

**COLLIN COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Meeting Minutes
September 26, 2017**

The Collin County Community College District (“Collin College,” “Collin,” or “District”) conducted its regular monthly Board of Trustees meeting on September 26, 2017, in the Board Room, Room 139, Collin Higher Education Center, with Chairman J. Robert Collins presiding. Trustees in attendance in the Board Room 139 were Dr. Collins, Mr. Andy Hardin, Mr. Fred Moses, Mr. Mac Hendricks, and Mr. Jim Orr. Dr. Stacey Donald, Dr. Raj Menon, Mr. Adrian Rodriguez, and Ms. Nancy Wurzman were present via videoconference from Las Vegas, where they were attending the Association of Community College Trustees (ACCT) Conference. Other attendees included District President Neil Matkin, Collin College administrators, faculty, students, staff, vendors, and community members.

CALL TO ORDER

Chairman Collins called the September 26, 2017, meeting of the Board of Trustees of Collin County Community College District to order at 5:33 p.m. The Board met at the Collin Higher Education Center, 3452 Spur 399, McKinney, Texas 75069.

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION

Chairman Collins recessed the meeting to closed session at 5:34 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 7:00 p.m. in Boardroom 139 and welcomed those in attendance. He 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 SEPTEMBER 26, 2017, MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

Ms. Harmon certified the notice of the September 26, 2017, Collin County Community College District Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

PLEDGES OF ALLEGIANCE

Dr. Collins led the pledge of allegiance to the American flag and Mr. Moses led the pledge to the Texas flag.

RECOGNITION OF SPECIAL GUESTS

Chairman Collins recognized the professors and students from the Leadership Development Institute including students from the following: Professor Nicole Grose's Human Anatomy & Physiology class, Professor Jessica Hargis' Texas Government class, Professor Thomas Pickens' History class, Professor Michael Rose's Psychology class, Professor Debra St. John's Government class, and Professor Judi Wohead's Speech Communication class. Student Government Association President Dominic Carty and several SGA representatives were also in attendance.

APPROVAL OF THE MINUTES OF THE AUGUST 22, 2017, REGULAR CALLED MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

On motion of Mr. Moses, second of Mr. Orr, the Board of Trustees of Collin County Community College District unanimously approved the minutes of its August 22, 2017, regular meeting.

Dr. Menon said he was glad to see the correction in the minutes to the budget numbers that were discussed at the August 22, 2017, meeting.

PUBLIC COMMENTS

No public comment was presented.

PRESENTATIONS

1. Introduction and Recognition of the Professor of the Year, Associate Professor of the Year, and Full-time and Part-time ROSE Award Recipients

District President Neil Matkin acknowledged the work of the Council on Excellence in the selection process for the Full-time Professor of the Year, the Deans and Vice Presidents/Provosts in selection of the Associate Professor of the Year, and the All College Council for coordinating the selection of the ROSE Award winners.

Dr. Matkin introduced Outstanding Professor of the Year Rajasree Kannampuzha and said she is a gifted individual with a strong commitment to teaching who empowers her students through her teaching style and high standards of achievement. She has taught Physics at Collin since August 2011 with passion, patience, and respect. Through cooperative learning, she encourages students to have collaborative and open discussions to create solutions and find any errors in calculations. This practice nurtures critical thinking and develops a mutual respect among her students.

Comments from her students include:

- *She is an amazing professor and there is not much room for improvement because she already goes above and beyond.*
- *Amazing.*
- *The instructor demonstrated unwavering kindness and patience to all students.*
- *Dr. Raji is a professor who truly cares about her students.*

Professor Kimberly O'Neil is Collin College's Outstanding Associate Professor of Year. She has taught Government at Collin since 2014 and is a passionate and talented teacher who inspires and engages her students. She challenges her students to learn the value of being educated and informed citizens and facilitates unbiased discussions on current events to encourage students to form their own opinions. Professor O'Neil is a consummate professional who was recently recognized for her work with non-profit organizations throughout the DFW Metroplex.

