

**COLLIN COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Meeting Minutes
November 18, 2014**

The Collin County Community College District (“Collin College” or “District”) conducted a special called meeting of the Board of Trustees on November 18, 2014, in the Board Room 139, Collin Higher Education Center, with Chairman Mac Hendricks presiding. Trustees in attendance were Ms. Stacy Anne Arias, Dr. J. Robert Collins, Mr. Steve Cone, Mr. Andy Hardin, Ms. Jenny McCall, Mr. Adrian Rodriguez, Mr. Larry Wainwright, and Ms. Nancy Wurzman. Other attendees included Interim District President Colleen Smith, Collin College administrators, faculty, staff, and attorney Brandy Davis.

CALL TO ORDER

Chairman Hendricks called the November 18, 2014, meeting of the Board of Trustees of Collin County Community College District to order at 6:07 p.m. The Board met at the Collin Higher Education Center, 3452 Spur 399, McKinney, Texas 75069.

CERTIFICATION OF THE NOTICE OF THE NOVEMBER 18, 2014, MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

Ms. Harmon certified the notice of the November 18, 2014, Collin County Community College District Board of Trustees special called 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 OCTOBER 27, 2014, SPECIAL CALLED MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

On motion of Ms. Arias, seconded by Ms. McCall, the Board of Trustees of Collin County Community College District unanimously approved the minutes of its October 27, 2014, special called meeting.

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

On motion of Ms. Arias, seconded by Mr. Hardin, the Board of Trustees of Collin County Community College District unanimously approved the minutes of its October 28, 2014, regular meeting.

APPROVAL OF THE MINUTES OF THE OCTOBER 29, 2014, SPECIAL CALLED MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

On motion of Ms. Arias, seconded by Mr. Rodriguez, the Board of Trustees of Collin County Community College District unanimously approved the minutes of its October 29, 2014, special called meeting.

PUBLIC COMMENTS

No public comments were presented.

AGENDA ITEMS

2014-11-1-1 First Reading of Board Policy BD (Local): Board Meetings

BE IT RESOLVED, that the following local policies be offered for a first reading as required by board policy: BD (Local): Board Meetings.

Chair of the Organization, Education and Policy Committee Larry Wainwright said the committee had discussed changes to policy BD (local) at its meeting earlier in the day. Committee member Wurzman proposed that the word "majority" be change to state five (5) members so that even when there is an empty seat, there would be no confusion as to the number of board meetings constituting a majority. Mr. Wainwright said his concern was that the word "majority" is currently used throughout all policies. Chairman Hendricks said if you change the wording to "by majority vote of all members" as proposed, then a simple majority could not change the rules. Dr. Collins said a policy could be written to define a majority when there are vacant seats on the board. Ms. Wurzman suggested that the policy could be changed to show the majority consists of five (5) board members because of the policy's importance. She said that policies where the defining of a majority was of less importance could continue to reflect the word "majority." Chairman Hendricks suggested that, since this was a first reading, it be presented to legal counsel for more input prior to coming back to the board for approval.

2014-11-1-2 Approval of Policy BFA (Local): District President: Qualifications and Duties

WHEREAS, Board Policy BE (Local), Adoption, provides for emergency adoption of a policy in one meeting if special circumstances demand an immediate response, AND

WHEREAS, a special circumstance exists in that the Board is undergoing a search for a new District President, NOW THEREFORE

BE IT RESOLVED, that the Board of Trustees of Collin County Community College District approves policy BFA (local): District President: Qualifications and Duties.

Chairman Hendricks said the qualifications for the district president have been published and that the recommended policy revisions reflect those requirements. He said that Policy BE (local) allowed for emergency approval since a special circumstance exists in that the Board is undergoing a search for a new district president.

Mr. Hardin asked if a great candidate was found that did not meet the requirements, did it mean that the board could not consider that candidate. Chairman Hendricks answered yes, that would be true under the policy. Trustee Hardin pointed out that only two of the qualifications used the word “prefer.”

Dr. Collins clarified the statement regarding “five (5) years experience” noting that the qualifications do not say five years of reporting to a Board of Trustees as CEO, but rather “five (5) years executive level administrative experience, with experience reporting to a Board of Trustees as CEO.”

Ms. Wurzman said there should be broad categories in the policy because if you start narrowing it down, how would the board justify not hiring a person who meet those minimum requirements. She asked if it would mean it is illegal if the board wants to consider qualifications of a candidate that are not in policy. She posed the question of whether the board would be in violation of something or if the college be liable.

