

Minutes of Regular Meeting May 27, 2025

Board of Trustees Collin County Community College District

Collin County Community College District conducted its Regular Monthly Board of Trustees meeting on Tuesday, May 27, 2025, at the Collin Higher Education Center, 3452 Spur 399, McKinney, TX 75069 ("CHEC"), with Chair Jay Saad presiding. Trustees in attendance were Mr. Justin Adcock, Ms. Cathie Alexander, Dr. Robert Collins, Mr. Andrew Hardin, Dr. Raj Menon, Mr. Jay Saad, Ms. Megan Wallace, and Ms. Staci Weaver. Mr. Jim Orr was absent.

OATH OF OFFICE, TRUSTEE PLACES 4, 5, 6

Notary Public Donna Ludwig administered the oath of office to Trustee Place 4, Staci Weaver, for a term ending May 2031; Trustee Place 5, Raj Menon, for a term ending May 2031; and Trustee Place 6, Justin Adcock, for a term ending May 2031.

WORK SESSION

With a quorum of the Board of Trustees present, Chair Hardin called the Work Session to order at 5:35 p.m. in Board Conference Room 135 at CHEC.

DISCUSSION ITEMS

1. TimelyCare Update - Melissa Irby, Chief Financial Officer
2. Student Loan Default Percentage Update - Dr. Jay Corwin, SVP Student and Community Engagement
3. Legislative Update - Mary McClure, Chief of Staff

CONVENE REGULAR MONTHLY MEETING: 6:34 p.m., Board Room 139, CHEC.

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION

Chair Hardin adjourned the regular meeting to Board Conference Room 135, CHEC, for closed or executive session pursuant to the Texas Government Code Chapter 551.001 et seq., to wit at 6:35 p.m.

Section 551.071 Consultation with Attorney

- a. Consultation with the college's General Counsel on a matter in which the attorney has an ethical duty of confidentiality

Section 551.072 Deliberation Regarding Real Property

- a. Discuss the purchase, exchange, lease, or value of property available around existing college campuses and financing of potential future campus projects in the college's service area

Section 551.074 Personnel Matters

- a. Discuss appointment, employment, evaluation, reassignment, duties, discipline, or responsibilities of college employees, and self-evaluation of the Board of Trustees

Sections 551.082 and 551.0821 Certain Deliberation Regarding Student Disciplinary Matters

- a. Discuss disciplinary actions related to recent incident involving students

RECONVENE REGULAR MEETING: 7:09 p.m., Board Room 139, CHEC.

1. Pledges of Allegiance

REPEAT OATH OF OFFICE, TRUSTEE PLACES 4, 5, 6

Notary Public Donna Ludwig administered the oath of office again to Trustee Place 4, Staci Weaver, for a term ending May 2031; Trustee Place 5, Raj Menon, for a term ending May 2031; and Trustee Place 6, Justin Adcock, for a term ending May 2031. The newly appointed Trustees signed the Statement of Elected/Appointed Officer and the Oath of Office documents. The Certificates of Election were presented to the three Trustees.

ELECTION OF BOARD OFFICERS

Trustee Hardin, Board Chair, called on Dr. Neil Matkin, District President, to conduct the election for Chair of the Collin County Community College District Board of Trustees.

Dr. Matkin entertained a motion for Chair of the Board of Trustees. Trustee Hardin made a motion to nominate Trustee Saad. There being no other nominations for Chair of the Collin County Community College District Board of Trustees, Dr. Matkin asked for a motion to cease nominations. Trustee Menon made the motion to cease nominations, seconded by Trustee Adcock. Dr. Matkin asked for a vote on the motion to cease nominations. The motion was approved by a vote of 8-0 and since there were no other nominations for a vote, Trustee Saad was elected Chair of the Collin County Community College District Board of Trustees by acclamation.

Dr. Matkin entertained a motion for Vice Chair of the Board of Trustees. Trustee Alexander made a motion to nominate Trustee Menon. There being no other nominations for Vice Chair of the Collin County Community College District Board of Trustees, Dr. Matkin asked for a motion to cease nominations. Trustee Wallace made the motion to cease nominations, seconded by Trustee Weaver. Dr. Matkin asked for a vote on the motion to cease nominations. The motion was approved by a vote of 8-0 and since there were no other nominations for a vote, Trustee Menon was elected Vice Chair of the Collin County Community College District Board of Trustees by acclamation.

