

**COLLIN COUNTY COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
Meeting Minutes  
August 15, 2017**

The Collin County Community College District Board of Trustees conducted a special called meeting on August 15, 2017, in Board Room 139, Collin Higher Education Center, with Chairman J. Robert Collins presiding. Trustees in attendance were Dr. Collins, Dr. Stacey Donald, Mr. Andy Hardin, Mr. Mac Hendricks, Dr. Raj Menon, Mr. Fred Moses, Mr. Jim Orr, Mr. Adrian Rodriguez, and Ms. Nancy Wurzman. Other attendees included District President H. Neil Matkin, Collin College administrators, faculty, and staff.

**CALL TO ORDER**

Chairman Collins called the August 15, 2017, meeting of the Board of Trustees of Collin County Community College District to order at 5:00 p.m. in the Board Room 139, at the Collin Higher Education Center, 3452 Spur 399, McKinney, Texas 75069.

**ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION**

Chairman Collins recessed the meeting to closed session at 5:00 p.m. in Board Conference Room 135, as authorized by Article 551.001, Texas Government Code, Sections 551.071 Consultations with Attorney; 551.072 Deliberations about Real Property; and 551.074 Personnel Matters.

**RECONVENE**

Chairman Collins reconvened the meeting at 5:30 p.m. in Board Room 139. He called on Shirley Harmon, Executive Assistant to the District President/Secretary to the Board of Trustees, to certify posting of the meeting notice.

**CERTIFICATION OF THE NOTICE OF THE AUGUST 15, 2017, MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**

Ms. Shirley Harmon certified the notice of the August 15, 2017, Collin County Community College District Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

**PLEDGES OF ALLEGIANCE**

Dr. Donald led the pledge of allegiance to the American flag; Mr. Orr led the pledge of allegiance to the Texas flag.

**APPROVAL OF MINUTES OF AUGUST 10, 2017, SPECIAL CALLED MEETING**

On motion of Mr. Orr, second of Dr. Menon, the Board of Trustees of Collin County Community College District unanimously approved the minutes of its August 10, 2017, special called meeting.

**PUBLIC COMMENT**

No public comment was presented.

### **2017-8-3-1 Second Public Hearing on Proposed 2017 Tax Rate**

The Board of Trustees held the second of two public hearings on the Proposed 2017 Tax Rate as an opportunity for the public to make comment.

	<u>Proposed 2017</u>
Maintenance & Operations Levy	\$0.077118/\$100
Debt Service Tax Levy	<u>\$0.002692/\$100</u>
<b>TOTAL</b>	<b><u>\$0.079810/\$100</u></b>

Chairman Collins opened the Public Hearing on the Proposed 2017 Tax Rate at 5:34 p.m. There being no public comment, Chairman Collins closed the hearing at 5:34 p.m.

There will be a final discussion, and the Tax Rate for 2017 will be set at the regular meeting of the Board of Trustees of Collin County Community College District on August 22, 2017.

### **2017-8-3-2 Presentation of the Proposed 2017-2018 Budget**

Ken Lynn of Administrative Services presented the proposed 2017-2018 Budget to the Board of Trustees. He reviewed the budget detail in a slide presentation. On August 1, 2017, Mr. Lynn presented the proposed budget to the Finance and Audit Committee. Five of nine board members were in attendance at the meeting for the presentation and discussion. This is the second opportunity for the Board of Trustees to hear the budget presentation and the first opportunity for public presentation. The proposed budget for Fiscal Year 2017-2018 was presented as follows:

#### **Highlight of the Proposed 2017-2018 Budget Revenue**

- State Revenue
  - \$35.5 million – 5.2% increase – 1<sup>st</sup> yr. of biennium
- Tuition and Fees
  - \$5.1 million increase - \$14.2%
    - \$2.0 million – FY17/18 increase
      - \$3/SCH in-district; \$4/SCH Out-of-district; \$5/SCH others
      - 3% enrollment increase
    - \$1.2 million – student activity fee increase (moved from Auxiliary)
    - \$1.9 million – FY17 over budget (estimate)
- Property Tax
  - Proposed tax rate \$0.079810 – down 1.7% from 2017 rate of \$0.081222
  - \$96 million tax revenue (including delinquent taxes, penalties and interest)
  - \$10.4 million increase

- Investment Income
  - \$421K increase
- Miscellaneous
  - \$584K increase
    - \$130K increase – TSI placement tests
    - \$200K increase – TIF income
    - \$217K increase – Childcare moved from Auxiliary
- Auxiliary Services
  - \$585K reduction
    - \$589K decrease – moved to Unrestricted (Childcare/Student Activities)
    - \$452K decrease – Bookstore/Print Shop
    - \$529K increase – Food Service
- Building Fund
  - \$200K decrease – TIF moved to Unrestricted
- Grants and Contracts
  - \$4.5 million decrease – Federal Pell Grant awards
- Debt Service
  - \$277K decrease – Debt Service Taxes
- Transfers
  - \$20 million transfer to new Startup and Stabilization Fund (formerly Building Fund)

