Aims Community College
Board Meeting Minutes
February 04, 2015
Beaty Hall Theater

The Board attended a Work session on GASB 68 and Tuition & Fees at 1:00 p.m. in Beaty Hall Room 123

Aims District Board Meeting

I. Call to Order
   a. The meeting was called to order at 2:37 p.m. by Board President Walt Richter. Other board members present included Mike Geile, Ray Peterson, Carol Ruckel, and Larry Wood. College President Marsi Liddell was also in attendance.

II. Additions/Deletions to the Agenda
   a. Addition X. Adjourn to Executive Session.

   ON MOTION OF MIKE GEILE, THE BOARD APPROVED THE AGENDA AS AMENDED.

III. Citizen Participation
   a. There was no citizen participation.

IV. Consent Agenda
   a. Minutes of the November 18, 2014 Special Meeting
   b. Minutes of the December 2, 2014 Special Meeting
   c. Minutes of the December 9, 2014 Special Meeting
   d. Minutes of the December 10, 2014 District Board Meeting
   e. Minutes of the December 15, 2014 Special Meeting
   f. Minutes of the December 19, 2014 Special Meeting

   ON MOTION OF CAROL RUCKEL, THE BOARD UNANIMOUSLY APPROVED THE CONSENT AGENDA.

V. President’s Report – Dr. Liddell
   a. Financial Update – Dan Erbert, Budget Director
      o Mr. Erbert referred to the mid-year financial statement. State appropriated property taxes were $1.9 million less than the prior year because the state was late making the payment.
   b. Administrative Service Report – Bob Cox, Chief Business Officer
      o There are 37 separate restricted funds, including federal funds and grant accounts. The Foundation manages 100 separate funds.
      o Accolades from the Board to Facilities and Operations for the work that they have done around campus.
      o Due to the upgrade to LED lights in Cornerstone, Xcel Energy has sent the College a check for $45,000.
o Construction management and CAD will remain in Hansen after the PSI building is completed.
o There is a need for science labs for the Early College High School students. There is a possibility of repurposing the Allied Health Building as some of the employees in Allied Health will be moving to the PSI building after it is completed. Funds for that renovation will be included in the next budget presented.
o The increase in 2014 purchase orders is due to the various construction projects.

c. President’s Executive Summary
o ECHS Update – Rob Umbaugh
   ▪ The Early College High School program is moving along rather quickly. A memorandum of understanding (MOU) was signed and delivered to District 6 on February 4, 2015. The MOU for Windsor should be signed and delivered soon. The lease agreement for the Corporate Education Center is in the drafting process.
   ▪ Windsor Charter Academy scheduled to begin classes the day after Labor Day, September 8, 2015.
   ▪ ECHS is in the implementation phase, committees are being formed for the activation of this process. Faculty contracts are being examined to determine how to accommodate academic working days requirements.
   ▪ Projected District 6 enrollment included 100 freshmen and 100 sophomores. The enrollment deadline was February 27, 2015 and the maximum capacity was set at 120 from each grade level.
   ▪ Windsor student registration is scheduled for March 2, 2015. Current projections include 100 freshman and 25 sophomores enroll in the program.
   ▪ The program could increase FTE by 700 or more. Expected to result in growth over the next 2-3 years.
   ▪ ECHS will utilize six full time faculty members, three social science/language faculty members, two political science faculty members and one geography faculty member split between the two schools. The program will also require a dean and one or two advisors.

o Legislative Overview- Geri Anderson
   ▪ Colorado general assembly legislative session began January 7, 2015. The focus was set on work force development and rolling back of k-12 standards and assessment.
   ▪ Senate Bill 82 was brought forward by the Weld County Commissioners concerning the authority of counties to establish a work force development program titled Bright Futures Fund. This would authorize counties to develop a work force development program that offers financial assistance to high school graduates towards their post-secondary education. This bill also enables the county to provide tax incentives for businesses to contribute to the fund. The bill passed out of senate local affairs unanimously and was amended to include high school graduates, veterans, and GED completers.
   ▪ Colorado Mountain College has created a bill, Bill 1319, to be introduced to the legislative session. The bill addresses the accounting for state monies provided to secondary educational institutions not included in the Colorado Opportunity Fund. CMC made a promise to legislators and all
state higher education institutions that they would not use state funds to support their baccalaureate programs, when the programs were established. This bill would allow them to use state funds for their baccalaureate programs without increasing their state allocations. Proposes an appropriation that the Long Bill will have 2 separate line items instead of one. Commission of higher education would examine performance contracts and make a determination of a funding increase or decrease depending on performance. Our funding bench mark would remain at the fifty percent allocation. Ultimately, the bill enables CMC to use their appropriation as they see fit. If an agreement of the language of the bill can be reached Aims will take a monitoring position and remain silent. Currently the four year institutions have not taken a position because the bill has not yet been introduced. We are working to distance AIMS from certain language in the bill.