Chairman Hendricks asked Vice President of Organizational and Systems Effectiveness Kim Davison to explain the reasoning for the proposed policy changes. She said the job qualifications were posted based on information from trustees and the minimum requirements were posted in several publications. The college will be holding to the requirements that were posted and the fact that the job description does not match is problematic. Ms. Davison said the board currently has a policy that does match the same requirements. Dr. Collins commented, “there is matching, then there is matching.” He said the policy can be written to be broad enough. He said his opinion is that specificity in policy hinders the board.

Ms. Davison replied that the job would need to be reopened if the posted criteria are not used. She said that an offer never has to be extended even if you have someone who meets the requirements.

Dr. Collins commented that this is a typical Human Resources move to tie everything down and that is a problem for him. The approved questions asked to candidates then become the only questions that can be asked. He said he did not feel the board could do that if it is operating in the best interest of the college.

Ms. Wurzman commented that she would have said it differently. She asked if it is a legal issue at this point; does the board have a legal responsibility for the requirements to match policy.

Ms. Arias asked when the board needs to make a decision since the qualifications are already published. Attorney Brandy Davis responded that she was there to help the board with this discussion and that it could take place in executive session.

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION

Chairman Hendricks recessed the meeting to closed session at 6:36 p.m. in Room 135, Board Conference Room, as authorized by Article 551.001, Texas Government Code, Sections 551.071 Consultations with Attorney for Collin College on a matter under which

the duty of the attorney to the governmental body clearly conflicts with this chapter regarding legal issues in hiring the next District President of the College, legal issues regarding the agreement with Dr. Colleen Smith, and legal issues regarding the contract of employment with Dr. Cary Israel, and Section 551.074 Deliberation the interview and appointment processes and the required competencies and duties of the new District President of Collin College.

RECONVENE IN OPEN SESSION

Chairman Hendricks reconvened the meeting at 10:22 p.m. in Boardroom 139.

2014-11-1-2 Approval of Policy BFA (Local): District President: Qualifications and Duties (continued)

On motion of Dr. Collins, second of Mr. Wainwright, the Board of Trustees of Collin County Community College District unanimously agreed to postpone action on this item until its next regularly scheduled meeting.

2014-11-1-3 Approval of the Agreement of Appointment as Interim District President with Colleen A. Smith

BE IT RESOLVED, that the Board of Trustees of Collin County Community College District approves the Agreement of Appointment as Interim District President with Colleen A. Smith.

On motion of Ms. McCall, second of Mr. Rodriguez, the Board of Trustees of Collin County Community College District unanimously approved the Agreement of Appointment as Interim District President with Colleen A. Smith.

2014-11-1-4 Approval of the Contract of Employment with Cary A. Israel

BE IT RESOLVED, that the Board of Trustees of Collin County Community College District approves the Contract of Employment with Cary A. Israel.

On motion of Ms. Arias, seconded by Mr. Rodriguez, the Board of Trustees of Collin County Community College District unanimously approved the Contract of Employment with Cary A. Israel.

2014-11-1-5 Discussion of the Search Process for District President

BE IT RESOLVED, that the Board of Trustees of Collin County Community College District holds a discussion on the search process for a new District President.

Chairman Hendricks said the board had been discussing the search process for the District President for the past 3.5 hours in executive session. He said it is an evolving process that will continue over the next several weeks. The board will hold special called meetings. December 15 is the cut-off date for taking applications and the board is trying to accomplish all it can up to that point because then it will be reviewing the applications.

No action was required and none taken on this discussion item.

ANNOUNCEMENTS/ADJOURNMENT

Chairman Hendricks welcomed Place 7 Trustee Steve Cone to his first official meeting.

Trustee Arias thanked those in attendance for their patience.

Trustee Cone thanked the board for appointing him to serve as Place 7 Trustee.

Trustee McCall welcomed Steve Cone to the board and thanked the staff for all their help.

Chairman Hendricks welcomed Dr. Colleen Smith to the meeting and said she will be sitting in the chair next to him during her interim presidency.

Interim District President Smith thanked the board and said she would work hard to take its vision forward. She said she had met with her colleagues on the Leadership Team this week and it is a very collaborative and supportive group. Dr. Smith said she knows everyone will work hard to make this time of transition a strong time for the board. She said everyone is working as a team and thanked the board for their faith in them.

There being no further business, Chairman Hendricks adjourned the November 18, 2014, special called meeting of the Collin County Community College District Board of Trustees at 10:29 p.m.