Dr. Matkin read comments from her students including:

- *Professor O'Neil went above and beyond to teach us.*
- *She changed my life around in regards to government! I went from not having any interest in the subject to watching the news every morning.*
- *She helped me break out of my shell with challenging assignments and group collaborations.*
- *Thank you for igniting the fire inside me that will keep me involved in government.*

President Matkin said that in the 1980s, a group of citizens walked house to house to obtain signatures on petitions for the formation of the college wearing yellow silk roses on their lapels. That legacy continues today with the ROSE Awards, the highest award presented to Collin College full-time and part-time staff. ROSE stands for *Recognition of Service and Excellence*.

Dr. Matkin announced that the recipient of the 2017 ROSE Award for full-time staff is Todd Fields. Todd has been employed at Collin for 28 years (since 1989), starting his career as Purchaser for the Spring Creek Bookstore and then assisting in the opening of the Courtyard Center. Mr. Fields has served as the Courtyard's Bookstore Associate, worked in the Business Office, and as a Continuing Education Registration Specialist, at times performing these jobs simultaneously during a time when the college was smaller.

After moving to the Spring Creek Campus, Todd worked as an Academic Advisor and later, as the Assistant Director of Advising. He has served with excellence for many years in his current position of Registrar/Director of Admissions. In addition to overseeing the Registration/Admissions Offices throughout the District, Mr. Fields does an excellent job in planning and coordinating Collin College's Commencement Ceremony and working directly with our students to ensure they have fulfilled all requirements to graduate. He served on the All College Council for three terms and has provided leadership with service on many committees.

The recipient of the 2017 ROSE Award for part-time staff is Diane Maxson. Ms. Maxson has worked at Collin College since June 2014 as a Secretary in the Instruction Office at the Preston Ridge Campus where she provides excellent support to Associate Faculty. Prior to coming to Collin, she spent 25 years in education at Lovejoy and McKinney ISDs as Instructional Technology Specialist and Library Media Specialist. Diane says she particularly enjoys running into students at Collin that she knew from Lovejoy or McKinney and that the part-time job at Collin College has afforded her an opportunity to continue her love of education and to play a role in delivering a brighter future to our students.

Each recipient came forward to receive a gift and have a photo taken with Chairman Collins.

2. Recognition of Retirees on the Occasion of Their Retirement – District President Neil Matkin

President Matkin announced that Police Department Sergeant Dan Reighley would retire September 30 after serving the Collin College community dutifully for more than ten years.

Sergeant Reighley came forward and received gifts and had his photo taken with Chairman Collins. A special gift of his badge mounted on a plaque was presented to Sergeant Reighley.

President Matkin said that Dan was a police officer with the Plano Police Department for 23 years before he joined Collin's department. Within a few years of coming to Collin College, he was promoted to sergeant. During his time as a sergeant, he has served as the operational supervisor at each of Collin College's three major campuses. Sergeant Reighley has excelled in the use of the video camera system to identify suspects and document their criminal activity. He has been responsible for developing the work schedule for officers and arranging for them to attend training. Dr. Matkin thanked Sergeant Reighley for his excellent service to the Collin College District and wished him the best in all of his future endeavors. He said there is no doubt that Sergeant Reighley will be missed.

2017-9-1 Personnel Report for September 2017

The Personnel Report for September 26, 2017, included one administrative appointment, one faculty appointment, six staff appointments, four promotions/changes, and ten resignations/terminations.

On motion of Mr. Rodriguez, second of Dr. Menon, the Board of Trustees of Collin County Community College District approved Items 1a through 1e of the Personnel Report for September 26, 2017, as presented on a vote of eight (8) for and one (1) against. Trustee Orr voted against the motion.

Dr. Menon said he is happy that Mr. Ken Lynn is joining Collin College in a full time capacity. He said that Dr. Brenda Kihl and Mr. Lynn are valuable players, and he looks forward to many more years of their service.