- All other bills that may have had an impact on Aims Community College have been postponed indefinitely.
- Senator Lambert introduced a piece of legislation that does not allow higher education to provide performance funding to students of color. His objection is that Asian students were not included in the formula. The bill passed out of the Senate Education Committee.

  o Presidential Search Update – Damion Cordova
    - The two faculty members who will be participating in the search committee are Patricia Rand and Ellen Swieter.
    - Aims mailed out over 1,000 sourcing letters to various leaders in community colleges throughout the United States seeking assistance with collecting names for individuals who possess the qualifications necessary for the position of President of Aims.
    - The first search committee meeting was held January 30, 2015.
    - Any questions or input for the committee needs to be directed to Carol Ruckel, Committee Chair or Laurie Savona, with ACCT.
    - An important factor in a successful search is a high level of confidentiality, which is critical to the integrity of the search process. Members of the Search Committee cannot discuss candidates outside of the committee meetings. Applicants are encouraged not to discuss that they have applied to the position. Position posting closes Friday, March 13, 2015. The committee will meet on March 20, 2015 to select finalists. All initial interviews will be conducted via Skype March 26 and 27. The Committee will make a recommendation of finalists to the Board of Trustees. Finalists are scheduled to visit the College April 7-9, 2015. The new president has a scheduled start date of July 1, 2015.

d. Fellows Nominations - Dr. Liddell
  - The Aims Fellows designation is an opportunity for the Board of Trustees to recognize individuals from the community who have made an outstanding contribution to higher education and/or Aims Community College. The deadline for nominations is March 4, 2015. The nominations will be voted on by the Board at their April 1, 2015 meeting. The awards will be presented at the May 6, 2015 Board meeting.
  - Everyone is invited and urged to attend conversation day on Friday, February 6, 2015
VI. Information Items
   a. Board Calendar
      o February 4, 2015, Board of Trustees meeting, 2:30 p.m., Beaty Hall Theater 102
      o February 6, 2015, Conversation Day, 8:00 a.m.-1:00 p.m., Cornerstone Conference Center, College Closed 8:00 a.m.-1:00 p.m.
      o February 19, 2015, Greeley Chamber Annual Dinner, details TBD
      o March 4, 2015, Board of Trustees meeting, 2:30 p.m., Fort Lupton Campus
      o March 9-13, 2015, Spring Break
      o April 1, 2015, Board of Trustees meeting, 2:30 p.m., Beaty Hall Theater 102
      o April 16, 2015, Annual President’s Reception, 3:50-5:00 p.m., Cornerstone Conference Center
      o May 2, 2015, Aardvark 2K/5K Walk/Fun Run, Greeley Campus, details TBD
      o May 6, 2015, Board of Trustees meeting, 2:30 p.m., Beaty Hall Theater 102
      o May 8, 2015, Graduation, details TBD
      o May 25, 2015 Memorial Day Holiday, College Closed
   b. Academic Calendar 2015-2016
   c. New Hires
      o Ettie Arnold, Staff Associate, Full Time, New Position, Physical Education
      o Anita Overgaard, Program Analyst, Exempt, Replacement Position, IRM
      o Susan Alexander, Business Analyst, Exempt, New Position, IRM
      o Katelyn Elliott, Administrative Associate/Board of Trustees Liaison, Exempt, Replacement Position, Office of the President
      o Kailey Block, Accountant, Exempt, Replacement Position, Financial Services
      o Vicki Little, Enrollment Advisor, Full Time Exempt Staff, Replacement Position, Student Services
      o Jeanette Fraser, Instructor, Full Time Non Tenured Faculty, New Position, Nursing
      o Jeannine Thellman, Instructor, Full Time Non Tenured Faculty, Replacement Position, Nursing
      o Elisabeth Koehler, Instructor, Full Time Faculty, Replacement Position, Nursing
      o Lindsey Oster, Staff Executive, Full Time Non-Exempt Staff, Replacement Position, Division III
      o Alexander Wernsman, Certified Flight Instructor, Full Time Exempt, Replacement Position, Aviation
      o Ruby Kyle, Accountant, Full Time Exempt, Replacement Position, Financial Services
      o Eileen McGaughey, Program coordinator III, Training, Full Time Exempt, New Position, Strategic Planning and Organizational Development
      o Dawn Uhrich, Learning Resource Specialist, Full Time Non-Exempt, New Position, Academic Resource Center
      o Amy Stinar, Staff Executive, Full time Non-Exempt, Replacement Position, Information Resource Management (IRM)
   d. Leaving Employ of the College
      o None to report

