

**COLLIN COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Meeting Minutes
May 3, 2016**

The Collin County Community College District ("Collin College," "Collin," or "District") conducted its regular April monthly Board of Trustees meeting on Tuesday, May 3, 2016, in the Board Room 139 at the Collin Higher Education Center (CHEC), with Chairman J. Robert Collins presiding. The meeting was scheduled for April 26, 2016, but was cancelled due to threat of severe weather. Trustees in attendance on May 3, 2016, were Mr. Andy Hardin, Mr. Mac Hendricks, Ms. Jenny McCall, Mr. Jim Orr, Mr. Adrian Rodriguez, Mr. Larry Wainwright, and Ms. Nancy Wurzman. Trustee Stacy Anne Arias was absent. Other attendees included District President H. Neil Matkin, Collin College administrators, faculty, students, staff, community members, and vendor representatives.

CALL TO ORDER

Trustee Mac Hendricks called the May 3, 2016, meeting of the Board of Trustees of Collin County Community College District to order at 5:32 p.m. The Board met at the Collin Higher Education Center, 3452 Spur 399, McKinney, TX 75069.

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION

Trustee Hendricks recessed the meeting to closed session at 5:33 p.m. in the 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.

OPEN SESSION

Chairman Collins reconvened the meeting at 7:02 p.m. in Board Room 139 and welcomed those in attendance. Chairman Collins called on Shirley Harmon, Executive Assistant to the District President/Secretary to the Board of Trustees, to certify posting of the notice of the meeting.

CERTIFICATION OF THE NOTICE OF THE MAY 3, 2016, MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

Ms. Harmon certified the notice of the May 3, 2016, Collin County Community College District Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

PLEDGES OF ALLEGIANCE

Mr. Hendricks led the pledge of allegiance to the American flag and Ms. McCall led the pledge to the Texas flag.

APPROVAL OF THE MINUTES OF THE MARCH 22, 2016, REGULAR MEETING OF THE BOARD OF TRUSTEES

On motion of Mr. Orr, second of Ms. McCall, the Board of Trustees of Collin County Community College District unanimously approved the minutes of its March 22, 2016, regular meeting.

APPROVAL OF THE MINUTES OF THE APRIL 8, 2016, SPECIAL CALLED RETREAT OF THE BOARD OF TRUSTEES

On motion of Mr. Wainwright, second of Mr. Hardin, the Board of Trustees of Collin County Community College District unanimously approved the minutes of its March 22, 2016, regular meeting.

PUBLIC COMMENTS

No public comments were presented.

President Matkin welcomed Professor Jessica Hargis and students from her Government 2306 class, which is part of Collin's Leadership Development Institute. He also acknowledged students from Collin's Alpha Mu Tau chapter of Phi Theta Kappa and congratulated them on recent awards: Mona Azzo, All Texas Academic Team; Emma Devine, International Distinguished Member and Texas Region Member Hall of Honor; and Dr. Nicole Grose, Paragon Advisor Award.

PRESENTATION

Professor Mindi Bailey, Chair of the Council on Excellence, announced the finalists for Outstanding Professor of the Year. Finalists include Salena Brody, Professor of Psychology; Emily Henderson, Professor of Dental Hygiene; Sherry Rhodes, Professor of Speech; Greg Sherman, Professor of Physics, and Jerry Smith, Professor of Fine Arts. The nominees who were present stood and received applause. The Outstanding Professor of the Year and the Associate Professor of the Year will be announced at All College Day in August.

2016-5-1 Personnel Report for April 2016

The Personnel Report for April 2016 was presented including one (1) promotion/change, five (5) resignations/terminations, and one (1) sabbatical leave request.

In answer to Chairman Collins' question about what the benefit of the sabbatical will be to Collin students, Professor Larry Stern said one thing that will be studied is the relationship between policy makers and social scientists or those who produce the type of knowledge utilized by policy makers. One question that Professor Stern will be looking to answer during his sabbatical is whether policy makers and social scientists can produce work free of bias, especially in today's contentious political arena. He said students get very confused about what they hear and question how they are supposed to be able to see through the competing ideas and navigate the data. During his sabbatical, Professor Stern will look at how the research is developed. He will explore the papers of Robert Merton from the 1940s as well as other documents. At the end of the sabbatical, he proposes to invite social scientists and politicians to serve on a panel to discuss whether knowledge free of bias can be produced. Chairman Collins responded that he would be interested in attending the panel discussion.