2017-9-1a Approval of Administrative Appointments

By action stated above, the Board of Trustees of Collin County Community College District approved the following administrative appointments:

<u>NAME</u>	<u>TITLE</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>REASON</u>
Kenneth Lynn	Chief Financial Officer	09/27/17	Administrative Services	Replacement

President Matkin said Mr. Lynn had refined and renewed Collin's Administrative Services Department and had won the hearts of the staff during his time as a consultant to Collin College.

2017-9-1b Approval of Faculty Appointments

By action stated above, the Board of Trustees of Collin County Community College District approved the following faculty appointments:

<u>NAME</u>	<u>TITLE</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>REASON</u>
Blaine Jones	Professor, EMT/Paramedic (Temporary)	09/01/17	Health Sciences	New Position

2017-9-1c Approval of Staff Appointments

By action stated above, the Board of Trustees of Collin County Community College District approved the following staff appointments:

<u>NAME</u>	<u>TITLE</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>REASON</u>
Alexis Cade	Program Career Coach/Workforce (Carl D. Perkins Grant)	09/01/17	Academic Affairs	New position
Julia Elkins	Lab Assistant	09/25/17	Culinary Arts	Replacement
Nicola Luna	Instructional Technologist (Temporary, Collin College Innovation Challenge)	09/01/17	e-Learning Center	Replacement
Emily McKinney	College and Career Counselor (Temporary, Collin College Innovation Challenge)	08/23/17	Dual Credit	New position
Megan Shutt	College and Career Counselor (Temporary, Collin College Innovation Challenge)	08/28/17	Dual Credit	New position
Amy Williams	Administrative Assistant (Temporary)	08/28/17	Admissions and Records	Replacement

2017-9-1d Approval of Promotions/Changes

By action stated above, the Board of Trustees of Collin County Community College District approved the following promotions/changes:

<u>NAME</u>	<u>TITLE</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>REASON</u>
Lenora Gray	N: Budget Manager O: Accountant III	09/01/17	N: Finance Services and Reporting O: Finance Services and Reporting	Replacement
Brenda Kihl	N: Executive Vice President O: Executive Vice President	09/27/17	N: President's Office O: President's Office	Salary Increase
Rebecca Miller	N: Payroll Manager O: Assistant Payroll Manager	09/01/17	N: Finance and Budgeting O: Finance and Budgeting	Replacement

Catherine Smith	N: Program Career Coach/Workforce (Carl D. Perkins Grant) O: Advisor	09/01/17	N: Academic Affairs O: Student and Enrollment Services	New position
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President Matkin said Dr. Kihl has been carrying a tremendous load and putting in many hours. He said he could not say enough about her leadership and good work; he thanked her for her service.

2017-9-1e Approval of Resignations/Terminations

By action stated above, the Board of Trustees of Collin County Community College District approved the following resignations/terminations:

EMPLOYEE	LAST DAY	SERVICE	TITLE	DEPARTMENT
Tricia Conner	9/01/17	3	Web Communications Editor	Grants and Contracts
David Crook	8/12/17	3	Plant Operations Worker	Plant Operations
Philomena Mistretta	9/19/16	<1	Professor, Nursing	Nursing
Daniel Reighley	9/29/17	10	Collin Police Sergeant	Police Department
Christopher Smith	8/17/17	<1	Supervisor, Testing Center	Testing Center
Lesley Snelson	8/21/17	9	Professor, Dance	Academic Affairs/Workforce
Pamela Spain	8/25/17	13	Financial Aid/VA Specialist	Financial Aid
Jennifer Summerville	9/01/17	9	Associate Dean Distance Learning	e-Learning Centers
Julia Quarles	7/21/17	2	Manager, Writing Center	Writing Center
Dustin Zimmerman	9/14/17	3	Financial Aid / VA Advisor	Financial Aid

2017-9-2 Report Out of the Organization, Education, and Policy Committee and First Reading of Local Board Policies

Discussion: Chair of the Organization, Education, and Policy Committee Mac Hendricks reported that the committee had met prior to the board meeting to review changes to the following 20 local board policies. He said the committee would make a few more “tweaks” prior to making its recommendation.