### **Highlight of the Proposed 2017-2018 Budget Expenditures**

- Instruction
  - \$4.8 million increase
    - \$2.8 million increase – part-time faculty salary reserve
    - \$1.3 million increase – salary increase - 3.5%
    - \$875K increase – budget for Skills Instructors (Fire, Law Enforcement, Healthcare)
    - \$440K decrease – (net) Orgs moved to Academic Support
    - \$365K increase – FY17 recurring supplemental items
- Public Service
  - \$46K decrease
    - Org (SAIL) moved to Academic Support

- Academic Support
  - \$1.2 million increase
    - \$440K increase – (net) Orgs moved from Instruction
    - \$313K increase – salary increase – 3.5%
    - \$306K increase – (2) new Associate Provost positions
    - \$200K increase – Innovation Fund expenses
  
- Student Services
  - Increase \$2.2 million
    - \$1.1 million increase – Innovation Fund including 16 Career Counselors
    - \$757K increase – SAFAC moved from Auxiliary
    - \$330K increase – salary increase – 3.5%
    - \$127K increase – FY17 recurring supplemental items
  
- Institutional Support
  - Increase \$587K
    - \$453K increase – salary increase – 3.5%
    - \$250K increase – FY17 recurring supplemental items
    - \$257K decrease – Property Insurance moved to Plant
  
- Operation and Maintenance of Plant
  - Increase \$718K
    - \$257K increase – Property Insurance moved from Institutional Support
    - \$250K increase – (4) new positions – (2) Electricians, (2) Plumbers
    - \$103K increase – salary increase – 3.5%
    - \$55K increase – FY17 recurring supplemental items
  
- Building Fund
  - \$36 million – Public Safety Training Center, Wylie Campus and Allen Tech Training Center

President Matkin said that last year the board approved policy changes regarding 3-peat classes, which resulted in an estimated \$500,000 for the college by that one change.

In answer to Dr. Collins' question about the transfer from the building fund, Mr. Lynn said the funds were transferred out of unrestricted funds to the new Startup and Stabilization Fund.

In answer to Mr. Moses' question about whether property taxes included maintenance and debt service, Mr. Lynn said it included only maintenance and operations.

Mr. Hardin said it was a good summary and he would love to have a copy of Mr. Lynn's presentation. He asked Mr. Lynn to share it with the board secretary so she could send it to the board members.

President Matkin explained why the recommended salary increase was 3.5% this year instead of 4% like last year. He said every year at this time Kim Davison along with Floyd Nickerson and the Human Resources staff construct and look at the consumer price index as well as certain costs across the county. The good news is that the cost of items and supplies has decreased year over year and, while we want to be sensitive to maintaining the best labor force we can maintain and reward our employees, we have a method we use to come up with the recommendation based on those factors.

No action was required nor taken.

### **2017-8-3-3 Public Hearing on 2017-2018 Proposed Budget**

A public hearing was held on the proposed 2017-2018 Budget for Collin County Community College District as an opportunity for the public to make comment regarding the college's proposed budget for the upcoming fiscal year.

Chairman Collins opened the public hearing related to the 2017-2018 Proposed Budget at 5:54 p.m. There being no comment, Chairman Collins closed the public hearing at 5:54 p.m.

### **2017-8-3-4 Approval of Date, Time, and Place for Adopting 2017 Tax Rate**

The Board of Trustees set the time, date, and place for adopting the 2017 Tax Rate.

Dr. Menon moved that the meeting to adopt the 2017 tax rate for Collin County Community College District be held at 7 p.m. on Tuesday, August 22, 2017, at the Collin Higher Education Center, 3452 Spur 399, McKinney, Texas, in Board Room 139. The motion was seconded by Ms. Wurzman and received unanimous approval.

Chairman Collins announced that the meeting to adopt the 2017 tax rate of Collin County Community College District will be held at 7 p.m. on Tuesday, August 22, 2017, at the Collin Higher Education Center, 3452 Spur 399, McKinney, Texas, in Board Room 139.

### **DISTRICT PRESIDENT'S AND BOARD ANNOUNCEMENTS**

President Matkin said that "it takes a village" and that there are incredible people sitting in the audience who work hard to do things like put budgets together, explore policies that may be costing the college half of a million dollars a year, and continue to work to improve every aspect of the college operation from student services to campus management, academic planning to budget formats, and to agendas for special sessions. Dr. Matkin said he is very, very pleased with the incredible team that the Board has allowed him to assemble to work and move Collin College in a direction that everyone can be proud and be proud together.

### **ADJOURNMENT**

There being no further business, Chairman Collins adjourned the August 15, 2017, meeting of the Board of Trustees at 5:57 p.m.