Aims Community College Board Meeting  
Minutes from December 12, 2012  
Beaty Hall Theater 2:30 PM

I. Call to Order  
The meeting was called to order at 2:39 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  
- In Policies and Procedures  
  - Item VII 3, 2-1000, the item listed as the Procedure portion of 2-1000 should not be listed, as Procedures are not subject to Board approval.  
  - 2-200 the title should read Grading System  
  - 5-601 the title is incorrect. It should be Students Rights and Responsibilities, first reading  
- The Board may adjourn to Executive Session to receive legal counsel as allowed per CRS§24-6-402(4)(b) rather than to discuss personnel issues as is noted on the original agenda.

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

III. Citizen Participation  
There was no citizen participation.

IV. Consent Agenda  
ON MOTION OF MIKE FREEMAN THE BOARD UNANIMOUSLY APPROVED THE CONSENT AGENDA.

V. President’s Report – Dr. Liddell  
- The Financial Update was presented by Dan Erbert.  
  - There were no questions for Mr. Erbert.  
- Performance Contract Approval  
  - Dr. Liddell told the Board that the CCHE has approved our performance contract as we submitted it.  
  - CCHE did add that the contracts would be reviewed and updated every two years or on an as-needed basis.  
- Dr. Liddell provided a legislative update on the Lobato case, which questions the constitutionality of funding for K-12. It was filed in Pueblo and questions the equitable funding for rural schools versus urban schools. It is now at the State Supreme Court. The outcome of this case could impact funding for higher education because if the state is required to fund K-12 at higher levels, there is the possibility that there would be no money left to fund other things that are not constitutionally required to be funded, e.g.,
higher education, corrections, transportation. Dr. Liddell said the Supreme Court will likely not hear the case until February or March of 2013.

- Dr. Liddell mentioned that the state legislature is now controlled by Democrats, who are pushing to overturn part of HB 1023, which would allow undocumented students to receive some type of public benefits including higher education. It is possible that those undocumented students will not be charged out-of-state rates for state colleges. We should know more in early 2013.

- Dr. Liddell presented information Aims received from Sen. Michael Bennett and former Sen. Hank Brown to approve their Colorado Compact. Dr. Liddell read the first paragraph of the compact into the minutes:
  - The Colorado Compact is an effort to convene and promote a reasonable conversation on immigration in Colorado that could lead to real and lasting federal reform. The Compact brings together leaders and community members of diverse backgrounds and politics who are committed to fostering a more rational and collaborative approach to immigration policy than exists today. We believe that the growing consequences of a broken immigration system must be addressed in a bipartisan effort that considers the principles outlined in this compact.
  - Dr. Liddell said that the Board has officially endorsed the compact.

- Dr. Liddell shared that former Director of Marketing Mark Olson has returned to assist the team until a new Director is hired. Mr. Olson said that he was enjoying his time here and it is good to come home to Aims and assist following his retirement.

VI. Information Items
   a. Board Calendar
      - December 12, Employee Potluck, Westview, 11 a.m. to 1 p.m.
      - December 12, Board of Trustees meeting, Beaty Hall Theater, 2:30 p.m.
      - Dec. 24 through Jan. 2, Holiday Break, college closed
      - January Meeting Canceled
      - Jan. 14, Spring Semester begins
      - Jan. 21, Martin Luther King, Jr. Day, college closed
      - Feb. 1, Conversation Day, CED, 8 a.m. to 1 p.m.
      - Feb. 6, Board of Trustees meeting, Beaty Hall Theater, 2:30 p.m.

   b. Administration and Staff Hires
      - Susan Alexander, Staff Executive, Full-Time-Non-Exempt- Staff, Replacement, Division IV
      - Franz Jacobs, Student Services Specialist, Full-Time-Non-Exempt- Staff, Reclassification (part- to full-time), Student Services- Testing Center

   c. Leaving Employ of the College
      - Bob Kjelland, Director II, College and Community Relations

VII. Action Items
   a. Certification of Mill Levy
      - Mr. Erbert presented the information to certify the mill levy to support the budget. This is a yearly process. This year the mill levy is at 6.318 mills for the 2012-2013 year, which is the same rate as last year.
      - Dr. Richter read into the minutes the anticipated property tax revenue is
$34,323,126 based on the base mill levy 6.299 refund abatements of 0.019 for a total current mill levy of 6.318.

**ON MOTION OF MIKE GEILE THE BOARD APPROVED UNANIMOUSLY TO CERTIFY THE MILL LEVY FIGURES FOR 2012-2013.**

b. Approval of Sabbatical Requests
   - Dr. Liddell mentioned that a new process for sabbaticals is now in place where faculty members are eligible after their sixth year of full-time employment. This year there are two requests that have advanced to the Board, which are from Dr. Ralph Tarnasky and DeLynn Anderson.
   - The administrative recommendation is to approve.

**ON MOTION OF CAROL RUCKEL THE BOARD APPROVED UNANIMOUSLY THE SABBATICAL REQUESTS FOR DELYNN ANDERSON AND RALPH TARNASKY.**

a. Policies and Procedures
   1. **1-105 Code of Ethics, second reading**
      - The Policy has been revised to include confidentiality in Aims’ code of ethics as an ethical standard that Aims’ employees and trustees abide by. A few meetings ago, the Board of Trustees requested that a procedure be attached to this policy to clarify when matters may not be maintained in confidentiality. This request was approved by the President and Senior Management on November 26, 2012, and they directed the formation of a task force to work on this procedure.
      - The administrative recommendation is to approve.