BD: Board Meetings

BE: Policy and Bylaw Development

BFD: Chief Executive Officer – Retirement or Resignation

BFE: Chief Executive Officer – Evaluation

BH: Administrative Rules and Regulations
CIA: Equipment and Supplies Management – Records Management
CR: Technology Resources
DBA: Employment Requirements and Restrictions – Credential and Records
DBD: Employment Requirements and Restrictions – Conflict of Interest
DGD: Employee Rights and Privileges – Employee Use of College District Facilities
DM: Termination of Employment
EBA: Alternate Methods of Instruction – Distance Learning
ECC: Instructional Arrangements – Course Load and Schedules
EFCD: Special Programs – High School Equivalency Testing Centers
EGD: Academic Achievement – Graduation
FB: Admissions
FL: Student Rights and Responsibilities
FM: Discipline and Penalties
GAB: Public Information Requests, Requests for Information
GCB: Public Information Requests, Requests for Information

Sr. Vice President of Organizational Effectiveness Kim Davison discussed the proposed changes to the local board policies as follows. She said that as a part of the college's comprehensive review of all policies and with input from the Texas Association of School Board's Legal and Policy Service, the local policies outlined below are presented for review as a first reading.

- BD (Local) Board Meetings – Changes are proposed to simplify the policy and to make it more flexible to accommodate variations from the Board's normal meeting practices
- BE (Local) Policy and Bylaw Development – Changes include a reminder to consider the legal policy along with the local policy; clarifies that board member and trustee are used interchangeably; and clarifies that newly enacted laws are applicable when effective
- BFD (Local) Chief Executive Officer – Retirement or Resignation and BFE (Local) Chief Executive Officer – Evaluation (*NEW POLICY*) – Separated policy language into two separate policies
- BH (Local) Administrative Rules and Regulations (*NEW POLICY*) – Clarifies that the CEO is responsible for developing and enforcing administrative regulations and ensuring they are consistent with Board Policy
- CIA (Local) Equipment and Supplies Management – Records Management – Clarifies that the college has filed its records retention schedule with the Texas State Library and updates them regarding any amendments to our records retention schedules
- CR (Local) Technology Resources – Adds policy language about use of drones on campus in accordance with the law and college regulations
- DBA (Local) Employment Requirements and Restrictions – Credential and Records – Adds a requirement that the college may not use an employee's social security number as an employee identifier other than for tax purposes

- DBD (Local) Employment Requirements and Restrictions – Conflict of Interest – Eliminates a provision that exempted employees other than the District President from completing a conflicts disclosure statement
- DGD (Local) Employee Rights and Privileges – Employee Use of College District Facilities (*NEW POLICY*) – Adds a policy addressing employee use of college facilities
- DM (Local) Termination of Employment – Removes a requirement for exit interviews
- EBA (Local) Alternate Methods of Instruction – Distance Learning (*NEW POLICY*) – Establishes a policy related to distance learning
- ECC (Local) Instructional Arrangements – Course Load and Schedules – Clarifies Collin College policy with respect to the Texas Administrative Code
- EFCD (Local) Special Programs – High School Equivalency Testing Centers (*NEW POLICY*) – Establishes a policy related to High School Equivalency Testing
- EGD (Local) Academic Achievement – Graduation (*DELETE*) Deletes policy and recommends language be housed in the college’s catalog or handbook
- FB (Local) Admissions (*NEW POLICY*) – Adds a policy regarding Open Admissions
- FL (Local) Student Rights and Responsibilities (*NEW POLICY*) – Adds a policy addressing the student handbook
- FM (Local) Discipline and Penalties – Adds language that references student discipline procedures be included in the student handbook
- GAB (Local) Public Information Program – Requests for Information (*DELETE – MOVED TO GCB*)
- GCB (Local) Public Information Program – Requests for Information (*NEW POLICY – MOVED FROM GAB*) - Information is the same as GAB (Local), except that it corrected the number of hours from 35 to 36

Dr. Menon said that the Texas Association of School Boards (TASB) reviews the college’s local policies and provides recommendations for changes. Mr. Hendricks noted that the college does not have to accept all of their recommendations.

