

**COLLIN COUNTY COMMUNITY COLLEGE DISTRICT**  
**BOARD OF TRUSTEES**  
**Meeting Minutes**  
February 25, 2014

The Collin County Community College District ("Collin College" or "District") conducted its regular monthly Board of Trustees meeting on February 25, 2014, in the Board Room, Room 139, Collin Higher Education Center, with Chairman Mac Hendricks presiding. Trustees in attendance were Ms. Stacy Anne Arias, Dr. J. Robert Collins, Mr. Andy Hardin, Ms. Jenny McCall, Mr. Adrian Rodriguez, Mr. Larry Wainwright, and Ms. Nancy Wurzman. Trustee Tino Trujillo was absent. Other attendees included District President Cary A. Israel, Collin College administrators, faculty, students, staff, community members, and vendor representatives.

**CALL TO ORDER**

Chairman Hendricks called the February 25, 2014, meeting of the Board of Trustees of Collin County Community College District to order at 5:40 p.m. The Board met at the Collin Higher Education Center, 3452 Spur 399, McKinney, Texas 75069.

**ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION**

Chairman Hendricks recessed the meeting to closed session at 5:41 p.m. in Room 135, Board Conference Room, 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 Hendricks reconvened the meeting at 7 p.m. in Room 139 and welcomed those in attendance. Chairman Hendricks called on Shirley Harmon, Executive Assistant to the President/Secretary to the Board of Trustees, to certify posting of the notice of the meeting.

**CERTIFICATION OF THE NOTICE OF THE FEBRUARY 25, 2014, MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**

Ms. Harmon certified the notice of the February 25, 2014, Collin County Community College District Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

**PLEDGES OF ALLEGIANCE**

Chairman Hendricks led the pledges of allegiance to the American and Texas flags.

**APPROVAL OF THE MINUTES OF THE JANUARY 28, 2014, REGULAR MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**

On motion of Mr. Rodriguez, seconded by Mr. Wainwright, the Board of Trustees of Collin County Community College District unanimously approved the minutes of its January 28, 2014, regular meeting.

## **PUBLIC COMMENTS**

Dr. Linda Muysson, Professor of Physical Education and Wellness Program Coordinator, invited the Board of Trustees to the ninth Annual Health and Safety Fair at the Central Park Campus on March 7 from 9 a.m. to 2 p.m. She said 66 outside vendors are expected and there will be a safety rescue helicopter, dive team, fire engine, ambulance bus, lots of free screenings, and much more. The event is free and open to the public.

## **PRESENTATION:**

No presentations were scheduled or presented.

### **2014-2-1 Personnel Report for February 2014**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the following Personnel Report for February 2014.

Upon motion of Mr. Wainwright, seconded by Ms. Arias, the Board of Trustees of Collin County Community College District unanimously approved the Personnel Report for February 2014 as presented.

#### **2014-2-1a Staff Appointments**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the following staff appointments:

<b><u>NAME</u></b>	<b><u>TITLE</u></b>	<b><u>DATE</u></b>	<b><u>DEPARTMENT</u></b>	<b><u>REASON</u></b>
Traci Bunch	Division Secretary	2/10/14	ACCESS	Replacement Carole Fowler
Susan Karlsen	Financial Aid & Veteran Affairs Specialist	2/03/14	Controller & Student Financial Services	Replacement Leonel Santibanez

#### **2014-2-1b Promotions/Laterals/Changes**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the following promotions/laterals/changes:

<b><u>NAME</u></b>	<b><u>TITLE</u></b>	<b><u>DATE</u></b>	<b><u>DEPARTMENT</u></b>	<b><u>REASON</u></b>
Yajaira Diaz	N: Advisor O: Advisor, Temporary Full-time	2/03/14	N: Student Development, PRC O: Student Development, PRC	Promotion/ Replacement Torrey West
Cinda Johnson	N: Data Management Specialist O: Admissions and Records Assistant	2/03/14	N: Admissions & Records, CPC O: Admissions & Records, CPC	Promotion/ Replacement Rhonda Thomas

Rachael Lipsett	N: Assistant Director, HR/Employment and Benefits O: Human Resources Generalist	2/3/2014	N: Human Resources, CHEC O: Human Resources, CHEC	Promotion/ Replacement Barbara Haroutunian
Torrey West	N: Director, Advising and Testing O: Interim Director, Advising and Testing	2/3/2014	N: Advising and Testing, SCC O: Advising and Testing, SCC	Promotion/ Replacement Carie Dippel

#### 2014-2-1c Terminations/Resignations

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the following resignations/terminations:

<b>EMPLOYEE</b>	<b>LAST DAY</b>	<b>SERVICE</b>	<b>TITLE</b>	<b>DEPARTMENT</b>
Deanna Guess	2/14/14	1	Student Life Specialist	Student Life
Deborah Jenkins	2/12/14	8	Professor, Nursing	Health Sciences
Melody Snow	2/28/014	1	Administrative Assistant	Academic Affairs – STEM

#### 2014-2-2 Approval of Tuition Increases for Fall 2014

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves a tuition increase of \$1 per credit hour for in-county residents and \$3 per credit hour for out-of-county and out-of-state/out-of-country residents effective fall 2014.