VII. Action Items
   a. Finalize and Approve Presidential Profile
The presidential profile was available to staff and faculty for comments. The committee did take into consideration all of the comments that were received. ACCT is working to complete the introductory paragraph for marketing purposes. Addressing AQIP needs will be included in the top section of the document.

**ON MOTION OF CAROL RUCKEL, THE BOARD UNANIMOUSLY APPROVED THE PRESIDENTIAL PROFILE, INCLUDING THE CHALLENGES AND OPPORTUNITIES, IDEAL CHARACTERISTICS, MINIMUM QUALIFICATIONS, AND PREFERED QUALIFICATIONS SECTIONS.**

b. Policies and Procedures
   - Policy 4-705 Faculty Consultation – Deferred to Consultation
   - Policy 4-706 Consultation Agreement – Deferred to Consultation
   - Policy 4-800 Faculty Due Process – Deferred to Consultation
   - Policy 4-801 Faculty Reduction in Force – Deferred to Consultation
   - Policy 3-725 Tobacco Free – Tabled to receive Student Government input

c. Funding for Board of Trustees Long-Term Goals - Bob Cox
   - Following the establishment of the Boards long-term and short-term goals adjustments were made to the budget. These included an increase in technology infrastructure, an increase in full time faculty, and an increase in student services support staff. The overall fiscal impact is projected to be $3.2 million over 3 years. Recommendation to the Board is to approve a budget increase of 1,404,419 for FY15.

**ON MOTION OF MIKE GEILE, THE BOARD UNANIMOUSLY APPROVED A BUDGET INCREASE OF $1,409,419 FOR FY15. FUNDING WILL BE $1,159,419 FROM COLLEGE REVENUES AND $250,000 FROM THE AIMS COMMUNITY COLLEGE FOUNDATION.**

**VIII. Comments from Board Members**
   a. Carol Ruckel reported that she attended the TRiO honors reception on January 9, 2015. It is a delight to see students doing so well and the wonderful support that they are receiving from the institution.
   b. Dr. Walt Richter provided an update on Aims’ involvement with international education in Thailand. There have been ongoing efforts to assist the Thai educators with establishing a community college in Thailand. Dr. Richter has received a request to host, at no cost to Aims, three educators from Cambodia for a month to foster an opportunity for them to observe how Aims operates as a community college.

**IX. Comments from Board Representatives**
   a. Faculty (Mark Brothe, AFA Board Representative) - The Aims Faculty Association is doing well with the group’s name change. The all faculty conference is on Saturday, February 21, the event will include a silent auction.
   b. Aims Staff Association (Ettie Arnold, Secretary for ASA) - The ASA administered a survey to campus and the results showed that overall the staff wants ASA to facilitate and encourage communication. They want to see networking and social opportunities. At the next ASA meeting the group will
explore opportunities to continue to express appreciation to the staff. ASA will be hosting a chili fundraiser April 7-9.

c. ASACC (Tag Chalk, ASACC President)- Tobacco policy members attended Tobacco free campus training. ASACC is developing a survey for students regarding tobacco use on campus. They are beginning to recruit for 2015-2016 ASACC Board.

X. Adjourn to Executive Session
   a. As allowed by CRS 24-6-402 (4) (b), the Board may adjourn into Executive Session to receive legal advice. Invited to attend Stow Witwer and Kate Elliott.

   ON MOTION OF RAY PETERSON THE BOARD UNANIMOUSLY VOTED TO ADJOURN TO EXECUTIVE SESSION AT 4:15 PM.

   ON MOTION OF CAROL RUCKEL THE BOARD ADJOURNED EXECUTIVE SESSION AND RETURNED TO REGULAR SESSION AT 5:45 PM.

XI. Adjourn

   ON MOTION OF RAY PETERSON THE BOARD ADJOURNED THE MEETING AT 5:46 PM.