Chairman Collins said the Organization, Education, and Policy Committee includes Chair Hendricks, and members Trustees Moses, Orr, and Rodriguez. He thanked Ms. Davison for her work on the policy changes.

This being a first reading, no action was required or taken.

2017-9-3 Approval Local Board Policy CAK: Appropriations and Revenue Sources – Investments

Discussion: Both the Finance and Audit and the Organization, Education, and Policy Committees met in August to review local board policy CAK: Appropriations and Revenue Sources - Investments for first reading.

Mr. Hendricks, Chair of the Organization, Education, and Policy Committee, said the committee reviewed the policy but did not make recommendation. Finance and Audit Committee Chair Nancy Wurzman said that the committee recommended the changes to local board policy CAK as presented.

Chief Financial Officer Ken Lynn said that Collin College is required by the Public Funds Investment Act Chapter 2256 of the Texas Government Code to adopt a written investment policy. The policy is reviewed and updated annually.

Recommended changes include:

CAK (Local): Appropriations and Revenue Sources, Investments

- Updates the requirements related to approved brokers, including receiving a copy of the college's Investment Policy.
- Adds that local government pools will be sent a copy of the college's Investment Policy and certify that they have reviewed the policy.
- Includes a requirement that AAA-rated money market mutual funds will comply with SEC Rule 2a-7.

On motion and second out of the Finance and Audit Committee, the Board of Trustees of Collin County Community College District unanimously approved the changes to local board policy CAK: Appropriations and Revenue Sources – Investments.

2017-9-4 Approval of an Amendment to the FY18 Budget for Changes in Budgeted Restricted Revenues and Expenses for Grants

Discussion: Federal, state, and local/private grant activity is dynamic as amendments to currently active grants are processed and new grants are awarded. In order to fund the objectives of the grants, grant operating budgets must be established in a timely manner. This request for a budget amendment reflects the additions to restricted revenues and expenses as a result of amendments, new awards, and the carryover of prior year's unspent grant budgets that may be utilized in the current year budget for the period beginning September 2017.

On motion of Mr. Moses, second of Dr. Menon, the Board of Trustees of Collin County Community College District unanimously approved the Amendment to the FY18 Budget for changes in budgeted revenues and expenses for grants in the amount of \$510,246.

2017-9-5 Approval of Facilities Naming in Connection with Major Gifts

Discussion: In 2007, the Board of Trustees created Policy CLA (LOCAL), which paved the way for a philanthropic naming opportunity program with assistance from the Collin College Foundation. The policy states that the Board has authority to name facilities to "honor a person who has made an exceptional contribution to the College District" or to "honor a substantial benefactor of the College District." This program has been very

attractive to major gift donors, and two gifts are presented for formal approval by the Board.

1. The first district-wide naming gift establishes the Anthony Peterson Centers for Academic Assistance at the college's three major campuses. This \$150,000 gift establishes a student scholarship endowment similar to previous naming gifts.
2. The second is a three-year, \$30,000 naming opportunity for the State Farm Career Center at Spring Creek Campus. State Farm specifically requested a temporary naming opportunity to help with the start-up of the facility at the campus nearest to their local headquarters.

These two gifts would bring the number of naming opportunity contributions to eight since the program's inception. President Matkin noted that these gifts should have been approved by the Board of Trustees and were being submitted for approval at this time.

