Aims Community College Board Meeting
Minutes for September 3, 2014
Loveland Campus Room 201, 2:30 P.M.

Aims District Board Meeting
I. Call to Order
   The meeting was called to order at 2:40 P.M.
   A trustee thanked Dean Lelchook for hosting the meeting. Dean Lelchook said she was glad to host the meeting, especially as an opportunity to show off the new renovations. Dr. Liddell thanked Jack Southards for leading the renovation project at the Loveland campus.

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

   ON MOTION OF RAY PETERSON THE BOARD UNANIMOUSLY APPROVED THE AGENDA AS PRESENTED.

III. Citizen Participation
   There was none.

IV. Consent Agenda
   a. Minutes of the August 6, 2014 District Board Meeting
      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 A Trustee asked that a future work session topic be slated to discuss the college’s reserve fund and the importance of keeping it in perpetuity.
      o Mr. Cox said he is working on a five-year outlook on revenue projections and expected budgets.
      o A Trustee suggested that Aims work in collaboration with all the jurisdictions in Weld County who are also working on budget projections.
      o Dr. Liddell said this will include an assessment of human resources as well, and is planned to be ready during the budget planning season.

   b. Early College Update – Geri Anderson
      o From Greeley-Evans District 6, Stacie Datteri, Paul Francisco and Amie Cieminski joined Aims External Affairs Director Geri Anderson to update the Board on the progression of the Early College High School. Several members of the District 6 Board of Directors were also in attendance, along with interim superintendent Wayne Eads.
      o Dr. Anderson explained that Aims and District 6 have been collaborating on the feasibility of an Early College High School program for approximately a year.
      o Early colleges began to grow in prominence in the late 1980s. The goal is to allow students to earn their high school diploma and an associate degree concurrently.
o Today there are 280 Early High Schools around the country.
o The current plan is for 300 to 500 students to be housed at the former location of the Aims Continuing Education Center, which is now being leased to the Colorado Department of Transportation.
o Dr. Datteri explained that the first year’s enrollment is slated to occur in 2015, and the current plan is to enroll 9th and 10th graders only that first year.
o Staffing requirements initially include a principal, two office personnel, one counselor and two custodial employees.
o It is important to note that this is a District 6 school, and Aims is a partner. As other school districts express interest in their own Early College High School, Aims is open to serving as a partner there as well.

