Aims Community College Board Meeting  
Board Meeting Minutes  
May 6, 2015  
Beaty Hall Theater, 2:30 p.m.

Aims District Board Meeting  
I. Call to Order  
a. The meeting was called to order at 2:42 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: VII. Action Items, h. Naming Aims Community College Interim President  
b. Addition: VII. Action Items, i. Resolution of the Aims Board of Trustees

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

III. Aims Presidential Service Award  
a. Dr. Liddell presented Commissioner Sean Conway with the Aims Distinguished Service Award to recognize him for being an advocate of Aims Community College and education as a whole.  
b. Sean Conway thanked Dr. Liddell and the College for this recognition. Commissioner Conway shared his appreciation for Aims and what the College does for the students and the community

IV. Citizen Participation  
a. Student Eli Koehn presented his argument for the College to switch from florescent light bulbs to LED light bulbs throughout the College. This project was for his senior capstone class.

V. Consent Agenda  
a. Minutes of the April 1, 2015 District Board Meeting  
b. Minutes of the April 10, 2015 Special District Board Meeting

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

VI. President’s Report – Dr. Liddell  
a. Financial Update – Dan Erbert  
   o The current financial statement represents 75% of the fiscal year to date. Our interest income is up significantly over budget because Bob Cox has done reinvesting to increase revenue.  
b. ACAC Update- Margaret Dempsey  
   o ACAC is working on what the committee can do to foster the idea of continuous improvement. ACAC has changed its mission this year to now represent changes within the strategic plans. ACAC Mission Statement: ACAC represents the College community in the development of action projects and other
improvement initiatives. The Committee will use AQIP guidelines and alignment with College strategic goals as criteria for recommending and support of projects, with the ultimate focus being continuous improvement of College systems.

- ACAC has recently designed a time line and process for consideration of continuous improvement projects as well as AQIP Action projects. The process enables ACAC to serve as a vetting process for potential projects.

c. President’s Executive Summary

- Digital Community College Award
  - Aims was named as one of the Top 10 Digital Community Colleges in the Country in our classification. Kudos to all that made the possible.

- Greeley Chamber of Commerce Membership Anniversary
  - Aims celebrated its 37th year as an investor in the Greeley Chamber of Commerce.

- Tax Help Colorado Results
  - This year 1111 people were seen by our volunteer students and instructors. Refunds totaled approximately 2.2 million dollars that have come back to the community.
  - Legislative session update
    - The 2015 Legislative Session was characterized by substantive conversations on a variety of topics important to Colorado citizens. Compared to 2014, this session was divisive at times with several long floor debates. Although there were nearly 700 pieces of legislation introduced, few reached Governor John Hickenlooper’s desk for signature.

Despite press coverage to the contrary, many bills pass each year with bipartisan support. In 2015, there were several areas of consensus among legislators including: workforce and economic development, K-12 assessment, and law enforcement training and misconduct reporting.

Of course, there was also controversy under the Golden Dome. One of the biggest fights of the year was related to moving the hospital provider fee funds from the state budget to an enterprise account. Other controversial bills related to fetal homicide, urban renewal tax authority, common core standards and background checks for coaches.

In terms of higher education, there was much debate over implementation of the higher education funding formula which was passed during the 2014 session. In the end, there were no substantial changes to the formula. Aims direct grant will increase by 11%.

- Aardvark run- There were between 250-300 people on campus including participants and volunteers.
- Swatting incident- 4-5 employees were on site, everyone worked together very well as a team to handle the situation. Very sobering situation to watch people in full military gear with guns drawn walk across the campus.
- Dr. Liddell shared a letter of commendation addressed to the College.