On motion of Mr. Moses, second of Dr. Donald, the Board of Trustees of Collin County Community College District unanimously approved a permanent naming opportunity for the Anthony Peterson Centers for Academic Assistance and a three-year naming opportunity for the State Farm Career Center at Spring Creek Campus.

In answer to Mr. Moses' question, Dr. Matkin said that Anthony Peterson has expressed interest in additional naming opportunities on the college's campuses. In answer to Mr. Hendricks' question, Dr. Matkin said the naming opportunity for State Farm is a one-time contribution totaling of \$30,000 for the three-year period.

2017-9-6 Approval of a Resolution Nominating Candidates for the Collin Central Appraisal District Board of Director

Discussion: In accordance with the Texas Property Tax Code, Section 6.03, the Appraisal District's five directors are to be appointed by the taxing units that participate in the District. Each taxing unit may nominate one to five board candidates.

Nominations must be made in an open meeting and a written resolution from the presiding office of the governing board must be delivered to the Chief Appraiser by October 14, 2017. The resolution must include the name and address of each candidate nominated.

To be eligible to serve on the board, an individual must be a resident of the District and must have resided in the District for at least two years immediately preceding the date they take office. Terms will begin January 1, 2018.

Collin College District has 185 votes to cast in the election of the Board of Directors for the Central Appraisal District of Collin County. At the conclusion of the nominating process, the District will send a ballot with voting instructions to each voting taxing unit with at least one vote to cast.

Mr. Orr moved to nominated Gary Rodenbaugh as a candidate for the Collin Central Appraisal District Board of Directors. After discussion, Mr. Orr changed his motion to nominate the five current Collin Central Appraisal District board members, Earnest R. Burke of Plano, Ronald Carlisle of Frisco, L. Wayne Mayo of Richardson, Michael Pirek of Plano, and Gary Rodenbaugh of Allen and to split the college's 185 votes evenly among the five. The motion was seconded by Mr. Moses and received approval by the Board of Trustees of Collin County Community College District on a vote of eight (8) for and one (1) abstention. Mr. Hendricks abstained from the vote.

Board members discussed the need to get a better understanding from the Central Appraisal District on the process of nominating and electing its Board of Directors. President Matkin said he would contact Chief Appraisal Bo Daffin regarding this important issue.

2017-9-7 Approval of Bid Report for September 2017

Discussion: The Bid Report for September 2017 included two new solicitations.

Mr. Lynn discussed the bid process for custodial services at the Spring Creek Campus. He said policy allows for best value and not just the acceptance of low bid. Dr. Matkin said that number of employees assigned to provide custodial services, the number of hours of cleaning, and other factors varied between vendors and were taken into consideration. The bid was tabulated by Bill King, Executive Director of Facilities, and the District's Facilities Managers.

In answer to Dr. Menon's question, Mr. Lynn said the college would like to do business with local companies and HUBs when possible; however, the college has a responsibility as fiscal stewards to evaluate the best value for its services.

On motion of Mr. Orr, second of Dr. Menon, the Board of Trustees of Collin County Community College District unanimously approved the Bid Report for September 2017 as presented.

I. NEW SOLICITATIONS

Purchase Request #1	
Contract for Custodial Services for the Spring Creek Campus	\$ 2,539,800.00
Purchase Request #2	
Contract for Professional Engineering Services for the Facilities and Construction Department	\$ 75,000.00
TOTAL OF NEW SOLICITATIONS	\$ <u>2,614,800.00</u>
GRAND TOTAL	\$ <u><u>2,614,800.00</u></u>

INFORMATION REPORTS

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

Monthly Investment Report as of 8/31/17

Summary of Foundation Payments to the District 8/31/17

AECOM Monthly Report for August 2017

Project Manager David Dailey of AECOM gave a presentation on the monthly report for August 2017. He said the monthly report content has been expanded to include three new sections:

- Community – New
 - Project Assignments
 - Estimate of personnel involved in the Capital Improvement Program
 - Community Outreach Events – final details and form pending
- Schedule - New
 - Program Schedule
 - Project Schedules by Phase
- Budget – Final details and form pending

The complete report can be found in the board packet, which is posted on Collin's website.