c. Division III – Richard Hanks
o Interim Dean Hanks noted that there have been considerable changes among the divisions. He thanked Assistant Dean Jeff Smith and Staff Executive Susan Alexander and Staff Associate Kathy Lee for their extensive work in producing the division’s report to the board.
o Dr. Hanks discussed the significant changes in mathematics with curriculum and developmental skills.
o He discussed the collaboration with UNC in Education and Early Childhood Education.
o Behavioral Sciences has a new chair, Juanita Hernandez.
o All Applied Environmental Technologies are seeing increases across all programs. Oil and gas have received grant funding for new equipment that may be used in other programs as well.
o The Welding department consistently has a high number of completers and high graduate employment rates. Fort Lupton has added a Welding program and hired a new full-time instructor.
o Academic Pathways has significant implications for recruitment and retention. Led by Associate Dean Gene Meier, some of the department’s components include assessment prep, GED, and the Centennial BOCES program.
o Concurrent enrollment continues to expand.
o Intensive English Language program is looking at standardizing curriculum.
  ▪ A Trustee asked about a strategic plan for Division III. Dr. Hanks said yes, it is all part of the college’s master strategic plan, which is consistently being developed, implemented and evaluated.
  ▪ A Trustee asked if Dr. Hanks is working with the college’s marketing department. Yes, it is an ongoing activity.
  ▪ A Trustee asked how Aims decides what programs to offer and what programs to phase out. Dr. Liddell stated that the Director of Institutional Effectiveness and Assessment, the Deans and Provost Norwood regularly conduct trend analyses to determine academic programming.
  ▪ A Trustee asked if department heads are held accountable for bringing in students. They are not typically assessed on that level.
  ▪ A Trustee stated that the new Assessment Prep program is critically important to student success and retention.
  ▪ A Trustee asked if Compass is a competitor with the Accuplacer. It is not, it is another assessment tool particularly useful for ESL students.
d. Division 2 Report – Deb Johnasen
   o Dean Johansen thanked Ettie Arnold and Jeff Smith for putting the report together.
   o The Automotive program just went through curriculum redesign. Building industry partnerships is a priority for the coming year.
   o Aviation recently hosted a “Learn about Aviation Day” that was very successful.
   o Criminal Justice has developed a degree with designation. Enrollment is strong.
   o Nursing is working on collaboration with UNC, as well as completion and persistence rates.
   o Rad Tech has seen enrollment decrease mostly due to workplace demand.
   o Surgical Tech is very successful with 100% placement rate for a fourth year in a row and the third year in a row for 100% pass rate.
   o The science programs are working on academic assessment for Biology 105.
   o She also addressed the movement to assessment of student learning. Dr. Shelly Parsons is director of assessment at Aims and has helped to lead to 50% of the college’s CTE programs using some type of assessment tool. Additionally our Institutional Learning Outcomes project is working on developing rubrics to be used across the college.
   o Trish Rand is the Director for Professional Development and is leading the faculty mentorship program that is new this year and pairs new Aims instructors with existing Aims faculty in a one-to-one mentorship.
   o Enrollment in the fire sciences is up including concurrent enrollment.
     ▪ A Trustee suggested marketing specific programs by dedicating a certain amount into each budget for it. Dean Johansen agreed.
     ▪ A Trustee asked about purchasing portable X-ray machines for Rad Tech. Dean Johansen said their goal is to purchase them next year.
   o The discussion turned to the expansion of the Windsor campus, specifically the burn tower for the fire sciences building. Architects with Anderson, Mason and Dale introduced fire training structure specialist Roger LeBoeuf.
   o Mr. LeBoeuf emphasized the importance of using real fire in simulated training facilities, noting that propane is emerging as best practice for these types of facilities, as it eliminates issues such as smoke and soot that can be concerning to the community. He stated that it would be disadvantageous to the reputability of the program if “live” fire were not used.
   o A concern was expressed that the administration at the Town of Windsor was not anticipating “live” fire.
   o It was decided that administrators from Aims will meet with the Windsor Town Board and explain the situation, with hopes that a live fire training center would not be against their expectations for the expansion of the facility.

e. Amendment 68 Discussion – Geri Anderson
   o Kate Atkinson presented an informative discussion opposing Amendment 68. She stated that Amendment 68 would establish a mega casino at Arapahoe Park, which would draw gamblers away from the mountain casinos and thereby reduce the amount of gaming revenue funds that are dedicated to community colleges.
   o Trustees did not respond to her request for action.
f. President’s Executive Report
   o Dr. Liddell reported on the number of students using mobile devices at Aims and which technologies were most prevalent.
   o Mike Millsapps and Dean Jeff Reynolds presented an update on the renovations to the Physical Education building.
     ▪ Mr. Millsapps explained that the expansion and renovation will take the 19,000-square-foot existing facility to approximately 49,000 square feet.
     ▪ The new plan is estimated to cost $176 per square foot, which moves the requested budget to approximately $8.5 million. This includes replacing all the systems in it. This is a request for an increase from the original $6 million budget.
     ▪ The board agreed that the increased budget is necessary.