On motion of Mr. Rodriguez, second of Ms. Wurzman, the Board of Trustees of Collin County Community College District unanimously approved the Personnel Report for April 2016 as presented.

2016-5-1a Promotion/Changes

The Board of Trustees of Collin County Community College District, by action stated above, approved the following Promotion/Change:

| <u>NAME</u> | <u>TITLE</u> | <u>DATE</u> | <u>DEPARTMENT</u> | <u>REASON</u> |
|--------------------|--|--------------------|---|----------------------|
| Jeramie Hicks | N: Associate Programmer Analyst O: Help Desk Analyst | 4/1/16 | N: Administrative Programming O: Academic Computing | Promotion |

2016-5-1b Resignations/Terminations

The Board of Trustees of Collin County Community College District, by action stated above, approved the following Resignations/Terminations:

| <u>EMPLOYEE</u> | <u>LAST DAY</u> | <u>SERVICE</u> | <u>TITLE</u> | <u>DEPARTMENT</u> |
|------------------------|------------------------|-----------------------|-----------------------------------|---|
| Amy Evans | 4/29/16 | 4 | Executive Director Foundation | Development Office |
| Krystal Grimes | 4/1/16 | 1 | Administrative Assistant | Dental Hygiene |
| Stephen Hardy | 5/31/16 | 26 | Associate Vice President | Continuing Education and Workforce Development |
| Alaina Names | 4/8/16 | 4 | Special Admissions Coordinator | Dual Credit |
| Yasaman Sanaee | 5/26/16 | 1 | Call Center Specialist | Financial Aid - Call Center |

2016-5-1c Sabbatical Leave Request

The Board of Trustees of Collin County Community College District, by action stated above, approved the following Sabbatical Leave Request:

| <u>EMPLOYEE</u> | <u>DIVISION</u> | <u>LEAVE PERIOD</u> |
|------------------------|------------------------------|----------------------------|
| Lawrence Stern | Social & Behavioral Sciences | Spring 2017 |

2016-5-2 Approval of Local Board Policy FD

President Matkin said that proposed changes to Local Board Policy FD included adding language permitting the exemption of higher tuition rates for non-fundable courses allowed by

law; and adding language that provides for an exemption to higher tuition rates for students demonstrating an economic hardship.

On motion of Mr. Orr, second of Mr. Wainwright, the Board of Trustees of Collin County Community College District unanimously approved revisions as presented to Local Board Policy FD: Tuition and Fees.

2016-5-3 Approval of Collin College Vision Statement

Sr. Vice President of Organizational Effectiveness Kim Davison discussed the process for developing the Vision Statement and the college-wide involvement that went into that process.

On motion of Mr. Rodriguez, second of Ms. McCall, the Board of Trustees of Collin County Community College District unanimously approved the Collin College Vision Statement: **“Delivering a brighter future for our students and communities.”**

2016-5-4 Approval of a Contract with ZogoTech, Inc.

Sr. Vice President Kim Davison said several options for business intelligence software were researched. ZogoTech was the product most recommended by the staff after thorough product comparison and research. ZogoTech is cloud-based from a company based in Texas with offices in Austin and Dallas. The company focuses solely on community college data needs. Four big components are included: 1) data warehouse, 2) research intelligence module, 3) executive intelligence model, and 4) student engagement. Dr. Matkin said he appreciated the work of Vice President Scott Parke and Associate Vice President Tom Martin whose healthy and rigorous debate got the to the point of this recommendation for approval of the contract with ZogoTech, Inc.

On motion of Mr. Orr, second of Mr. Wainwright, the Board of Trustees of Collin County Community College District unanimously approved a contract with ZogoTech, Inc. for cloud-based Business Intelligence software with a Client Site License, Data Warehouse, as well as modules for Research Intelligence, Executive Intelligence, and Student Engagement for the period beginning June 1, 2016, through May 31, 2021, at a cost not to exceed \$235,000 in the first year. This cost includes a year-one fee up to \$40,000 for integrating Canvas LMS data into the warehouse.

