Aims Community College Board Meeting  
Minutes from February 6, 2013  
Ed Beaty Hall Theater 2:30 PM  

I. Call to Order  
The meeting was called to order at 2:38 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  
- Dr. Liddell requested tabling Consent Agenda IVd, Firestone Urban Renewal Authority IGA until Aims can receive legal counsel.  

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

III. Citizen Participation  
There was no citizen participation.  

IV. Consent Agenda  
- Minutes of the December 12, 2012 District Board Meeting  
- Minutes of the January 4, 2013 Special Meeting  
- Change to Board Calendar to move the March 6 meeting to Loveland and the August 14 meeting to Fort Lupton  

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

V. President’s Report – Dr. Liddell  
a. The Financial Update was presented by Dan Erbert.  
- A Trustee asked for a clarification on what falls under the category of Miscellaneous Income, noting that it was up substantially this year.  
  - Mr. Erbert said approximately $42,000 was received from the Lehman Brothers bankruptcy. Mr. McLaughlin said that this is the first and probably most substantial repayment the college will receive and it is likely only 10 to 15% of our loss will be recovered.  
- Property insurance was paid early because of timing issues related to the holiday break.  

b. Administrative Services Report  
- Mr. McLaughlin acknowledged all of Mike Kelly’s staff members who were present.  
  - A Trustee said the report was very well done and covered all the questions he might have.  
- Dr. Liddell said that it has been four years since we first implemented the drop for nonpayment, and since the initial drop, it has become routine.
• Dr. Liddell also introduced Jim McLaughlin, who is serving as interim CBO while a permanent replacement for Mike Kelly, who passed away, is found.
• Mr. McLaughlin said that the college should be very proud of the past two financial audits, which are not just an indication of financials, but an audit of the operations of the entire college. Aims’ last audit was perfect, which is very difficult to accomplish with an institution of the college’s size and complexity. Mr. McLaughlin said that this is a clear indication of the outstanding work done by Mike Kelly and his staff.
• A Trustee asked if the college is receiving feedback on the launch of the new website. Bill Waggoner reported that we have received positive reviews of the site and Dr. Liddell commended Webmaster Jennifer Diaz and her team.

• President’s Executive Summary
  o Our Systems Portfolio was submitted back in October, and the college should receive the report back in March with the review from the Higher Learning Commission.
  o Dr. Liddell and administrative leadership are meeting with UNC and District 6 leaders to discuss potential partnerships.
  o A student in a Marketing class is working on his capstone project, which is getting state approval to offer an Aims license plate. Dr. Liddell said that is quite the process to make this happen, and Aims will keep people informed of his progress.
  o Dr. Liddell expects a first check from Synergy for the oil and gas wells adjacent to campus in the very near future. The payment has been in arrears due to a title issue related to a neighbor’s property. That issue has been solved and Dr. Liddell said she expects the check next week. The Board has also had preliminary discussions about how to designate those funds and will continue to do so.
  o Mathematics Professor Shelly Ray Parsons was chosen as Faculty of the Year by ACEA. As such, she will attend a luncheon for all Faculty of the Year designees hosted by the Colorado Community College System. Dr. Liddell congratulated Dr. Parsons.
  o Congratulations were also in order for Professor Phyllis Gosch and Professor Janine Lewis for their work on the Developmental Education Task Force, also in collaboration with CCCS.
  o Dr. Liddell reported that she has approved transitional retirements for Director of Online Learning Jean Otte and CIS Professor Tim McFerron.
  o While the college is not carrying any bills in the legislature, we are watching certain pieces of state legislation. One in particular is known as asset legislation, which would allow undocumented students to get in-state tuition. Dr. Liddell said she has been advised that it will likely pass. Another bill that is stalled in committee is one that would provide veterans and their dependents in-state tuition rates.
  o Dr. Liddell introduced new employees who were present including Manual Rivera Welby DeLeon, Nancy Gray, Sandra Harmon and Devon Richers.

I. Information Items
   a. Board Calendar
      o Feb. 6, Board of Trustees meeting, Beaty Hall Theater, 2:30 p.m.
      o Feb. 7, Chamber Annual Dinner and Awards, Island Grove Event Center,
5 to 8 p.m., honoring Mike Geile
  o Feb. 8, Human2Human Diversity Series, The Four Agreements, noon to 1:30 p.m.
  o Feb. 22, Aims Family Night at the FunPlex, 6 to 9 p.m.
  o Tax Help Colorado, February – April 12, call 211 for details
  o March 1, Human2Human Diversity Series; Me, Myself and I, Beaty Hall Theater, noon to 1:30 p.m.
  o March 4-8, Midterm Week
  o March 6, Board of Trustees Meeting, Loveland (tentative), 2:30 p.m.
  o March 11-15, Spring Break, no classes

b. New Hires
  o Jennifer Cotter, Coord. Instr’l Lab/RCI, Full-Time-Non-Exempt-Staff, Replacement, Division II, Natural Science
  o Brent “Devon” Richers, IT Support Specialist, Full-Time-Non-Exempt-Staff, Replacement, Technical Support Services
  o Nancy Gray, Director, Financial Aid, Full-Time-Exempt-Administrator, Replacement, Student Services
  o Sandra Harmon, Data Specialist, Full-Time-Exempt-Staff, New Position, Inst’l Effectiveness & Assessment
  o Manuel Rivera Jr., Supervisor, Building Maintenance, Full-Time-Exempt-Staff, Replacement, Facilities & Operations
  o Welby De Leon, Trades Specialist, Full-Time-Non-Exempt-Staff, Replacement, Facilities & Operations
  o James “Jim” McLaughlin, Interim, Chief Business Officer, Full-Time-Exempt-Administrator, Replacement, Financial Services

c. Leaving Employ of the College
  o Laurel Lalicker, Instructor, Nursing
  o Teri Dorchuck: Director, Financial Aid; Student Financial Assistance
  o Therese Lask, Program Director II, TRIO/STEM Grants

II. Action Items
  a. In October Kent Southerland and Kent Jackson were reconfirmed as Hearing Officers for the college as called for in Aims Policy 4-800, Faculty Due Process. A third Hearing Officer, Richard Lyons of Longmont, has been approved by faculty and is now before the Board for approval. The administrative recommendation is to approve on first reading.

