as ensure that Aims is debt free.
Mr. Freeman commented that he really enjoyed being a Board member. He is amazed by the vital purpose Aims serves and offers the community at such an affordable rate. Sometimes, he said, he wishes he was still an Aims Board member.

Dr. Richter then recognized Dr. Stephen Spangehl, reading his nomination into the minutes:

“Dr. Stephen Spangehl has been a long-standing advocate for furthering the construct of continuous improvement as an integral part of higher education goals. For many years, Dr. Spangehl led the way in an innovative approach to accreditation within the Higher Learning Commission of the North Central Association, through a model called AQIP (Academic Quality Improvement Project).

When Aims Community College embraced this new model for accreditation in 2005, Dr. Spangehl was our north star on how to accomplish the best of all worlds for our students and the learning environment. As our primary liaison to AQIP, Stephen worked hard to understand Aims, our culture and our mission. As the “grandfather” of AQIP, Dr. Spangehl advocated for continuous improvement as an integral and life-long ambition of every learning institution.

After his departure from the HLC, Spangehl still devoted himself to the passion of continuous improvement. As the Executive Director of Plexus International, he agreed once again to help Aims Community College understand the fundamental concept of CQI and served as our keynote speaker at the Fall, 2013 convocation in Ft. Lupton. For all the “newer” employees of the College, he made continuous improvement sound achievable; for veteran, it provided a needed booster shot. Dr. Spangehl is a person of extraordinary vision and a true friend of Aims. It is quite fitting then that this person of national prominence be recognized as a Fellow of Aims Community College for his many contributions to higher education and to Aims.”

II. Additions/Deletions to the Agenda
   • A request for Emeritus Status for Phyllis Gosch was added to the agenda as VIIe under Action Items

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

III. Citizen Participation
   There was no citizen participation.

IV. Consent Agenda
   a. Minutes of the April 2, 2014 District Board Meeting
   b. Corporate Education Building—Contract with REALTEC lapsed as of April 2014. The administrative recommendation is to repurpose that facility and not renew that contract.
ON MOTION OF CAROL RUCKEL THE BOARD UNANIMOUSLY APPROVED THE CONSENT AGENDA AS PRESENTED.

V. President’s Report – Dr. Liddell
   a. Financial Update – Dan Erbert
      o Mr. Erbert asked for questions. There were none.
   b. President’s Executive Summary
      Dr. Liddell noted that the legislative session concludes today. Highlights from the session include:
      o Senate Bill 1, which provides an additional $100 million for higher education. 60% of that will go to general operations and 40% will go to student financial aid.
      o Senate Bill 4, which allows community colleges, under certain circumstances, to offer a bachelor of applied science degree. Aims employees are investigating the possibilities.
      o House Bill 1319 provides for more performance funding for all colleges. Aims receives about $8 million from the state.
      o CDHD is required to submit a report regarding post-secondary success. Based on the 2012 high school graduating class 57% enrolled in some post-secondary education in the Fall. 72% of those attended a four-year institution. 28% of those enrolled in a two-year college. Hispanics were most likely to go to community colleges. 61% of the female graduates enrolled in college as opposed to 53% of male graduates. Of the 2012 college attendees, 78% elected to attend a Colorado institution. 37% of the graduates received federal Pell grants in 2012. The first-year retention rate for high school graduates in college is 87.8% at a four-year institution and 60.2% for a two-year institution.
      o 2.1% of all graduating high school students across the state come to Aims. 44% of the students who graduate from District 6 come to Aims, which is an impressive improvement over the years.
      o Aims currently enrolls 60 ASSET students, who are undocumented students that are now allowed to attend Aims at the in-state or in-district rate depending on their residence.

VI. Information Items
   Trustee Ruckel requested that the Aims High School and GED graduation ceremonies be added to the Board Calendar on May 13, May 15 and May 30.
   a. Board Calendar
      o May 7, Board of Trustees meeting, 2:30 p.m., Beaty Hall Theater
      o May 9, Pinning Ceremony, Aims Associate Degree Nursing Class of 2014, 2 p.m., Windsong Estate, 2901 Saddler Blvd., Fort Collins
      o May 9, Academic Honors Ceremony, Budweiser Event Center, Executive Club Restaurant, 4:30 p.m.
      o May 9, Graduation, Budweiser Event Center, 7 to 8:30 p.m.
      o May 12, begin four-day weeks through Aug. 1
      o May 26, Memorial Day Holiday, college closed
      o College for Kids, June 2-12
b. New Hires
   o Ryan Barone, Assistant Director, FYE, Exempt, First Year Experience
   o Timothy Bennett, Grounds/Buildings Maintenance Technician, Non-Exempt, New Position, Facilities & Operations
   o Cheryl Comstock, Director II of Online Learning, Exempt, Replacement, Division I
   o Dusty Mosness Brailsford, Director II of Aviation, Exempt- Staff, New Position, Division III
   o James “Mac” McCarthy, Building/Grounds Technician, Non -Exempt- Staff, New Position, Facilities & Operations

VII. Action Items
   a. Faculty Consultation Agreement
      Mr. Cox presented the agreement to the Board for their approval:

      The Faculty Consultation Committee has agreed to and recommends the following changes for the 2014-15 academic year in accordance with Board Policy 4-705.