2016-5-5 Approval of the Cooperative Purchasing Agreement with City of Ft. Worth

Acting Vice President Ken Lynn said the District will be joining the JP Morgan Payment Solutions Consortium, which is a group of approximately 400 government, non-profit and educational institutions that have pooled their purchasing card spend dollars into a single contract with JP Morgan Chase for volume benefits. The City of Ft. Worth is the sponsoring entity and the one that issued the bid. JP Morgan Chase has offered a rebate rate of 1.61% based on a volume of more than \$8 million dollars. He said the purchasing card, or P-card, system will have internal controls to prevent abuse.

On motion of Ms. McCall, second of Mr. Rodriguez, the Board of Trustees of Collin County Community College District unanimously approved the Cooperative Purchasing Agreement between the City of Ft. Worth and Collin County Community College District.

2016-5-6 Approval of Interlocal Agreement with the County of Tarrant

Acting Vice President Ken Lynn said the agreement is pursuant to the authority granted by the "Texas Interlocal Cooperation Act," Chapter 791 Texas Government Code. This is an ongoing agreement activated only by the District's issuance of a Purchase Order, and will be highly beneficial to the taxpayers of Collin County due to the anticipated savings related to volume purchasing of police vehicles. The bid for the vehicles is included in the Bid Report for April 2016, item 2016-5-10.

On motion of Ms. McCall, second of Mr. Wainwright, the Board of Trustees of Collin County Community College District unanimously approved the Interlocal Agreement with the County of Tarrant pursuant to the authority granted by the "Texas Interlocal Cooperation Act," Chapter 791 Texas Government Code related to volume purchasing.

2016-5-7 Approval of City of Plano 2016 Historic Tax Exemption

The City of Plano has approved an ordinance to provide seventy-two (72) Heritage Resources for a partial tax exemption from the current year's Ad Valorem taxation in the amount of \$40,993.31. These properties comprise the City of Plano 2016 Historic Tax Exemption.

On motion of Ms. McCall, second of Mr. Rodriguez, the Board of Trustees of Collin County Community College District unanimously approved partial tax exemption from the current year's Ad Valorem taxation for the seventy-two (72) properties listed on the City of Plano 2016 Historic Tax Exemption.

2016-5-8 Approval of Special Warranty Deed Transferring Property to the City of Melissa

On May 19, 2010, the City of Melissa executed a Special Warranty Deed to Collin College that transferred 25 acres of land in the Brinlee Survey to the College in consideration of the College constructing required improvements on the property within a 5-year period. The Special Warranty Deed contained a reverter clause that specified that if the College failed to construct the required improvements within the 5-year period title to the land would revert back to the City of Melissa. The College did not construct the required improvements, and as a result, the property reverted back to the City of Melissa. Execution of the Special Warranty Deed will formalize the transfer of the land back to the City of Melissa. President Matkin said the land was donated for use in constructing a Public Safety Training Center, a project that has been designated for another location.

On motion of Mr. Orr, second of Mr. Wainwright, the Board of Trustees of Collin County Community College District unanimously approved a Special Warranty Deed transferring 25 acres of land to the City of Melissa.

2016-5-9 Approval of Private Offers to Purchase Struck Off Properties

Private offers were received for nine (9) struck-off properties in Collin County. Board members questioned how values and amounts were determined. Acting Vice President Ken Lynn will research the struck off property process and provide information back to the board members.

On motion of Mr. Rodriguez, second of Mr. Wainwright, the Board of Trustees of Collin County Community College District approved the private offers on the nine (9) properties as presented on a vote of seven (7) for and one (1) recusal. Ms. McCall recused herself from the vote.

Properties include:

| | |
|---|--------------|
| 1900 E. Audie Murphy Pkwy., Farmersville, TX | \$160,000.00 |
| 601 W. Elm St., Celina, TX | 2,500.00 |
| 181 Cherokee, McKinney, TX | 13,525.37 |
| Blk 2, Lot 4C, Neatherly Marble, Farmersville, TX | 500.00 |
| Oak St. E, Celina, TX | 2,500.00 |
| 941 Business 78, Farmersville, TX | 10,000.00 |
| 203 E. Erwin Ave., McKinney, TX | 35,000.00 |
| 9465 CR 626, Blue Ridge, TX | 725.00 |
| 605 Howard aka 604 Washington, McKinney, TX | 9,053.00 |

2016-5-10 Approval of Bid Report for April 2016

Acting Vice President/CFO Ken Lynn presented the Bid Report for May 2016 with nine (9) new solicitations in the amount of \$3,017,685.56 and four (4) contract renewals adding to \$366,443.00. The Bid Report for April 2016 totaled \$3,384,128.56.