Dr. Matkin entertained a motion for Secretary of the Board of Trustees. Trustee Hardin made a motion to nominate Trustee Collins. There being no other nominations for Secretary of the Collin County Community College District Board of Trustees, Dr. Matkin asked for a motion to cease nominations. Trustee Alexander made the motion to cease nominations, seconded by Trustee Wallace. Dr. Matkin asked for a vote on the motion to cease nominations. The motion was approved by a vote of 8-0 and since there were no other nominations for a vote, Trustee Collins was elected Secretary of the Collin County Community College District Board of Trustees by acclamation.

Dr. Matkin entertained a motion for Treasurer. Trustee Menon made a motion to nominate Trustee Hardin. There being no other nominations for Treasurer of the Collin County Community College District Board of Trustees, Dr. Matkin asked for a motion to cease nominations. Trustee Weaver made the motion to cease nominations, seconded by Trustee Menon. Dr. Matkin asked for a vote on the motion to cease nominations. The motion was approved by a vote of 8-0 and since there were no other nominations for a vote, Trustee Hardin was elected Treasurer of the Collin County Community College District Board of Trustees by acclamation.

The officers of the Board of Trustees of Collin County Community College District serving until the next election of Trustees are:

Trustee Saad – Chair
Trustee Menon – Vice Chair
Trustee Collins – Secretary
Trustee Hardin – Treasurer

WELCOME STUDENT VISITORS

PRESENTATIONS

1. Congressional Presentation for the College's 40th Anniversary - U.S. Congressman Keith Self

PUBLIC COMMENT

There was no public comment.

Approval of the May 27, 2025 Consent Agenda Items

2025-05-2-C1 Approval of the Minutes of the April 25, 2025 Regular Meeting, and May 13, 2025 Special Called Meeting to Canvass Election Results

On motion of Trustee Menon, and second of Trustee Wallace, the May 27, 2025 Consent Agenda was approved by a vote of 8-0.

CONSIDERATION OF ACTION ON AGENDA ITEMS

2025-05-2-1 Consideration of Approval for the District President or His Designee to Execute Pre-Approved Contract Forms and All Other Documents to Approve McCarthy Building Companies, Inc.'s Guaranteed Maximum Price 2 and the Designated Owner's Contingency Funding for the Construction of the Health Sciences Building on the Frisco Campus

An error on this agenda item was brought to the Trustees' attention by Dr. Bill King, Executive Vice President, making it known that the Guaranteed Maximum Price 2 includes \$53,551,829 for construction costs, which was incorrectly listed on the agenda as \$52,551,829. The total amount for the construction of the Health Sciences building on the Frisco Campus is \$55,051,829, including \$53,551,829 for construction costs and \$1,500,000 of owner's contingency.

On motion of Trustee Menon, and second of Trustee Collins, this item was approved by a vote of 8-0.

2025-05-2-2 Consideration of Approval of the Bid Report for May 27, 2025

Discussion: Melissa Irby, Chief Financial Officer, presented the Bid Report for May 27, 2025, which included two new solicitations and two contract revisions:

New Solicitations

Purchase Request #1	\$ 332,000
Audiovisual Technology for Modern Healthcare	
Purchase Request #2	130,000
Dental Supplies, Equipment, Installation, and Related Services	
Total New Solicitations	<u>462,000</u>

Contract Revisions

Purchase Request #3	75,000
Plumbing Fixtures and Supplies	
Purchase Request #4	180,000
Food Products and Supplies	
Total Contract Revision	<u>255,000</u>

Grand Total	\$ <u>717,000</u>
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On motion of Trustee Wallace, and second of Trustee Menon, this item was approved by a vote of 8-0.

PUBLIC COMMENT

There was no additional public comment.

INFORMATION REPORTS

Personnel Report for May 2025
Revenues and Expenses as of April 30, 2025
Statement of Net Position as of April 30, 2025
Monthly Investment Report as of April 30, 2025
AECOM Monthly Report for April 2025

PRESIDENT'S AND BOARD ANNOUNCEMENTS

Comments on: workshops, seminars, and conferences taking place at the College; awards received; accomplishments and appointments at the local, state, and national level; published articles and newspaper reports; upcoming events; and recent news.

ADJOURNMENT

Chair Saad adjourned the meeting of the Board of Trustees of Collin County Community College District at 7:58 p.m.