Budget and Finance Committee Chairman Andy Hardin said the committee had met earlier in the day and discussed tuition increases. He said the Board does not increase tuition without thoughtful discussion. The Budget and Finance Committee looked at the long-term prospects and how the tuition increase fits into the college's long-term goals. President Israel said that with the increase, Collin College would continue to have the lowest in-county tuition in the state. He said that if the board chose, the funds could be earmarked for salary increases for faculty.

On motion of Mr. Rodriguez, seconded by Ms. Arias, the Board of Trustees of Collin County Community College District unanimously approved a tuition increase of \$1 per credit hour for in-county residents and \$3 per credit hour for out-of-county and out-of-state/out-of country residents effective fall 2014.

	Tuition	Building Use Fee	Student Activity Fee	Total
<u>Current Tuition &amp; Fees - Spring 2014</u>				
In- County Residents	\$31.00	\$6.00	\$1.00	\$38.00
Out-of-County Residents	\$68.00	\$6.00	\$1.00	\$75.00
Out-of-State/Country Residents	\$128.00	\$6.00	\$1.00	\$135.00
<u>Tuition &amp; Fees - Fall 2014</u>				
In- County Residents	\$32.00	\$6.00	\$1.00	\$39.00
Out-of-County Residents	\$71.00	\$6.00	\$1.00	\$78.00
Out-of-State/Country Residents	\$131.00	\$6.00	\$1.00	\$138.00

### **2014-2-3 Approval of New Lab Fees**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves new labs fees for summer 2014 and fall 2014.

On motion of Mr. Hardin, seconded by Mr. Wainwright, the Board of Trustees of Collin County Community College District unanimously approved new labs fees for summer 2014 and fall 2014 as follows:

#### Summer 2014

ITCC 1371 Intro to Networks	\$15.00
ITCC 1374 Routing & Switching Essentials	\$15.00
ITCC 2371 Scaling Networks	\$15.00
ITCC 2372 Connecting Networks	\$15.00

#### Fall 2014

SRGT 1541 Surgical Procedures I	\$20.00
---------------------------------	---------

### **2014-2-4 Approval of Private Offers for Struck Off Property**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves private offers for struck off properties.

On motion of Mr. Wainwright, seconded by Ms. Arias, the Board of Trustees of Collin County Community College District approved private offers for struck off properties on a vote of seven (7) for and one (1) refusal. Ms. McCall recused herself from the vote.

Private offer from Tony Rivernbark in the amount of \$1,500.00 for property located at Lot 16 of Lavon Beach Estates Addition, Collin County, Texas.

Private offer from the City of Nevada on four tracts located generally at 307 Kerens Street in Nevada, TX in the amount of \$1.00 each for a total of \$4.00, to include the following:  
Block 3, Lot 9, .16 acres; Block 3, Lot 10 .16 acres; Block 3, Lot 11 .16 acres; and  
Block 3, Lot 12 .1 acres

#### **2014-2-5 Approval of Special Warranty Deed for Struck-off Property**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves a special warranty deed for struck off property located in Farmersville, Texas.

On motion of Mr. Rodriguez, seconded by Ms. Wurzman, the Board of Trustees of Collin County Community College District approved, on a vote of seven (7) for and one (1) refusal, a special warranty deed for struck off property located in Farmersville, Texas.

McKinney Street, Block 4, Tract 126 of the W.B. Williams Survey in the City of Farmersville, Collin County, Texas.

#### **2014-2-6 Approval of Expenditure Reports for January 2014**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the Expenditure Reports for January 2014.

In answer to Chairman Hendricks' question regarding the Seaway Agreement, Vice President/CFO Ralph Hall said he would follow up to make sure legal fees are included as specified in the agreement.

On motion of Dr. Collins, seconded by Ms. McCall, the Board of Trustees of Collin County Community College District unanimously approved the Expenditure Reports for January 2014 with cash disbursements for the month totaling \$5,658,430.69.

#### **2014-2-7 Approval of Bid Report for February 2014**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the Bid Report for February 2014.

On motion of Ms. Arias, second of Ms. Wurzman, the Board of Trustees of Collin County Community College District unanimously approved the Bid Report for February 2014.