On motion of Mr. Rodriguez, second of Ms. Wurzman, the Board of Trustees of Collin County Community College District unanimously approved the Bid Report for April 2016.

I. NEW SOLICITATIONS

| | |
|---|-----------------|
| Purchase Request #1 | |
| Contract for Krueger International Furniture | \$ 1,225,000.00 |
| Purchase Request #2 | |
| Purchase of CAE Lucina Patient Simulation System | 71,520.00 |
| Purchase Request #3 | |
| Contract for Student Evaluation of Faculty for the District | 135,000.00 |
| Purchase Request #4 | |
| Contract for Real-Time Hardware and Software Support | 325,000.00 |

| | |
|---|----------------------------|
| Purchase Request #5 | |
| Contract for Sixty-Four (64) Months of Internet Services and Fiber Installation | 225,800.00 |
| Purchase Request #6 | |
| Contract for Floor Covering Replacement Services for the District | 500,000.00 |
| Purchase Request #7 | |
| Purchase of Police Vehicles and Equipment | 219,770.24 |
| Purchase Request #8 | |
| Travel Management Services | 75,595.32 |
| Purchase Request #9 | |
| Data and Voice Cabling Services | 240,000.00 |
| TOTAL OF NEW SOLICITATIONS | <u>3,017,685.56</u> |

II. **CONTRACT RENEWALS**

| | |
|---|--------------------------------------|
| Purchase Request #10 | |
| Renewal of Annual Contract for Purchase of Equipment and Supplies for the District's Science Labs | 60,000.00 |
| Purchase Request #11 | |
| Renewal of Annual Contract for Elevator Maintenance and Repairs | 70,000.00 |
| Purchase Request #12 | |
| Renewal of Annual Contract for TSI Assessment Testing Materials | 131,443.00 |
| Purchase Request #13 | |
| Renewal of Annual Contract for Secure Door Hardware and Locksmith Services for the District | 105,000.00 |
| TOTAL OF CONTRACT RENEWALS | <u>366,443.00</u> |
| GRAND TOTAL | \$ <u><u>3,384,128.56</u></u> |

INFORMATION REPORTS

The following reports were provided for the board's information.

Expenditure Reports

Summary of Cash Disbursements for the Month of March 2016

Detail of Summary of Cash Disbursement for the Month of March 2016
Checks Greater than \$5,000 March 2016
Summary of Contract and Grant Expenditures March 2016
Summary of Disbursements by Fund March 2016
Summary of Electronic Disbursements for the Month of March 2016

Other Reports

Current Funds Revenues & Expenditures as of 03/31/16
Investment Schedule as of 03/31/16

DISTRICT 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; College Reports/Metrics and Upcoming Events.

District President Matkin announced the following:

1. The Health Science Academy operated jointly by Collin College and Plano ISD has been awarded a Texas Association of College Technical Educators Award of Excellence. The award recognizes college programs that demonstrate: innovative partnerships and collaborations with employers, community stakeholders or other educational institutions; potential for positive economic impact in their region; outstanding program outcomes (such as graduation, placement, licensure pass rates, etc.); and/or best practices in workforce education and training that have improved student success. Executive Vice President Brenda Kihl, Vice President/Provosts Jon Hardesty and Abe Johnson, Interim Dean Michelle Millen, Director of the Health Science Academy Stacy Kuenn (ken), and Associate Vice President Raul Martinez of P-12 Partnerships deserve a great deal of the credit for this accomplishment.
2. The college marked its 31st anniversary April 6 and celebrated with a week of events, including games, trivia, the raising of new Collin College flags, and the dedication of a tree in the memory of Founding Trustee Tino Trujillo. The week culminated in the first-ever CougarRun 5K and Fun Run, organized by the Collin College Foundation. The CougarRun attracted about 200 runners and raised more than \$20,000 in scholarships for students. Thank you to Vice President of Advancement Lisa Vasquez, Foundation Executive Director Amy Evans, Development Officer Patricia Gregory, and Special Projects Coordinator Kim Davis for their hard work in organizing the run.
3. About 2,000 students, faculty, and staff attended the annual Undergraduate Interdisciplinary Student Research Conference at the Spring Creek Campus, April 13-14. Three of the top papers at the conference were from Collin College. Almost 300 students made presentations as parts of panels, roundtables, performances, or as poster presenters over the two-day conference. Thank you to Vice President/Provost Mary McRae, Dean Gary Hodge, Event Coordinator/Professor Jenny Warren, and the UISRC Committee. Other participants will be listed in the April College Update.