      1. Salary increases have been discussed with Faculty Consultation: a $2,500 increase to the base plus a 3% cost of living for all full-time faculty has been agreed to for FY 2014-15.

      2. We appreciate the Board of Trustees approving continuation of the medical premium payments for employees adopted last fiscal year.
         • Full-time faculty employee-only at 100% for medical and dental premiums
         • Full-time faculty employee plus family at 85% for medical and dental premiums

      3. 166 Contract Days for 2014-15
         • “May return” date for faculty is August 8, 2014
         • “Must return” date for faculty is August 14, 2014
         • An end date of May 13, 2015, including graduation 2015

      4. Agreed to continue to review Policy 4-706 “Consultation Agreement Between Aims College Education Association and Aims Junior College Board of Trustees” in 2014-15.

         o Dr. Liddell commended the consultation team, noting that the process has gone particularly smoothly.

      ON MOTION OF LARRY WOOD THE BOARD UNANIMOUSLY APPROVED THE FACULTY CONSULTATION AGREEMENT FOR 2014-15

   b. Salary Proposal
      Mr. Cox addressed the Board, presenting the following information regarding the Salary Proposal:
      o Aims full-time faculty have the sixth highest average number of years (11
years) working at the institution versus the median average of 8.5 years at other Mountain States colleges. Mountain States full-time faculty salaries over the past four years have increased by approximately 8.4% while Aims full-time faculty salaries have only increased by approximately 7.5%. The higher average years of teaching at Aims versus the average of all the reporting colleges can be expected to lead to higher average salaries at Aims of up to 8%. The College is also beginning to see more faculty members retire and the College’s low starting salaries makes it difficult to recruit new faculty to fill these positions.

- The beginning base salary for faculty is near the bottom of comparable Mountain States Association colleges. The faculty base for Aims faculty is $35,000 while the survey average is $41,204, which places Aims at 30 out of 32 surveyed institutions. In an effort to bring full-time faculty salaries up to the average, we are proposing a two-step process starting with a $2,500 base adjustment for all full-time faculty for FY 2014-15 with a final adjustment next year to make up the difference between $37,500 and the Mountain States average.

- Additionally, in an effort to keep full-time staff and administrator salaries competitive, we recommend adjusting base salaries by $1,500. For some administrative positions that are significantly below their Mountain States average (10% and up) and the College and University Professional Association for Human Resources (CUPA-HR) averages, market adjustments are recommended up to the average faculty increase (7.8%) proposed for the upcoming fiscal year. As with faculty salaries, some positions will require a similar two-step approach to make up the difference to the market averages next year.

- In addition, cost of living (CPI) in this area is increasing at 3%.

- As with full-time faculty salaries, our part-time faculty rates of pay have been significantly below market rates paid by colleges and universities in the area. Administration is proposing a two-step adjustment for our part-time faculty from $728 per credit hour to $832 per credit hour for FY 2014-15 and similar increase for FY 2015-16. The cost of this rate increase is estimated to be $518,000 for FY 2014-15.

- As a result of the recent increase in minimum wage of 3% and the 3% salary increase as proposed for full-time employees, a 6% increase for part-time staff and work-study hourly rates is included at an estimated cost increase of $115,000.

**Fiscal Impact**

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<th>Description</th>
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<tr>
<td>$2,500 base-building increase for all full-time faculty</td>
<td>$300,000</td>
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<tr>
<td>$1,500 base-building increase for all full-time staff &amp; administrators</td>
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<tr>
<td>3% salary increase for full-time faculty, staff &amp; administrators</td>
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<tr>
<td>Part-time faculty rate increase</td>
<td>518,000</td>
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<tr>
<td>Part-time staff and work-study increase</td>
<td>115,000</td>
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ON MOTION OF CAROL RUCKEL, THE BOARD UNANIMOUSLY APPROVED A $2,500 BASE INCREASE FOR FULL-TIME FACULTY AND A $1,500 BASE INCREASE FOR FULL-TIME STAFF AND ADMINISTRATORS PLUS A 3% COST OF LIVING INCREASE FOR ALL FULL-TIME EMPLOYEES; INCREASE PART-TIME FACULTY RATES OF PAY FROM $728 PER CREDIT HOUR TO $832 PER CREDIT HOUR; INCREASE PART-TIME STAFF AND WORK-STUDY WAGES BY 6%; AND INCREASE ADMINISTRATOR SALARIES WHO ARE BEHIND THEIR MARKET AVERAGE UP TO THE AVERAGE PERCENTAGE INCREASE FOR FACULTY.

c. FY 2014-15 Budget, first reading
   o Mr. Cox said several adjustments have been made to the budget since first presented to the Board in April. One change was the addition of $106,000 due to a recalculation of share of our budget. This is because Aims and Colorado Mountain College split a line item amount from the state budget, and CMC had a lower enrollment this year. The budget also includes additional funds for IT, for Student Services computers along with software for the Assessment Center. Also $230,000 was added to various academic special projects. This budget does include the salary adjustments presented and approved by the Board today. Mr. Cox asked the Board to approve the 2014-15 operating budget on first reading.