DISTRICT PRESIDENT'S ANNOUNCEMENTS:

President Matkin shared the sad news of the passing of two members of the Collin College community:

Until his passing, Ron Nichols was serving as a full-time Accounting Professor at the Central Park Campus. He had been an associate faculty member with Collin College since 2005 and began his full-time position in August 2013. He held a Master of Science degree in Professional Accounting from the University of Hartford in Connecticut and a BS in Accounting from Central Connecticut State University. Professor Nichols served as an Academic Planning Coach and as a Student Mentor. Evaluation comments from his students painted a picture of his contributions to Collin College and showed what a true inspiration he was to them.

Holly Mullins passed away earlier this month. She began working at Collin College in 1997 as a Preschool Teacher at Collin College Child Development Lab School. She retired in May 2013. Holly's greatest loves were cooking, her faith, her family, and teaching. She was admired and loved by her peers, Collin students, and the lab school families and children. She impacted hundreds of children during her time at the college. Her contagious laugh, passion for teaching, and gentle spirit will be remembered.

Dr. Matkin asked everyone to join him in keeping the families of Professor Nichols and Ms. Mullins their thoughts and prayers.

1. Two meetings were held with police chiefs, assistant chiefs, and training officers from Plano, Frisco, Allen, and McKinney to discuss implementing improvements in planning for the new Public Safety Training Center. Dr. Jon Hardesty and Gary Hodge are working to schedule a planning meeting to ensure we are meeting the needs of our service agencies.

2. Collin College set an enrollment record for fall with 31,666 students in credit classes. This reflects an increase of 1,935 students, 6.5% more than fall 2016. The growth continues a trend for Collin College, which saw a 5.3 percent increase in spring 2017 enrollment and a 2.5 percent jump in summer 2017 students. First time freshman increased by 9.4 percent compared to last year and dual credit enrollment set a record high of 5,743 students this fall. Dr. Matkin said this could only be done with everyone "rowing in the same direction" and talked about the work of Student Services and others. He said Collin has 17 new certificates and degree programs and is becoming even more relevant. It takes an incredible amount of work from the board, administration, faculty, and staff to accomplish this. We have some good things happening at Collin College.

3. Texas A&M University-Commerce and Collin College have officially signed an articulation agreement to bring a Bachelor of Social Work program to the Preston Ridge Campus. The agreement is for a seamless 2+2 transfer of Collin College students to the program. The agreement expands A&M-Commerce's programming at PRC, which began offering junior and senior-level college courses in the spring of last year to prepare students for careers in marketing, business, environmental science, and agribusiness.

4. Collin College, along with the University of North Texas (UNT), has been named as one of four institutional pairs in the Seamless Transfer Pathways Design Challenge, a grant project sponsored by Education Design Lab and funded by the Michael and Susan Dell Foundation. At last month's meeting, Dr. Matkin mentioned that Collin and UNT were named as finalists for this grant that will explore best practices for ensuring students seeking a bachelor degree transition smoothly to a four-year institution. Thank you to Sr. Vice President Sherry Schumann and Vice President of Academic Services Dr. Dani Day and her staff for their work in developing this opportunity.

5. Executive Vice President Dr. Brenda Kihl has been asked to serve another term on the North Texas Workforce Development Board through a nomination from the Collin County Commissioners Court. Her new term on the board will run from October 2017 through September 2020.

6. Fire Science Director Pat McAuliff was a guest instructor at the 88th Annual Municipal Fire School hosted at Texas A&M Fire School. More than 1,600 volunteer firefighters from across Texas attend the school each year. While at the school, Director McAuliff discussed educational opportunities for the state's wildland firefighters with Chief Michael Geesling of the Texas Forest Service. Chief Geesling specifically sought out Collin College as a potential developer and provider of higher education for the agency's staff members. Dr. Matkin said that Collin is building a true state-of-the-art facility that will impact our communities for years to come.