4. Dental hygiene students America Lince and Linda Tran were recently published in *DentistryIQ*, a web resource for dental professionals. The pair's paper is titled "Care of celiac patients by hygienists in the dental office."
5. MPI Collin College Student Club has been selected as one of the finalists for the 2016 Meeting Professionals International RISE (Recognizing Industry Success and Excellence) Award for Membership Achievement. The club will be recognized along with other 2016 RISE Award finalists at a conference in Atlantic City in June, where the award recipient will be announced live. Congratulations to the club on the honor and thank you to Vice President/Provost Abe Johnson and Professor Karen Musa, chair of the Institute of Hospitality and Culinary Education, for their support.
6. Collin College's Model UN earned a Distinguished Delegation Award for its representation of Libya at the Model UN Conference B in New York, March 27-31. The team was also awarded two Outstanding Position Paper awards, one for the General Assembly Second Committee and the other for the United Nations Development Programme (UNDP). This is the first time that the team has won two position papers at the same conference. Congratulations to the students and to Professors Sonia Iwanek and Tracy Meyer, who supervised the delegation while in New York. In addition to assisting the team, Iwanek was elected to serve on the National Model United Nations Advisory Board for a two-year term.
7. Collin College's Taylor Jackson of Frisco has been named an All-American Honorable Mention by the National Junior College Athletic Association. Jackson was also named First Team All-Region and NTJCAC Most Valuable Player for the 2015-16 season. Congratulations to her for this honor.
8. Collin College's Respiratory Care program has received the Commission on Accreditation for Respiratory Care (CoARC) Distinguished RRT Credentialing Success Award for the fourth year in a row. The award recognizes criteria including positive job placement and credentialing success of 90 percent or above. Congratulations to Executive Vice President Brenda Kihl, Vice President/Provost Dr. Jon Hardesty, Program Director Araceli Solis, and the program's faculty and staff for the honor.
9. In addition to the district and regional awards and honors noted in last month's report, the Alpha Mu Tau Chapter of the Phi Theta Kappa Honor Society was recently honored at the international level. Alpha Mu Tau's Relay for Life Team came in third in the nation, raising \$4,004 for the American Cancer Society. Dr. Nicole Grose received a Paragon Award for New Advisors. Emma Devine was named a Distinguished Chapter Member. In total, Alpha Mu Tau earned 15 awards in 2015-2016 academic year.
10. Andrew Rosbury, Associate Professor for Communication and Speech, successfully defended his doctoral dissertation. He has now been approved by his committee to earn a Doctor of Philosophy (Ph.D.) in Communication Studies from Regent University

School of Communication & Arts. His dissertation title was “Terrence, this is confusing stuff: New Hollywood Poetics and the Cinema of Terrence Malick.”

The Board announced the following:

Trustee Wainwright congratulated the students who are graduating this month.

Trustee Wurzman wished the best to all of the students during their finals.

Trustee Jim Orr said he was looking forward to his first graduation.

Trustee Hardin congratulated the students. He also wished Happy Mother’s Day to all of the mothers present.

Trustee Rodriguez acknowledged Steve Hardy who is retiring after 26 years with Collin College.

Chairman Collins echoed Trustee Rodriguez’s comments regarding Steve Hardy. He thanked the students and members of Phi Theta Kappa for attending the Board meeting.

ADJOURNMENT

There being no further business, Chairman Collins adjourned the May 3, 2016, meeting of the Board of Trustees of Collin County Community College District at 8:20 p.m.