<b>BID #</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
<b>NEW SOLICITATIONS</b>		
3656	ANNUAL CONTRACT FOR FINANCIAL AID FILE REVIEW SERVICES	\$130,000.00 (not to exceed)
	Global Financial Aid Services Gulfport, MS	
3661	PURCHASE OF PHYSIO-CONTROL LIFEPAK 15	\$31,485.50
	Physio-Control, Inc. Chicago, IL	

3662	ANNUAL CONTRACT FOR COMPUTER ROOM AIR CONDITIONING EQUIPMENT, MAINTENANCE AND SERVICE	\$49,000.00 (not to exceed)
	Tech Plan, Inc. Plano, TX	
	<b>CONTRACT RENEWALS</b>	
2245	RENEWAL OF ANNUAL CONTRACT FOR WATER TREATMENT CHEMICALS	\$40,000.00 (not to exceed)
	Chemcal, Inc. Grapevine, TX	
2691	RENEWAL OF ANNUAL CONTRACT FOR THE PURCHASE OF CISCO EQUIPMENT, SOFTWARE AND MAINTENANCE	\$675,000.00 (not to exceed)
	AT&T Texas Dallas, TX	
	Flair Data Systems, Inc. Dallas, TX	
	TFE Connect Lewisville, TX	
	GovConnection Merrimack, NH	
3423	RENEWAL OF ANNUAL CONTRACT FOR A WEB CONTENT MANAGEMENT SYSTEM	\$31,500.00
	OmniUpdate Camarillo, CA	
3424	RENEWAL OF ANNUAL CONTRACT FOR PROMOTIONAL PRODUCTS	\$60,000.00 (not to exceed)
	Joy Promotions, Inc. Dallas, TX	
	Authentic Promotions.com Sacramento, CA	
	Best Press, Inc. Addison, TX	

Positive Promotions, Inc.  
Hauppauge, NY

Proforma Promotions Remembered  
Allen, TX

3542	RENEWAL OF ANNUAL CONTRACT FOR PREVENTIVE MAINTENANCE SERVICE FOR SCIENCE LAB EQUIPMENT	\$26,000.00 (not to exceed)
------	---	--------------------------------

Aldinger Company  
Dallas, TX

Midwest Bioservice company, LLC  
Tulsa, OK

### **CONTRACT REVISIONS**

3545	ANNUAL CONTRACT FOR DATA AND VOICE CABLING
------	---

Idex Global Services, Inc.  
Richardson, TX

TFE  
Hewitt, TX

Original Contract:	\$69,000.00
CO #2 – Increase	\$11,000.00
Revised Contract Total	\$80,000.00

### **INFORMATION REPORTS**

Ralph Hall, District Vice President of Administrative Services/CFO presented the following information reports:

#### Budget Status Report as of 01/31/14

For the month ending January 31, 2014, revenue exceeded expenditures by \$21,326,029. Year-to-date revenue exceeded expenditures by \$54,220,828.

#### Investment Schedule as of 01/31/14

Investments for the month of January totaled \$270,048,228 with TexPool paying 0.03% and TexStar 0.03%. Two Fannie Mae's were paying .12%. The U.S. Treasury benchmark was .07% on January 1, 2014, and .02% on January 31, 2014. Mr. Hall said he had also purchased a short-term certificate of deposit paying .13%.

## **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.

### **President Israel announced the following:**

1. Dr. Terry Hockenbrough announced the Service Learning activity for fall 2013 as follows:

- 1,143 Students (22% increase from fall 2012)
- 18,694 Hours (14% increase from fall 2012)
- 65 Faculty (48% increase from fall 2012)
- 244 Community Partners
- 46 Courses
- 126 Sections/Classes

Congratulations to Dr. Hockenbrough and all faculty involved in service learning. We appreciate the Service Learning Coordinators at each campus including Judi Wohead and Loyd Campbell at CPC, Kim Nyman at PRC and Whitney Pisani at SCC.

2. Appreciation goes to the African American History Month Task Force co-chairs Cathy Donald Whitney and Donna Okaro for their leadership and work on the month-long activities celebrating African American History Month. We appreciate all the members of the Task Force and the faculty and staff who served as planners, panelists, moderators, and support.

3. Students and faculty from Collin's Respiratory Care Program participated in the 2014 Fight for Air Climb for the American Lung Association. Our team "Huffin and Puffin" had 17 participants (4 faculty and 13 students) who climbed 54 flights of stairs at Renaissance Tower in downtown Dallas. The Collin team raised \$3,635 to help raise awareness about lung disease and help in the fight to find a cure as well as new treatments; we were the 2<sup>nd</sup> top fundraising team. Thank you to Vice President/Provost Sherry Schumann, Dean Abe Johnson, Director Celi Solis and the faculty and staff who participated in this successful initiative.

4. Brett Adams, Professor of History has been elected President of the Heritage Association of Frisco.

5. Kim Davison, Vice President of Organizational Effectiveness and Human Resources, has been elected Vice Chair of the City of McKinney's Board of Adjustment.