7. Collin's former theatre students are continuing to make waves on and off-Broadway. Mallory Michaelann Brophy made her Broadway debut in CATS on October 27. Akron Watson, coming off a well-received run in "The Color Purple," will perform in a Broadway production of "The Play that Goes Wrong." Collin alumnus Michael Urie just had his run in Harvey Fierstein's "Torch Song" extended through December 3.

8. Collin College's nursing students have provided 12,249.25 community service hours in the last three semesters. We appreciate the nursing faculty and students for utilizing their expertise in helping others. Thank you to Executive Vice President Brenda Kihl, Vice President/Provost Jon Hardesty, Dean Donna Hatch, and the faculty and staff of our nursing program for giving so much.

The Board announced the following:

Trustee Moses said he attended the President's Circle Reception and Scholarship Awards Dinner last week. He said it was great to hear how caring and sensitive the Collin College faculty are from former student Madeline Keck. Mr. Moses thanked the faculty for what they do for Collin students.

Trustee Wurzman echoed Mr. Moses comments. She said she is hearing a lot from peers at the ACCT conference, and it has been enlightening to learn from other schools and for them to learn from Collin. She said Trustee Rodriguez, Dr. Jon Hardesty, and Raul Martinez "did us proud" in their presentation regarding the partnership between Collin and Plano ISD on the Health Sciences Academy. Ms. Wurzman said the trustees would come back from the conference with valuable insights.

Trustee Hardin said he was "really glad" the students were in attendance. He talked about the reception prior to the board meeting honoring legislators for their support during the last legislative session. Mr. Hardin congratulated the Professor and Associate Professor of the Year and the ROSE Award recipients. He talked about the great Scholarship Awards event and how that is his second favorite event at Collin College; graduation is his favorite event. He said he and Trustee Moses were fortunate to sit with a student who told a very moving story at the Scholarship Awards Dinner. He said the college is incredibly fortunate to be able to do what we can with student scholarships; he encouraged people to give what they could.

Trustee Orr echoed Mr. Hardin's comments about students being in attendance at the meeting. He said he enjoyed it when students come to the meetings, and he encouraged them to ask questions. Mr. Orr welcomed Mr. Lynn as Chief Financial Officer and said he was glad to see his smiling face back on the front row.

Trustee Menon echoed comments made by Mr. Hardin and Mr. Moses regarding the scholarship event. He thanked Lisa Vasquez and her team for coordinating the reception and dinner. Dr. Menon gave a shout out to Shirley Harmon, David Hoyt, and Tim Bowles and said it was great to be connected and be present remotely.

Trustee Donald said she was grateful to be at the ACCT conference and that it has been amazing to see the differences in Collin College and its peers. She said the trustees have heard stories of struggles at other schools; and recognize that we have so much at Collin. Dr. Donald said she enjoyed the scholarship event and was proud to meet her scholarship recipient. She congratulated the Professor and Associate Professor of the Year and the ROSE award recipients saying she is very proud of them. She acknowledged Diane Maxsom for her work in supporting Collin students.

Trustee Rodriguez congratulated Lisa Vasquez on a great job with the President's Circle Reception and Scholarship Award Dinner. He congratulated the professors and ROSE award winners. Mr. Rodriguez acknowledged Dr. Jon Hardesty and Raul Martinez saying it was great to work with them on the presentation at ACCT.

Chairman Collins thanked the students for coming to the meeting. He also thanked the IT staff for doing a great job on the technology, allowing four board members to videoconference into the meeting.

ADJOURNMENT

There being no further business, Chairman Collins adjourned the September 26, 2017, meeting of the Board of Trustees of Collin County Community College District at 8:33 p.m.