

**Minutes of Regular Meeting
February 25, 2020**

**The Board of Trustees
Collin County Community College**

The Collin County Community College District (“Collin College,” “Collin,” or “District”) conducted a Closed or Executive Session and Regular Monthly Board of Trustees meeting on Tuesday, February 25, 2020, at the Collin Higher Education Center, with Chairman Dr. Robert Collins presiding. Trustees in attendance were Dr. Robert Collins, Mr. Andy Hardin, Mr. Jim Orr, Ms. Stacy Arias, Dr. Stacey Donald, Mr. Greg Gomel, and Mr. Jay Saad. Those absent were Dr. Raj Menon and Mr. Fred Moses.

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION

Chairman Collins adjourned the meeting to Board Conference Room 135 for Closed or Executive Session pursuant to the Texas Government Code Section 551.001 at 5:30 p.m.

Section 551.074 Personnel Matters

- a. Discuss self-evaluations of the Board members
- b. Discuss employment, duties, evaluations, or assessment of college personnel, including District President, and officers

Section 551.071 Consultations with Attorney

- a. Discuss and receive legal advice regarding pending litigation

Section 551.072 Deliberation about Real Property

- a. Discuss on-going college campus projects

Section 551.076 Deliberations regarding Security Devices or Security Audits

- a. Discuss security audit

No formal action was taken.

ADJOURNMENT OF CLOSED OR EXECUTIVE SESSION

Chairman Collins adjourned the February 25, 2020, Closed or Executive Session of the Board of Trustees of Collin County Community College District at 7:10 p.m.

RECONVENE, 7:17 p.m., Board Room 139

1. Kristy Horkman, Executive Assistant to the District President/Secretary to the Board of Trustees, certified that the meeting was posted according to Article 551.001 of the Texas Government Code.
2. Pledges of Allegiance

PUBLIC COMMENT

There were no public comments.

Approval of February Consent Agenda Items

On motion of Trustee Orr, and second of Trustee Gomel, the Board of Trustees of Collin County Community College District unanimously approved the February Consent Agenda Items.

2020-02-C1 Approval of the Minutes of the January 28, 2020 Regular Meeting

By action stated above, the Board of Trustees of Collin County Community College District approved the minutes of the January 28, 2020 Regular Meeting as corrected.

2020-02-C2 Approval of Personnel Report for February 2020

By action stated above, the Board of Trustees of Collin County Community College District approved the Personnel Report for February 2020 which included one administrative appointment, three faculty appointments, eighteen staff appointments, seven promotions/lateral changes, and six resignations/terminations.

2020-02-C2a Approval of Administrative Appointments

<u>NAME</u>	<u>TITLE</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>SALARY</u>
Scott Jenkins	Interim Collin Police Chief	02/10/20	Police	Replacement Bill Taylor	\$126,783

2020-02-C2b Approval of Faculty Appointments

<u>NAME</u>	<u>TITLE</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>SALARY</u>
Sean Boyll	Professor, Automotive Repair	03/09/20	Workforce Technical Campus	New position	\$81,900
Scott Elmore	Professor, Construction Management	06/01/20	Workforce Technical Campus	New position	\$81,900
Joseph Fawcett	Professor, Electrical	06/01/20	Workforce Technical Campus	New position	\$81,900

2020-02-C2c Approval of Staff Appointments

<u>NAME</u>	<u>TITLE</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>SALARY</u>
Emily Adams	Buyer	01/27/20	Purchasing, Construction	Replacement Eric Williams	\$51,653
Daniel Aquino	Operator/Maintenance Technician Trainee	02/02/20	Physical Plant Support Services	New position	\$38,779
John Brewer	Manager, Facilities/Plant Operations II	01/02/20	Plant Operations	Replacement Kenny Lanus	\$72,481
Deidra Carpenter	Program Career Coach	01/27/20	Workforce Dean	Replacement Alexis Cade	\$60,800
Darby Carver	Simulation Center Instructor	02/03/20	Health Sciences	New position	\$50,904
John Evans	Maintenance Painter/Carpenter	02/10/20	Physical Plant Support Services	New position	\$37,912
Grace Fox	Administrative Assistant II, Division Meetings/Events Coordinator	02/03/20	Academic Affairs/Workforce	Replacement Nancy Huff	\$40,368
Ivy Garcia	Human Resources Specialist	02/10/20	Human Resources	Replacement Jonene Kemp	\$44,332
Priscilla Guzman	Compensation Assistant	02/10/20	Human Resources	New position	\$45,697
Nadia Khedairy	Program Career Coach	01/21/20	Workforce Dean	New position	\$57,818

