

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

2023-12-X

December 5, 2023

Resource: Monica Velazquez  
General Counsel

**AGENDA ITEM:**

Report Out of the Organization, Education, and Policy Committee, Second Reading and Consideration of Approval of Local Board Policies

- **DC (Local)** Employment Practices
- **DD (Local)** Personnel Positions
- **DEA (Local)** Compensation and Benefits – Compensation Plan
- **DEAA (Local)** Compensation Plan – Incentives and Stipends – ADD
- **DEAB (Local)** Compensation Plan – Wage and Hour Laws – ADD
- **DMAA (Local)** Term Contracts – Termination Mid-Contract
- **FFDB (Local)** Freedom from Discrimination, Harassment, and Retaliation – Other Protected Characteristics

**DISCUSSION:**

The Organization, Education, and Policy Committee reviewed the policies presented in this item. The Organization, Education, and Policy Committee Chair will report out a recommendation at the December 5, 2023 regular meeting of the Board of Trustees.

**PROPOSED CHANGES:**

As a part of the College's comprehensive review of all policies and with updates and recommendations from the Texas Association of School Boards' Legal and Policy Service, the local policies outlined below are being presented for your approval.

- **DC (Local)** Employment Practices – Specifies that Personnel Reports are provided as information items in Board agendas and adds language pertaining to access to employee information for Trustees.
- **DD (Local)** Personnel Positions - Personnel Reports are provided as information items in Board agendas and adds language pertaining to access to employee information for Trustees.

- **DEA (Local) Compensation and Benefits – Compensation Plan -** To accommodate TASB’s reorganization of the DEA policy series, content from policy DEA has been moved to new policies DEAA and DEAB. An Annualized Salary section has been recommended by TASB as a best practice, which addresses the payment of salaried employees over a 12-month period.
- **DEAA (Local) Compensation Plan – Incentives and Stipends – ADD -** To accommodate TASB’s reorganization of the DEA policy series, existing language has been moved to this new policy with one revision.
- **DEAB (Local) Compensation Plan – Wage and Hour Laws – ADD -** To accommodate TASB’s reorganization of the DEA policy series, existing language has been moved to this new policy with no new revisions.
- **DMAA (Local) Term Contracts – Termination Mid-Contract –** Policy language regarding placement of employees on Administrative Leave has been moved to a stand-alone policy as DLB.
- **FFDB (Local) Freedom from Discrimination, Harassment, and Retaliation – Other Protected Characteristics –** New language added referencing complaints involving disability-related academic adjustments or accommodations for students.

**DISTRICT PRESIDENT’S RECOMMENDATION:**

The District President recommends approval of the Local Board Policies as outlined above.

**SUGGESTED MOTION:**

This item may come as a motion and second out of committee. A suggested motion would be, “Mr. Chairman, I make the motion that the Board of Trustees of Collin County Community College District approves the Local Board Policies.”