VII. Information Items
a. Board Calendar
   o May 6, 2015, Board of Trustees meeting, 2:30 p.m., Beaty Hall Theater
   o May 6, 2015, Early Childhood Education Graduation Reception, Cornerstone, 6:30-7:30
   o May 7, 2015, Day Fire Fighter I Academy Graduation, Union Colony Civic Center, 6:00 p.m.
   o May 8, 2015, Pinning Ceremony, Aims Associate Degree Nursing Class of 2015, Cornerstone, 1-3 p.m.
   o May 8, 2015, Academic Honors Ceremony, Budweiser Event Center, 4:00 p.m.
   o May 8, 2015, Graduation, Budweiser Event Center, 7 to 9:30 p.m.
   o May 9, 2015, Criminal Justice Graduation Reception, Cornerstone, 6:00 p.m.
   o May 11, 2015, Begin Four-Day Work Weeks Through Aug. 7
   o May 12, 2015, Centennial BOCES High School Graduation, Longmont Students, 7:30 p.m., The Memorial Building, Longmont
   o May 13, 2015, Centennial BOCES High School Graduation, Greeley Students, 7:30 p.m., Valley High School Auditorium, Gilcrest
   o May 15, 2015, Night Fire Fighter I Academy Graduation, Union Colony Civic Center, 6:00 p.m.
   o May 25, 2015, Memorial Day Holiday, College Closed
   o June 1, 2015, First Day of Summer Semester
   o June 1-11, 2015, College for Kids, Greeley Campus
   o June 15-18, 2015, College for Kids, Loveland Campus
   o June 24, 2015, Board of Trustees meeting, 2:30 p.m., Beaty Hall Theater
b. New Hires
   o Kathleen ‘Katie’ Newton, Information Security Analyst, Exempt, New Position, Network and Security Services
   o Yesenia Talavera-Carrillo, Enrollment Advisor, Exempt, Replacement Position, Student Services
   o Jill Collins, Staff Executive, Non-Exempt, Replacement Position, Division II
   o Joanne Best, Staff Associate FTLC/Assessment, Non-Exempt, New Position, Division II FTLC
   o John Gray, IT Support Specialist, Non-Exempt, Replacement Position, Information Technology
   o Nicole Martinez, Staff Associate, Non-Exempt, Replacement Position, Division III
c. Leaving Employ of the College
   o Lisa Hansen, Faculty, Nursing
   o Cindy Cook, Controller, Financial Services
   o Lani Sorenson, Staff Associate, TAACCCT_Oil and Gas Program
   o Deana Lemos-Garcia, Generalist, Human Resources
   o Jennifer Oliver, Chief College & Community Relations, College & Community Relations

VIII. Action Items
    a. Faculty Consultation Agreement
       o The Faculty Consultation Committee has agreed to and recommends the following changes for the 2015-16 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 2015-16.
2. We appreciate the Board of Trustees approving continuation of the medical premium payments for employees.
   - 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 2015-2016
   - “May return” date for faculty is August 12, 2015
   - “Must return” date for faculty is August 20, 2015
   - An end date of May 18, 2016, including graduation 2016
4. We agree to continue negotiations on Policy 4-701, Faculty Load

**ON MOTION OF LARRY WOOD, THE BOARD UNANIMOUSLY APPROVED THE FACULTY CONSULTATION AGREEMENT.**

b. Salary Proposal
   - The beginning base salary for faculty is near the bottom of comparable Mountain States Colleges. The faculty base for Aims faculty is $37,500. The median is over $41,600. Last year, we began the two-step process ($2,500 increase in 2014-15 and $2,500 for 2015-16) to bring the base faculty salary up to the median. In an effort to bring faculty salaries closer to the median we are proposing the implementation of the second step to bring the base salary up to $40,000 for 2015-16. This will include $2,500 base adjustment for all full-time faculty for the upcoming academic year. In addition, cost of living (CPI) in this area is increasing at 3%. Therefore, the recommendation is to increase faculty salaries by $2,500 and adjust the new base by the cost of living of 3% to match the CPI.

For full-time staff and administrators the recommendation is to adjust base salaries by $1,500 and then adjust the new base by the 3% CPI which was similar to the increase provided last year. Funding is also provided to bring administrative salaries up to the average of their comparable salaries as developed last year.

As with the full-time faculty salary increase, our part-time/adjunct faculty salaries have been significantly below market rates paid by colleges and universities in the area. Administration is recommending the second year increase as proposed last year. The proposed increase will raise the credit hour rate from $832 per credit hour to $1,000 per credit hour. The cost of this rate increase is estimated to be $490,000.

And in an effort to be competitive in recruiting part-time employees and retaining work-study employees, a 5% increase is recommended at an estimated increase of $100,000.
ON THE MOTION OF CAROL RUCKEL, THE BOARD UNANIMOUSLY APPROVED THE SALARY PROPOSAL AS PRESENTED.

c. FY 2015-16 Budget, First Reading
   o The budget has an overall increase of 16% due to the strategic plan, ECHS, salary and benefits, and operating expense adjustments. There was an addition of the designated reserve for PERA unfunded liability. Quasi endowment continues to increase as state aid increases. There are $21.2 million for various remaining projects that are in the master plan.
   o On page 44 of the budget document, under special project $23.8 million represents both capital projects and major maintenance projects. Point of clarification, the projects will not all be complete 15-16

ON MOTION OF MIKE GEILE, THE BOARD UNANIMOUSLY APPROVED THE 2015-2016 OPERATING BUDGET ON FIRST READING.

d. Emeritus Status for Susan Burrows
   o The Academic Deans unanimously recommend the conferral of Emeritus status on Susan Burrows. She meets the requirements outlined in Aims Community College Procedure 4-503A.