  ON MOTION OF MIKE GEILE THE BOARD APPROVED UNANIMOUSLY TO APPOINT RICHARD LYONS AS HEARING OFFICER.

  b. Policies and Procedures
     i. 1-290—Drugs and Alcohol, first reading
        ■ The Policy has been revised to clarify the College’s treatment of marijuana under the policy and to relocate procedural matters to procedures that will be attached to the policy. Administrative recommendation is to move to approve revisions to Policy 1-290 on first reading.
A Trustee suggested to amend the policy in that the sentence, “Employees with questions regarding appropriate use of prescription medications while on duty, should contact their Senior Management representative or Human Resources,” could go under procedures, rather than policy. The trustee also suggested amending the policy as presented by striking the words “if needed” in the last sentence of the proposed policy that reads, “The President of Aims Community College shall adopt procedures to carry out the intent of this policy, if needed.”

The administrative recommendation is to approve the policy as amended on first reading.

ON MOTION OF LARRY WOOD THE BOARD VOTED UNANIMOUSLY TO ADOPT POLICY 1-209 AS AMENDED ON FIRST READING.

ii. 5-601—Students’ Rights and Responsibilities, second reading

■ The Policy has been revised to incorporate the work of recent student discipline committees. The revisions that the Board of Trustees made on December 12, 2012, have been included in the draft posted for comment and are included herein for review today. Administrative recommendation is to move to approve revisions to Policy 5-601 on second reading.

■ A Trustee suggested that the sentence, “Students shall not engage in the unauthorized or unlawful manufacture, distribution, possession or use of alcohol and/or illicit drugs on College property…” be amended to include the word “marijuana.”

■ The administrative recommendation is to approve the policy as amended on first reading.

ON MOTION OF MIKE FREEMAN THE BOARD VOTED UNANIMOUSLY TO ADOPT POLICY 5-601 AS AMENDED ON SECOND READING.

III. Comments from Board Members

■ Larry Wood said that the Administrative Services report was so well done that he shared it with his employees as an example of reports he’d like to see from them.

■ Carol Ruckel complimented the Associated Students of Aims Community College for several recent events including Aims Spirit Day and the It Matters campaign. She also attended the All College Conversation Day. Additionally she shared her excitement about the ongoing construction of the new building on the Fort Lupton campus.

■ Mr. Geile commended and thanked college employees for the collective effort of everyone, and particularly the Financial Services department, for the professionalism and dedication to the college mission following the passing of college Chief Administrative Officer Mike Kelly.

■ Dr. Richter mentioned that the Greeley Chamber of Commerce will be honoring Mike Geile at its Annual Awards Ceremony tomorrow evening. Mr. Geile has
received the Leann Anderson Community Care Award for his volunteerism and notable community service.

IV. Comments from Board Reps
   a. Faculty (Sonya PauKune or Maxine Obleski, ACEA Board Reps)
      o On behalf of the ACEA, Sonya thanked Aims for establishing the new position of Student Judiciary Officer, which is held by Jeff Smith. She extended faculty’s appreciation to Mr. Smith in assisting with student issues and concerns.
      o Ms. PauKune announced that the ACEA is planning to donate $1,000 to fund a bench in memory of Mike Kelly along the campus Promenade. They are also raising money for the scholarship fund in his name. Ms. PauKune expressed that the faculty appreciated Mr. Kelly’s fiscal leadership in that, “he didn’t just think about the numbers, but he thought about the humans behind the numbers.”
   b. Aims Staff Association (Michelle Brown or Ettie Arnold, ASA Board Rep)
      o The ASA will be hosting a Pancake Breakfast fundraiser on April 27 at Applebees in Greeley from 7-10 a.m.
   c. ASACC (Joseph Larson, ASACC President)
      o Mr. Larson thanked Aims employees for their assistance in the student “It Matters” campaign, which is designed to encourage students to complete their goals.
      o Student club membership is down this year, but ASACC is working on campaigns to improve that.
      o New Student Orientations had nearly 200 attendees over five events.
      o Feb. 12 is the Blood Drive, Feb. 13 is the Student Involvement Fair and Feb. 22 is Aims Night at the FunPlex.

V. Executive Session
   a. The Board adjourned to Executive Session to discuss a student issue as allowed per CRS§24-6-402(4)(h).

   ON MOTION OF CAROL RUCKEL THE BOARD ADJOURNED TO EXECUTIVE SESSION AT 3:19 P.M. AS ALLOWED BY CRS§24-6-402(4)(h).

VI. Adjourn

   ON MOTION OF LARRY WOOD THE BOARD ADJOURNED EXECUTIVE SESSION AND RETURNED TO REGULAR SESSION AT 4:51 P.M.

   HAVING NO OTHER BUSINESS, ON MOTION OF CAROL RUCKEL THE BOARD ADJOURNED REGULAR SESSION AT 4:51 P.M.