ON MOTION OF LARRY WOOD THE BOARD UNANIMOUSLY APPROVED THE FY 2014-15 OPERATING BUDGET ON FIRST READING.

- A Trustee commented that the recent boom in oil and gas revenue have put the college in a much more stable position, with property taxes to the college topping $45 million compared to $22 million just five or six years ago when the college was forced to cut 18% of expenditures. This has allowed the college to make strategic decisions in programming and facilities to position Aims to attract students well into the future. Still, just because we have that money doesn’t mean we’re not frugal. The Trustee commented that much of the success is due to the work of Aims employees, whom he thanked for all the hard work that goes into making Aims a first-choice destination institution for our community members and beyond. He expressed his pleasure in seeing long-term goals and strategies coming to fruition.
- Mr. Cox thanked his staff for assistance with preparing the budget.
- Dr. Liddell mentioned that the budget is available for public review.
- A Trustee said that more than half of the valuation of Weld County is involved in oil and gas drilling and production in Weld County. We are putting that right back into the citizens and the institution that educates them.

d. Policies
   o 4-1525—Tuition Reimbursement, second reading
     - Ms. Owens noted that this policy has been revised to expand the options for waiving and reimbursing tuition for courses taken at Aims Community College by employees and other certain individuals.
ON MOTION OF RAY PETERSON THE BOARD UNANIMOUSLY APPROVED REVISIONS TO POLICY 4-1525—TUITION REIMBURSEMENT, SECOND READING

e. Emeritus Status for Phyllis Gosch  
  o At the request of the Academic Deans, specifically Dr. Buyok, Dr. Liddell requests the board grant emeritus status to Phyllis Gosch. Dr. Liddell noted her outstanding service to the college and the state, and noted that she appreciates all Ms. Gosch has done in her years at Aims.

ON MOTION OF CAROL RUCKEL THE BOARD UNANIMOUSLY APPROVED EMERITUS STATUS FOR PHYLLIS GOSCH

VIII. At 3:34 P.M., the Board recessed due to a tornado warning. The Board reconvened the meeting at 4:03 P.M.

IX. Comments from Board Members
  o Trustee Ruckel commented that she attended Community College Day and enjoyed the classes, particularly “The Life of an Oil Well.” She also enjoyed attending the graduation celebration lunch offered to all graduates. Additionally, the American Association of Women in Community Colleges, Rocky Mountain Chapter invited Trustee Ruckel to serve on a panel discussion where Dr. Liddell was the moderator. Trustee Ruckel said she enjoyed the event, and the wonderful spirit of the group made her proud to be part of the Aims family.
  o Trustee Wood said he also attended the oil and gas class at Community College Day and learned so much he feels it has helped him in his own business. He commended the instructors on a fine presentation.
  o Dr. Richter mentioned that he was glad to see the ad for College for Kids in the Greeley Tribune. He believes the program is a great marketing tool for the college. He attended the TRIO and Core students graduation celebrations. These students are often first-generation to attend college or come from disadvantaged backgrounds. Dr. Richter said it was great to see their perseverance pay off in success with support and guidance from Aims counselors, faculty and staff. Also there was a misprint in the Sunday Tribune’s real estate transactions regarding the college’s purchase of the property at Southgate in Winsdor. The decimal point was moved one space to the right. The actual price was $1.557 million, not $15.57.

X. Comments from Board Reps
  a. Faculty (Sonya PauKune ACEA Board Rep)  
     o There was no representation from ACEA.
  b. Aims Staff Association (Michelle Brown, ASA Board Reps)  
     o There was no representation from ASA.
  c. ASACC (Collin Felix, ASACC President)  
     o Mr. Felix spoke at the Holocaust Memorial committee luncheon, which he said was a great opportunity to meet other leaders in Greeley. The Graduation luncheon was a great time to mingle and talk with other Aims graduates. He then introduced Tagart Chalk, the incoming President for ASACC for 2014-15.
Mr. Chalk named the incoming officers for ASACC, which includes:

- Abby Larson, Vice President of Campus Life
- Liz Meyer, Vice President of Academic Affairs
- Tara Lafferty, Vice President of Public Relations
- Carlos Lopez, Vice President of Student Development
- All of the ASCAA Greeley positions are filled, but they are still seeking applicants for Loveland and Fort Lupton.

II. Executive Session

As allowed by CRS 24-6-402 (4) (b) and (f) the Board will adjourn to Executive Session to receive legal counsel and discuss personnel issues. Invited to join the board were Dr. Liddell, Sandra Owens and Amy Kegg.

ON MOTION OF MIKE GEILE THE MEETING ADJOURNED TO EXECUTIVE SESSION AT 4:10 PM.

I. Adjourn

AT 5:10 THE BOARD RETURNED TO REGULAR SESSION. HAVING NO FURTHER BUSINESS TO ADDRESS, THE BOARD ADJOURNED AT 5:10 P.M. ON MOTION OF CAROL RUCKEL.