ON MOTION OF RAY PETERSON, THE BOARD VOTED UNANIMOUSLY TO CONFER EMERITUS STATUS ON SUSAN BURROWS.

e. Emeritus Status for Laura Willoughby
   o The Academic Deans unanimously recommend the conferral of Emeritus Status on Laura Willoughby. She meets the requirements outlined in Aims Community College Policy 4-503A.

ON MOTION OF CAROL RUCKEL, THE BOARD VOTED UNANIMOUSLY TO CONFER EMERITUS STATUS ON LAURA WILLOUGHBY.

f. Policies
   o Policy 4-705 Faculty Consultation-Second Reading
      The faculty association voted to disaffiliate from the Colorado Education Association and create the Aims Faculty Association in an effort to be more responsive to faculty and inclusive of all faculty at the College, including part-time faculty. In October, the Aims Board of Trustees tabled review of four policies by the consultation team to ensure that the name change did not have any unintended consequences. The consultation team provided additional revisions to policy 4-705 to ensure clarity that part-time faculty were not included by representation of AFA in the meet and confer consultative process. The changes are reflected in this revised policy draft.

ON MOTION OF MIKE GEILE, THE BOARD UNANIMOUSLY APPROVED CHANGES TO POLICY 4-705 FACULTY CONSULTATION ON SECOND READING.

   o Policy 4-800 Faculty Due Process- Second Reading
      The faculty association voted to disaffiliate from the Colorado Education Association and create the Aims Faculty Association in an effort to be more responsive to faculty and inclusive of all faculty at the College, including part-time faculty. In October, the Aims Board of Trustees tabled review of four policies by the consultation team to ensure that the name change did not have
any unintended consequences. The consultation team reviewed policy 4-800 and determined that no unintended consequences are created in this policy by the name change. The name change is reflected in this revised policy draft.

**ON MOTION OF LARRY WOOD, THE BOARD UNANIMOUSLY APPROVED CHANGES TO POLICY 4-800 FACULTY DUE PROCESS ON SECOND READING.**

- Policy 4-801 Faculty Reduction in Force- Second Reading
  The faculty association voted to disaffiliate from the Colorado Education Association and create the Aims Faculty Association in an effort to be more responsive to faculty and inclusive of all faculty at the College, including part-time faculty. In October, the Aims Board of Trustees tabled review of four policies by the consultation team to ensure that the name change did not have any unintended consequences. The consultation team reviewed policy 4-801 and determined that no unintended consequences are created in this policy by the name change. The name change is reflected in this revised policy draft.

**ON MOTION OF RAY PETERSON, THE BOARD UNANIMOUSLY APPROVED THE CHANGES TO POLICY 4-801 FACULTY REDUCTION IN FORCE ON SECOND READING.**

- Policy 3-725 Tobacco Free – Second Reading
  In October, the Aims Community College Board of Trustees deferred the question of making Aims Community College tobacco-free to the Aims Student Government Association (SGA). The SGA previously provided the research and recommendations for the adoption of the tobacco and smoke-free zones policy and procedure. The SGA undertook extensive research and deliberation into the question. The SGA summary, recommendations, and recommended policy language are included herewith. The SGA included a proposed process and procedure to achieve a tobacco-free environment by 2019. Aims Community College Administration has stayed review of the proposed SGA tobacco-free procedure until the Aims Community College Board of Trustees approves the SGA proposal for Aims Community College to become tobacco-free by 2019.

**ON MOTION OF MIKE GEILE, THE BOARD UNANIMOUSLY APPROVED THE CHANGES TO POLICY 3-725 TOBACCO FREE ON SECOND READING.**

- Policy 4-706 Consultation Agreement- Deferred to Consultation
  The faculty association voted to disaffiliate from the Colorado Education Association and create the Aims Faculty Association in an effort to be more responsive to faculty and inclusive of all faculty at the College, including part-time faculty. In October, the Aims Board of Trustees tabled review of four policies by the consultation team to ensure that the name change did not have any unintended consequences. The consultation team provided additional revisions to policy 4-706 to ensure that the policy is aligned to current consultative processes and that no unintended consequences of the name change are created. The changes are reflected in this revised policy draft.

**ON MOTION OF CAROL RUCKEL, THE BOARD UNANIMOUSLY VOTED TO TAKE POLICY 4-706 FROM THE TABLE.**
Under the Faculty Education Increment Guidelines the advancement of a faculty member’s education is taken into consideration for overall compensation. At this time overall experience is not taken into consideration for overall compensation. Consultation would be willing to look into this topic in the future at the Board’s request. The recommendation is to approve the consultation proposal as presented and forward the research of this proposal for the next consultation session.

ON MOTION OF MIKE GEILE, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE CHANGES TO POLICY 4-706 CONSULTATION AGREEMENT ON FIRST READING.