Karalee Kirkham	Manager, Box Office and Marketing	12/02/19	Workforce Dean	Replacement Patrick Kenney	\$52,562
Karen Massaro	Administrative Assistant	02/10/20	Nursing	Replacement Diana Kollman	\$38,941
Kim McMullen	Administrative Assistant	02/10/20	Academic Affairs	Replacement Becky Hessing	\$39,456
Lindsay Mvalo	Project Manager, Grants Management	02/10/20	Grants Management	Replacement Susan Cannon	\$57,297
Tamara Redic-Cottrell	Project Manager, Grants	02/03/20	Grants and Contracts	New position	\$57,818
Joshua Snyder	Interim Clinical Coordinator, Health Professions	02/03/20	Health Sciences	Replacement Jacquelyn Apligian	\$59,120
Praveenkumas Subramanian	External and Enrollment Reporting Analyst	01/27/20	Institutional Research Office	New position	\$48,537
Uremaydiyi (May) Ukiri	Employment and Professional Development Generalist	02/10/20	Human Resources	New position	\$53,982

2020-02-C2d Approval of Promotions and Lateral Changes

NAME	TITLE	DATE	DEPARTMENT	REASON	SALARY
Kristin Carpenter	N: Manager, Financial Aid O: Financial Aid/Veteran Affairs Advisor	02/03/20	N: Financial Aid O: Financial Aid	Promotion	N: \$56,143 O: \$52,887
Darin Davis	N: Collin Police Sergeant O: Collin Police Officer	02/01/20	N: Police Department O: Police Department	Promotion	N: \$79,392 O: \$66,186
Lynnette Diego	N: Veteran Affairs Advisor O: Veteran Services Specialist	03/02/20	N: Financial Aid O: Financial Aid	Replacement Jacqueline Grayczyk	N: \$49,812 O: \$41,798
Joshua Estes	N: Collin Police Sergeant O: Collin Police Officer	02/01/20	N: Police Department O: Police Department	Promotion	N: \$79,392 O: \$54,607
Jacqueline Grayczyk	N: Manager, Financial Aid O: Financial Aid/Veteran Affairs Advisor	03/02/20	N: Financial Aid O: Financial Aid	Promotion	N: \$58,860 O: \$52,847
Lindy Henrie	N: Manager, Financial Aid O: Financial Aid/Veteran Affairs Advisor	03/02/20	N: Financial Aid O: Financial Aid	Promotion	N: \$60,291 O: \$57,035
Warren McNurlen	N: Collin Police Sergeant O: Collin Police Officer	02/01/20	N: Police Department O: Police Department	Promotion	N: \$79,392 O: \$67,914

2020-02-C2e Approval of Resignations and Terminations

<u>EMPLOYEE</u>	<u>LAST DAY</u>	<u>SERVICE</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>REASON</u>
Danielle Harbeck	02/12/20	<1	Director Construction Projects	Plant Operations	Separation
Karalee Kirkham	02/13/20	<1	Manager Box Office and Marketing	Workforce Dean	Resignation
Gregory Merritt	02/04/20	<1	Facility Operations Assistant	Physical Plant Support Services	Separation
Jason Parry	02/12/20	<1	Executive Director Facility/Construction	Plant Operations	Resignation
Linda Qualia	02/28/20	26	Associate Dean Counseling/ACCESS	Counseling	Retirement
Bill Taylor	02/24/20	4	Collin Chief of Police	Police Department	Resignation

2020-02-C3 Approval of Academic Calendar for the 2020-2021 Academic Terms

By action stated above, the Board of Trustees of Collin County Community College District approved the academic calendar for the 2020-2021 academic terms.