6. Collin student Euisun Field has won this year's Andrea Patterson Memorial Scholarship awarded by the Board of Registered Polysomnographic Technologists. The scholarship, named in honor of an early and highly regarded leader in the field of polysomnography, awards \$2,500 in tuition and books to a promising student in that field of study.

7. Professor of Speech Kerry Byrnes has been selected to the National Communication Association (NCA) Student-Learning Outcomes in Communication Project. This is quite an honor and achievement since she is one of only twenty-four faculty leaders in the nation to be selected.
8. Collin transfer student Laurel Jackson-Cook has been accepted into the Ronald E. McNair Scholars Program at the University of Texas at San Antonio. Laurel credits her experiences at Collin College for her success and gives appreciation to Professor/Psi Beta Faculty Advisor Jennifer O'Loughlin-Brooks for the opportunity to develop and excel in academic, leadership and community service through Psi Beta membership. The McNair Scholars Program focuses on first generation students and/or students underrepresented in doctoral programs and exposes them to graduate work and research to improve their competitive edge to enter graduate or doctoral programs.
9. Professor of Speech and Chair of Communications, Humanities and Philosophy Kim Nyman served as judge for the National Christian Forensics and Communications Association's tournament held in Frisco on January 3.
10. We received fantastic news from Collin's Alpha Mau Tau chapter of Phi Theta Kappa. The chapter has been named a Five Star Chapter for the tenth consecutive year. PTK President Michelle Davis and officers Alexa Acosta and Jasmine Beal received the All-Texas Academic Team Award; they will travel to Austin in March to be recognized. The chapter's advisor, Dr. Terry Hockenbrough, was awarded the Hall of Honor of Distinguished College Administrators for the Texas Region of Phi Theta Kappa. In addition, all of the chapter officers have reached 5 Star Level on Competitive Edge, the first 100% 5 Star Competitive Edge officer team in our chapter's history.
11. In another accomplishment, PTK leaders announced the chapter's college project *Circus Event* was attended by 470 students on January 24. The event was held in the Atrium at the Spring Creek Campus to promote PTK's spring workshops. Several student organizations had booths at the *Circus Event* where they presented information on topics such as conflict management and teamwork presented through games and other fun venues.
12. On February 20, Preston Ridge Campus hosted 1,800 middle and high school students for the Frisco ISD/Collin College Career Fair and Showcase. The students visited with 95 professionals and 22 college programs to learn about careers and the many degree and certificates available at Collin. Collin's culinary students prepared snacks for the event and hospitality management students had first-hand experience in managing the major event. Acknowledgement for their leadership in this highly successful event goes to Vice President/Provost Brenda Kihl, Professor of Hospital Management Karen Musa, Professor of Hospitality Management Linda Wee, Professor of English Gary Wilson, Professor of Company Information Systems Ann Cervantez, Professor of Business Management Christine DeLaTorre and Executive Assistant Jill Braziel. We appreciate Frisco ISD for their partnership in the initiative.

13. Collin College and the Collin County Business Alliance will host the first ever Education Summit tomorrow morning at the Collin Higher Education Center. Business executives from some of the area's largest corporations will meet with legislators, education and community leaders for the first symposium of its kind in Collin County.

14. The college has had a blizzard of activity recently. We held our largest fundraiser that brought in \$2.5 million, including a \$2 million gift from Roger and Judy Lawler. Over 400 people attended the event that was magnificently coordinated by the staff of the Foundation. Bob Tomes won the trivia game during the event. We appreciate our physical plant, Dr. Mary McRae and everyone involved. Trustee McCall did a lot of work on the Stetson and Stiletto event and we appreciate her very much for doing so. We are grateful to former Board Chair Sam Roach, Dr. Brenda Kihl, and Amy Evans for helping with the gift from the Lawlers.

**The Board announced the following:**

Trustee Rodriguez said he attended Stetson and Stiletto and had a great time. It was good to see everyone there. He congratulated the Foundation on a grand event. Mr. Rodriguez congratulated all the awardees and honorees mentioned in President Israel's announcements.

Trustees Hardin said he was struck at how proud he is to be a part of the college and said the Foundation is an example of the commitment our citizens have to this institution. He added that because of the generosity of the Lawlers, 60 students would be able to attend Collin each year.

Trustee Arias thanked everyone for their contributions and hard work.

Trustee McCall thanked Lisa Vasquez and Amy Evans for a fabulous event and said everyone had a great time.

Chairman Hendricks asked President Israel to explore the possibility of Collin College getting out of the tax pool and doing its own tax collecting to solve some of our problems.

**ADJOURNMENT**

There being no further business, Chairman Hendricks adjourned the February 25, 2014, meeting of the Board of Trustees of Collin County Community College District at 7:39 p.m.