Policy 4-701 Faculty Load Guidelines- Referred to Consultation for Review During 2015-2016

g. Part Time Employee Benefits Proposal

According to federal government guidelines, beginning July 1, 2015, Aims will be required to pay medical benefits to part-time employees who work thirty hours or more each week. The federal government also mandates coverage for the dependents of part-time employees working thirty hours or more. The federal government defines a dependent as a child, 26 years of age or younger; spouses are not included in the medical coverage mandate.

The cost to Aims for medical only coverage for a part-time employee plus family is $1,641.15 per month. The College has 20 part-time employees who are potentially eligible for medical coverage provided by the College. The additional cost that the College would be facing for part-time employee medical coverage is $32,832 annually.

While it is not mandated, the College has the option to provide medical only coverage to spouses of eligible part-time employees.

ON MOTION OF CAROL RUCKEL, THE BOARD UNANIMOUSLY APPROVED TO PROVIDE MEDICAL ONLY COVERAGE FOR SPOUSES OF ELIGIBLE PART-TIME EMPLOYEES.

h. Naming of Aims Community College Interim President


i. Resolution of the Aims Board of Trustees

RESOLUTION COMMENDING ACCT ON SUCCESSFUL PRESIDENTIAL SEARCH

WHEREAS, Dr. Marsi Liddell, President of Aims Community College, has announced her retirement;
WHEREAS, The Association of Community College Trustees (ACCT) was selected by the Trustees of Aims Community College in a competitive process to facilitate the search for a new president; and

WHEREAS, The guidance provided by Dr. Laurie Savona and Dr. Narcisa Polonio of ACCT to the Search Committee and the Board of Trustees has exceeded expectations: thoughtful, timely and relevant to our College and its needs;

RESOLVED, That the Board of Trustees of Aims Community College commends Dr. Laurie Savona and Dr. Narcisa Polonio for outstanding service to the College and community during the conduct and completion of a successful presidential search.

ON MOTION OF MIKE GEILE, THE BOARD UNANIMOUSLY APPROVED THE RESOLUTION AS PRESENTED.

IX. Comments from Board Members
   a. Larry Wood- Commended Dr. Liddell for the way that she handled the incident on Saturday May 2, 2015 with the hoax police report. Larry was very impressed with the way that Dr. Bornstein handled the contract and negotiation process.
   b. Ray Peterson- Believes the Board made a great decision in the placement of a president to follow the great work of Dr. Liddell.
   c. Mike Geile- It was amazing how the community was represented in the Aardvark Fun Run. Thank you to Dr. Liddell for the way the incident on Saturday was handled.
   d. Carol Ruckel- Attended the TRIO reception and commented that it was wonderful to see those students honored. Two of the TRIO graduates are going on to attend the Colorado School of Mines.
   e. Walt Richter- Echoed Carols remarks regarding the TRIO program. Dr. Richter took a moment to thank Jeff Reynolds for his service as an academic dean. Jeff has decided to return to his former role as a faculty member teaching history.

X. Comments from Board Reps
   a. Aims Faculty Association(Mark Brothe or Trish Rand, AFA Board Rep)
      o AFA New Board Members:
         Trish Rand- President
         John Mangin- Vice President
         Allison Easley- Secretary
         Jenn Bailey- Treasurer
         Jan Stapleton- Consultation
         Ellen Swieter- Board Representative
         Rebecca Sailor- Board Representative
         Kendra Griffin- Division I
         Cindy Allee- Division II
         Cathy Beighey- Division III
         Josh Hoban- Adjunct Representative
         Marge Lameth- Adjunct Representative
   b. Aims Staff Association (Ettie Arnold, ASA Board Reps)
      o The ASA was able to sponsor 4 kids to attend College for Kids for 1 week.
o ASA New Board Members:
   Nan Printz- President
   Ettie Arnold- President Elect
   Ruby Kyle- Treasurer
   Eileen McGaughey- Secretary
   Rebecca Espinoza- Board Representative
   Anna Sanchez- Board Representative
   Cynthia Halligan- Greeley Representative
   Natalia Delgado- Fort Lupton Representative
   Devon Richers- Loveland Representative

c. Associated Students of Aims Community College (Tag Chalk, ASACC President)
   o ASACC End of year celebration will be on May 11, 2015. Extended thanks to the Board and Dr. Liddell for all they do for the students
   o ASACC New Council Members:
      Alyssa Alvarado-Aracho-Peer Educator-Loveland
      Cody Gamet-Peer Educator-Greeley
      Abbi Larson-Peer Educator-Greeley
      Susana Sanchez-Peer Educator-Greeley
      Tammy Ortiz-Student President
      Dawn LeClair-Student Vice President
      Sierra Finders-Student Secretary & Treasurer

XI. Adjourn

ON MOTION OF CAROL RUCKEL, THE BOARD ADJOURNED MEETING AT 4:26PM.