2020-02-C4 Approval of the Private Offer to Purchase Struck Off Property

By action stated above, the Board of Trustees of Collin County Community College District approved the private offer to purchase struck off property.

2020-02-C5 Approval of a Cooperative Purchasing Agreement Between Education Service Center Region 10 (ESC Region 10) and Collin County Community College District

By action stated above, the Board of Trustees of Collin County Community College District approved the Cooperative Purchasing Agreement Between Education Service Center Region 10 (ESC Region 10) and Collin County Community College District.

CONSIDERATION OF ACTION ON AGENDA ITEMS

2020-02-1 Report Out of the Organization, Education, and Policy Committee and First Reading of Local Board Policies

Discussion: Trustee Orr, Chair of the Organization, Education, and Policy Committee, brought forth, in the form of a motion and second, the Committee's recommendation for approval of the First Reading of Local Board policies.

2020-02-2 Report Out of the Finance and Audit Committee and Consideration of Approval for Adoption of an Order Authorizing the Issuance of Limited Tax Bonds, Series 2020; Delegating the Sale of the Bonds to the Designated Financial Officer Named in this Order; Establishing Parameters Regarding the Sale of the Bonds; and Approving and Authorizing Instruments and Procedures Relating Thereto

Discussion: Trustee Moses, Chair of the Finance and Audit Committee, brought forth, in the form of a motion and second, the Committee's recommendation for approval for adoption of an order authorizing the issuance of Limited Tax Bonds, Series 2020; delegating the sale of the bonds to the

designated financial officer named in this order; establishing parameters regarding the sale of the bonds; and approving and authorizing instruments and procedures relating thereto.

2020-02-3 Consideration of Approval of the Bid Report for February 2020

Discussion: Mr. Steve Bassett, Collin College Chief Financial Officer, discussed the Bid Report for February 2020, which included five new solicitations and one contract revision.

I. NEW SOLICITATIONS

Purchase Request #1, pg. 128	
Purchase of Hospital Room Furnishings	\$670,000
Purchase Request #2, pg. 129	
Purchase of Simulation Manikins	500,000
Purchase Request #3, pg. 130	
Purchase of Pumper Fire Truck	650,000
Purchase Request #4, pg. 135	
Purchase of Industrial Shelving and Furniture	750,000
Purchase Request #5, pg. 136	
Purchase of Cylinder Gas Rental and Welding Equipment	740,000
	<hr/>
TOTAL OF NEW SOLICITATIONS	\$3,310,000

III. CONTRACT REVISION

Purchase Request #6, pg. 137	
Purchase of Banner Software Maintenance	85,000

TOTAL OF CONTRACT REVISIONS

GRAND TOTAL	85,000
	<hr/>
	\$3,395,000
	<hr/>

On motion by Trustee Arias, and second of Trustee Saad, the Board of Trustees of Collin County Community College District unanimously approved the Bid Report.

FOLLOW UP QUESTIONS FROM BOARD MEMBERS

The following questions and requests were addressed with remarks from District President Dr. Neil Matkin with additional information provided in the Board packet:

1. The Board members requested additional information related to student participation data, student resources, and costs associated with providing counseling services. Additionally, the Board requested enrollment numbers for the two baccalaureate programs.

INFORMATION REPORTS

Statements of Net Position as of January 2020

Summaries of Current Funds Revenues & Expenses as of January 2020

Monthly Investment Report as of January 2020

AECOM Monthly Report for January 2020

PRESIDENT'S AND BOARD ANNOUNCEMENTS

Comments on: Workshops, Seminars, and Conferences taking place at the College; Awards Received; Accomplishments, Appointments at the Local, State, and National Level; Published Articles and Newspaper Reports; and Upcoming Events.

ADJOURNMENT

Chairman Collins adjourned the February 25, 2020 meeting of the Board of Trustees of Collin County Community College District at 8:05 p.m.