VI. Information Items
   a. Quasi Endowment Fund Balance –Bob Cox
      o Mr. Cox explained the purpose of the Quasi Endowment Fund and gave an update on the amount invested. In 2013, the College Board of Trustees adopted the quasi endowment fund. The purpose of the fund was to set aside funds for the potential reduction or elimination of State appropriations to the College. Pursuant to the Board of Trustees FY 2014-15 Long-Term Goal 3 (attain long-term financial and operational sustainability); and the attainment of the mid-term goal to “ensure fund balance is equivalent to three times State appropriations in the quasi endowment”, the Chief Business Officer will process adjusting entries at year end to assure this goal is achieved.
      o He noted that the fund has reached the goal.

b. Board Calendar
   o September 3, Board of Trustee Meeting, 2:30 p.m., Loveland campus
   o September 3, ASA Breakfast, 8 to 9:30 a.m., Cornerstone, Greeley campus
   o September 3, Loveland Fall-In, 11 a.m. to 1:30 p.m.
   o September 3 Audit Committee meeting, 1:30, room 201, Loveland campus
   o September 12, City of Greeley Next Step of Excellence Breakfast, 7:30 to 8:30, Downtown Greeley Recreation Center Room 101, G. Town Promise Meeting, 9 to 11:15 a.m., Union Colony Civic Center
   o September 11, Fort Lupton Fall-In, 11 a.m. to 2 p.m.
   o September 17, Windsor Fall-In, 11 a.m. to 1 p.m.
   o October 1, Board of Trustees meeting, 2:30 p.m., Beaty Hall Theater

c. New Hires
   o Sandi Olsen, New Position: Accounting Technician, Financial Services, Old Position: Accounting Technician, Cashiers office
   o Holly Allen, New Position: Staff Executive, Division I, Old Position: Staff Associate, TRIO/CORE
   o Miles Scheer, Instructor, Welding, Exempt- Faculty, New position, Division III
   o Peggy Johnson, Instructor, ECU, Exempt- Faculty, Replacement, Division III
   o Brian Martens, Instructor, Fire Science, Exempt- Faculty, New Position, Division II
   o Rachelle “Chelle” Costello, Chelle Costello, Instructor, Developmental English, Exempt- Faculty, Replacement, Division I
   o Eric Hashberger, Instructor, Mathematics, Exempt- Faculty, New Position,
Division III
  o Paul LaFleur, Instructor, Clinical/Coordinator, Exempt- Faculty, Replacement, Division II
  o Larry Stephen, Instructor, Air Traffic Control, Exempt- Faculty, Replacement, Division II, Aviation
  o Frances Rottini, Instructor, AAA, Exempt- Faculty, New Position, Division III, AAA
  o Kimberly Huerta, Student Services Specialist, Non- Exempt- Staff, New Position, Division I, Loveland Campus
  o Ashley Valenzuela-Ruesgen, Program Coordinator II, Business Outreach/Internship, Exempt- Staff, New Position, Division III

  d. Leaving Employ of the College
     o Ashleigh Jacks, HR Specialist , Department: Human Resources

VII. Action Items
  a. There are no Action Items to consider.

VIII. Comments from Board Members
  o Trustee Ruckel noted that the Aims Ag program was written about in the Fort Lupton press. She went to two Fall-In events and won a mullet wig from the IT department.
  o Dr. Richter thanked the Aims Staff Association for hosting a breakfast and panel discussion.

IX. Comments from Board Reps
  a. Faculty (Mark Brothe, ACEA Rep)
     o Mr. Brothe said the semester is off to a great start.

  b. Aims Staff Association (Ettie Arnold, ASA Board Rep)
     o Ms. Arnold noted that the ice cream event was well received. The staff breakfast was well attended. She reminded the group that the Chili’s restaurant in Greeley will donate a portion of their proceeds to the ASA on September 16-18.

  c. ASACC (Tag Chalk, ASACC President)
     o Mr. Chalk said Fall In was great this year. Constitution Day is Sept. 17, and students will be treated to hot dogs and pies. He commented that he is proud of his board members and that they are proud to be in student government.
     o In Fort Lupton the Student Government purchased a microwave for students to use.
     o Mr. Chalk will be attending a National Student Leader conference at the University of Houston.

X. Adjourn

ON MOTION OF LARRY WOOD THE MEETING ADJOURNED AT 5:10 P.M.