**ON MOTION OF LARRY WOOD THE BOARD APPROVED UNANIMOUSLY TO APPROVE POLICY 1-105 ON SECOND READING.**

2. **2-200 Grading System, second reading**
   - The Policy has been revised to clarify that grades, once reported are a matter of permanent record.
   - The administrative recommendation is to approve on second reading.

**ON MOTION OF CAROL RUCKEL THE BOARD APPROVED UNANIMOUSLY TO APPROVE POLICY 2-200 ON SECOND READING.**

3. **2-1000 Credit for Prior Learning, second reading**
   - The Policy has been written to clarify that certain experiences may be acquired by students through work and life experiences, and that Aims may award credit for prior learning in accord with Aims Community College Procedures, Colorado Laws, and accreditation standards governing such award of credit for prior learning. Examples of mechanisms through which institutions are allowed to award credit for prior learning are the College-Level Examination Program (CLEP), Advanced Placement courses (AP), and the Defense Activity for Non-Traditional Education Support (DANTES) to name a few.
   - The administrative recommendation is to approve.
ON MOTION OF MIKE FREEMAN THE BOARD APPROVED UNANIMOUSLY TO ADOPT POLICY 2-1000 ON SECOND READING.

4. 4-902 Discriminatory Harassment, second reading
   - The Policy has been revised to align with new Title IX requirements surrounding handling of sexual harassment and abuse claims, investigations and reporting of outcomes, as well as revisions to further aligned discriminatory harassment practices with Aims student discipline processes.
   - The administrative recommendation is to approve.
     a. A Trustee asked for a clarification of on-campus and off-campus incidents including progressive discipline and due process. Dr. Liddell mentioned an incident she was familiar with at another college where two students alleged sexual harassment had taken place off campus, and that college was still required to intervene and investigate to be in compliance with Title IX.
     b. Ms. Owens stated that Title IX requires very strict timelines in reporting incidents and investigations. Aims is fully in compliance with those requirements. The Title IX Officer is also our Student Judicial Affairs Officer, and he has been to training and is in the process of training all of our employees. Title IX does cover our students on campus and off. The institution has extensive student due process policies and procedures in place outside of discriminatory harassment. If we find that a student engaged in harassing or discriminatory behavior the rest of the student policies come into play.

ON MOTION OF MIKE GEILE THE BOARD APPROVED UNANIMOUSLY TO ADOPT POLICY 4-902 ON SECOND READING.

5. 5-601 Student Rights and Responsibilities, first reading
   - The Policy has been revised to incorporate the work of recent student discipline committees.
   - The administrative recommendation is to approve.
     a. A Trustee asked about the particular wording pertaining to “students who conduct themselves contrary to the best interest of the class as a whole may be dropped from the roster.” The Trustee suggested the wording be changed to, “Students may face disciplinary action up to and including expulsion.” This allows for a range of behaviors from mildly disruptive to egregious behavior.
     b. Ms. Owens asked the board to entertain the amended copy of the procedure as suggested by Dr. Richter.
     c. A Trustee asked if the committee should review it again with the amended wording. Ms. Owens stated that this portion of the policy is not the portion that the committee chose to revise, and that she believes this suggested amendment further advances the committee’s intent, in that students are made aware that egregious behavior can lead to expulsion.
ON REVISED MOTION OF CAROL RUCKEL THE BOARD UNANIMOUSLY APPROVED TO ADOPT POLICY 5-601 AS AMENDED ON FIRST READING.

VIII. Comments from Board Members
- Trustee Wood said it is exciting to see the building going up in Fort Lupton.
- Trustee Freeman agreed with Trustee Wood and added that he is excited for both the oil and gas program and the agriculture program to be launching in Fort Lupton.
- Trustee Ruckel thanked he fellow Board member for supporting the growth on the Fort Lupton campus. She mentioned that she was attending a DJ Basin Safety Council meeting last Thursday and was thrilled to hear what those community members were saying about both the Agriculture and the Oil and Gas programs.
- Dr. Richter talked about the list of course and lab fees commenting that very few of them changed this year. This is important because while many schools are raising tuition and fees, Aims has been able to maintain costs without harming in any way the quality of the education.

IX. Comments from Board Reps
- Faculty had no comment.
- Ettie Arnold from the Aims Staff Association thanked Dr. Liddell for allowing the outlying campuses to attend the holiday potluck. She reported that the Silent Auction raised about $300 for the ASA. Advertising for the Pancake breakfast will begin in January for the April event.
- Student Government President Joseph Larson thanked the Board for keeping tuition and fees low, adding that it is very helpful to the student. He mentioned that this is typically a slow time for student events because of finals. They did host a Poetry Slam and a de-stress event that had great attendance and a lot of good tips for beating stress during finals and the holiday season. ASACC held their end of semester celebration. Jessica Schneider as myLife Peer Educator of the semester and Bruce Dougherty as SGA member of the semester. Their next meeting will be Jan. 7 for their spring orientation for student government. Mr. Larson is also serving on a Student Completion Task Force that is working on ways and ideas to help students complete.

X. Executive Session
ON MOTION OF LARRY WOOD THE BOARD ADJOURNED TO EXECUTIVE SESSION AT 3:21 PM AS ALLOWED BY CRS 24-6-402 (4)(B) TO RECEIVE LEGAL COUNSEL.

ON MOTION OF MIKE FREEMAN THE BOARD ADJOURNED EXECUTIVE SESSION AND RECONVENED THE REGULAR MEETING AT 4:47 PM.

XI. Adjourn
THE BOARD TOOK NO ACTION AND ADJOURNED THE REGULAR MEETING ON MOTION OF MIKE FREEMAN AT 4:47 PM.

Mike Geile, Secretary                                           Date