

Minutes of Regular Monthly Meeting January 31, 2025

Board of Trustees Collin County Community College District

Collin County Community College District conducted its Regular Monthly Board of Trustees meeting on January 31, 2025, at the Collin Higher Education Center, 3452 Spur 399, McKinney, TX 75069 ("CHEC"), with Chair Andrew Hardin presiding. Trustees in attendance were Ms. Cathie Alexander, Dr. Robert Collins, Mr. Andrew Hardin, Dr. Raj Menon, Mr. Jay Saad, and Ms. Megan Wallace. Ms. Stacy Arias and Mr. Greg Gomel were absent. Mr. Jim Orr was in attendance but took a departure from the Board meeting from 11:23 a.m. to 11:52 a.m.

CALL TO ORDER: 10:04 a.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 10:05 a.m.

Section 551.072 Deliberations 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, including the annual evaluation of the District President

Section 551.071 Consultations with Attorney

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

Sections 551.082 and 551.0821 Certain Deliberation Regarding Student Disciplinary Matters or Personally Identifiable Information About a Student

- a. Discussion of disciplinary expulsion of students

Sections 551.076 and 551.089 Deliberation Regarding Security Devices or Security Audits

- a. Discuss deployment or specific occasions for implementation of security devices or security personnel

RECONVENE REGULAR MONTHLY MEETING: 11:23 a.m., Board Room 139, CHEC.

1. Pledges of Allegiance

WELCOME STUDENT VISITORS

PRESENTATIONS

1. Recognition of Employees on the Occasion of their Retirement - Dr. Neil Matkin, District President

PUBLIC COMMENT

There was no public comment.

Approval of the January 31, 2025 Consent Agenda Items

2025-01-C1 Approval of the Minutes of the December 10, 2024 Regular Meeting

2025-01-C2 Report Out of the Finance and Audit Committee and Consideration of Approval for the Appointment of Authorized Representatives to Engage in Investment Transactions with TexPool

2025-01-C3 Consideration of Approval of an Interlocal Agreement with the Texas Education Agency to Develop Career and Technical Education Course Standards and Texas Essential Knowledge and Skills in the Field of Fire Science

2025-01-C4 Consideration of Approval to Authorize the District President to Enter into an Agreement with Collin County Election Services and Appoint the Chief Deputy Early Voting Clerk

2025-01-C5 Consideration of Approval to Authorize the District President to Enter into Joint Election Agreements

On motion of Trustee Menon, and second of Trustee Saad, the January 31, 2025 Consent Agenda was approved by a vote of 5-0.

CONSIDERATION OF ACTION ON AGENDA ITEMS

2025-01-1 Report Out of the Organization, Education, and Policy Committee, First Reading of Local Board Policies: CF (Local) Purchasing and Acquisition; DCA (Local) Employment Practices – Term Contracts; DLA (Local) Employee Performance – Evaluation; DMAB (Local) Term Contracts – Nonrenewal

Discussion: Trustee Collins, Chair of the Organization, Education, and Policy Committee brought forth a first reading of Local Board Policies.

No action was required.

2025-01-2 Report Out of the Finance and Audit Committee and Consideration of Approval for the Modification to the Current Minimum Unrestricted Fund Balance Resolution

Discussion: Trustee Saad, Chair of the Finance and Audit Committee, brought forth, in the form of a motion and second, the Committee’s recommendation for approval of the modification to the Current Minimum Unrestricted Fund Balance Resolution.

The motion was approved 5-0 as presented.

2025-01-3 Report Out of the Finance and Audit Committee and Consideration of Approval for Revisions to the Fiscal Year 2025 Audit Plan

Discussion: Trustee Saad, Chair of the Finance and Audit Committee, brought forth, in the form of a motion and second, the Committee’s recommendation for approval of the revisions to the fiscal year 2025 Audit Plan.

The motion was approved 5-0 as presented.

2025-01-4 Consideration of Approval to Order an Election

On motion of Trustee Alexander, and second of Trustee Menon, this item was approved by a vote of 5-0.

2025-01-5 Consideration of Approval of the Bid Report for January 21, 2025

Discussion: Melissa Irby, Chief Financial Officer, presented the Bid Report for January 21, 2025, which included four new solicitations and two contract revisions:

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|---|---------------------|
| New Solicitations | |
| Purchase Request #1 Floor Covering Replacement Services | \$ 200,000 |
| Purchase Request #2 Oracle Licenses | 250,000 |
| Purchase Request #3 Replacement Air Filters | 325,000 |
| Purchase Request #4 Academic Alliance Equipment and Technology | 400,000 |
| Total of New Solicitations | <u>1,175,000</u> |
| Contract Revisions | |
| Purchase Request #5 Cisco Equipment and Maintenance | 450,000 |
| Purchase Request #6 Window Cleaning | 150,000 |
| Total of Contract Revisions | <u>600,000</u> |
| Grand Total | <u>\$ 1,775,000</u> |

On motion of Trustee Menon, and second of Trustee Collins, this item was approved by a vote of 5-0.

PUBLIC COMMENT

There was no additional public comment.

INFORMATION REPORTS

Personnel Report for January 2025
Quarterly Purchase Order Report September-November 2024
Quarterly Grant Budget Report September-November 2024
Revenues and Expenses as of November 30, 2024
Revenues and Expenses as of December 31, 2024
Statement of Net Position as of November 30, 2024
Statement of Net Position as of December 31, 2024
Monthly Investment Report as of November 30, 2024
Monthly Investment Report as of December 31, 2024
Quarterly Investment Report as of November 30, 2024
Office of Internal Audit External Quality Assurance Review
AECOM Monthly Report for December 2024

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.

CONVENE TO CLOSED OR EXECUTIVE SESSION

Adjournment 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 11:54 a.m.

Section 551.074 Personnel Matters

a. Discuss appointment, employment, evaluation, reassignment, duties, discipline, or responsibilities of college employees, including the annual evaluation of the District President

RECONVENE REGULAR MONTHLY MEETING: 1:15 p.m., Board Room 139, CHEC.

Reconvene into regular session.

ADJOURNMENT

Chair Hardin then adjourned the meeting of the Board of Trustees of Collin County Community College District at 1:15 p.m.