

COLLIN COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Meeting Minutes
September 25, 2018

The Collin County Community College District (“Collin College,” “Collin,” or “District”) conducted a Work Session and its Regular Monthly Board of Trustees meeting on September 25, 2018, at the Collin Higher Education Center, with Chairman J. Robert Collins presiding. Trustees in attendance were Dr. Collins, Dr. Stacey Donald, Mr. Andy Hardin, Mr. Mac Hendricks, Mr. Steve Matthews, Dr. Raj Menon, Mr. Fred Moses, Mr. Jim Orr, and Mr. Adrian Rodriguez. Other attendees included District President Neil Matkin and Collin College administrators.

CALL TO ORDER

Chairman Collins called the September 25, 2018, Work Session of the Board of Trustees of Collin County Community College District to order at 5:30 p.m. The Board met in the Board Conference Room 135 at the Collin Higher Education Center, 3452 Spur 399, McKinney, Texas 75069.

DISCUSSION ITEMS

Discussion items included the following:

1. ZogoTech Dashboard Presentation
2. Texas School Safety Center Junior College Audit Report
3. Audits of Construction Pay Applications

No formal action was taken.

There being no further discussion, the Work Session adjourned at 6:42 p.m.

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION

The Board of Trustees did not hold an executive session pursuant to the Texas Government Code 551.001.

REGULAR MONTHLY MEETING CALL TO ORDER

Chairman Collins convened the regular monthly meeting of the Board of Trustees of Collin County Community College District at 7:07 p.m. in Boardroom 139 and welcomed those in attendance. Trustees in attendance were Dr. Collins, Dr. Stacey Donald, Mr. Andy Hardin, Mr. Mac Hendricks, Mr. Steve Matthews, Dr. Raj Menon, Mr. Fred Moses, Mr. Jim Orr, and Mr. Adrian Rodriguez. Other attendees included District President Neil Matkin, Collin College administrators, faculty, students, staff, vendors, and community members.

Chairman Collins called on Carol Harber, Executive Assistant to the Sr. Vice President of Organizational Effectiveness, to certify posting of the notice of the meeting.

CERTIFICATION OF THE NOTICE OF THE SEPTEMBER 25, 2018, MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

Ms. Harber certified the notice of the September 25, 2018, Collin County Community College District Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

PLEDGES OF ALLEGIANCE

Mr. Hardin led the pledge of allegiance to the American flag, and Mr. Moses led the pledge to the Texas flag.

APPROVAL OF THE MINUTES OF THE AUGUST 28, 2018, REGULAR CALLED MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

On motion of Mr. Moses, second of Dr. Menon, the Board of Trustees of Collin County Community College District unanimously approved the minutes of its August 28, 2018, regular meeting.

RECOGNITION OF SPECIAL GUESTS

Chairman Collins recognized the professors and students from the Leadership Development Institute including students from the following: Dr. Nicole Grose's Human Anatomy & Physiology class, Dr. Jessica Hargis' Texas Government class, Professor Michael Rose's Psychology class, and Professor Judi Wohead's Introduction to Speech Communication class.

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 the 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 Bill Ardis saying he is a dedicated and committed professor who always has made himself available to students since starting at Collin College in 1986. Professor Ardis actively searches for innovative ways to challenge students. He is respected by his students and has the utmost respect for each of them. Professor Ardis maintains a highly engaging classroom environment, encouraging students to overcome their fear of math and ultimately succeed. He exudes positivity and makes the class atmosphere inviting and comfortable, allowing students to feel at ease asking questions. He has a high commitment to his students and Collin College's Core Values. Professor Ardis goes above and beyond to ensure that his

students excel; his students take multiple classes from him due to his outstanding character and tutelage.

Comments from his students include:

- *Professor Ardis is, by far, the best professor I have ever had in any subject at Collin College.*
- *He's the Jimmy Page of Math Professors.*
- *Will stop and explain, no questions asked – loves students questioning and wanting to learn.*
- *Bill Ardis is the definition of a math professor. He is the best at his craft. It was an honor to be in his class!*

President Matkin announced Professor Eilene Carver as Collin College's Outstanding Associate Professor of the Year. He said Professor Carver is a caring and talented artist whose warm personality connects with students. She maintains a positive classroom environment that supports all learners. Professor Carver challenges her students to step out of their comfort zones and realize their full potential. She gives students individualized instruction based on their skill levels. Her teaching style promotes open artistic expression that allows students to grow as artists. Professor Carver goes above and beyond by looking for opportunities to showcase her students' work.

Comments from her students include:

- *Her caring personality makes learning fun and easy – I have been able to become a drastically different artist for the better.*
- *Professor Carver is amazing! I've never taken an art course where I felt so accomplished. Thank you!*
- *Favorite class hands down. It made me want to enjoy art again.*

President Matkin said that in the 1980s, a group of citizens wearing yellow silk roses on their lapels walked house to house to obtain signatures on petitions for the formation of the college. 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 2018 ROSE Award for full-time staff is Nichole Boone. Nichole Boone joined Collin in 2007 as a Reference Librarian. Always seeking new and innovative ways to deliver library instruction to students, Nichole coordinates the library instruction program for the SCC Library. She submitted an Innovation Challenge Grant proposal and received funding for Makerspaces in the Collin Libraries. As manager of the SCC Makerspace, Nichole works with faculty to integrate makerspace projects into their courses. She recently presented at a national conference to a standing-room-only audience. Ms. Boone is an excellent librarian and a true asset for Collin.

The recipient of the 2018 ROSE Award for part-time staff is Jillian (Jill) Cyr. Ms. Cyr has been a part-time tutor in the McKinney Math Lab since August 2012. In March of 2016, she accepted the position of Lead Math Lab tutor. Jill is a former student of Collin College

who decided to pursue her bachelor's degree in mathematics after taking a math class at Collin. After earning her degree, she returned to Collin College to help students with their math courses just as she was helped during her time at Collin.

Jill is a great advocate for the Math Lab and is always willing to assist students with completing their outside assignments. She also attends math classes to inform students of the services our math labs offer. She goes above and beyond to let anyone know of the resources available for students at Collin. She constantly puts students first whether it is working with them one on one in the math lab, presenting one of the many workshops on campus, or looking for new innovative ways to provide tutoring. Jillian Cyr is definitely an employee that demonstrates Collin College's Core Values each day.

Each recipient came forward and had a group photo taken with the Board of Trustees.

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

President Matkin announced that Professor of Government Dr. David Garrison retired August 31 after serving the Collin College community dutifully for more than thirty years. He had a passion for Government, with a specific interest in the media's relationship with government and politics. Professor Garrison started each class with a discussion of current events, as he believed this was an important part of civic engagement. His students enjoyed his enthusiasm for the subject, his humor, and his expertise in the field.

Dr. Garrison served the College through the years on division and college committees including Faculty Council and numerous faculty search committees. He worked to bring in speakers for the Distinguished Speaker series. He chaired the Constitution Day Committee for many years and was instrumental in ensuring quality Constitution Day programs annually. Professor Garrison also served as Lead Faculty for Civic Collin, a College initiative providing information about history, current events, and civic engagement to the college community on a regular basis.

President Matkin thanked Dr. Garrison for his service and wished him all the best in his retirement.

3. Presentation of New Collin College Find Your Future Commercials and Weekend College Promotional Video

Tom Delamater, Chief Public Relations Officer, presented a promotional video for Weekend College. Since the video is owned media, it will be housed on YouTube and pushed to Collin College social media channels. Mr. Delamater presented two cinema advertising videos that are part of Collin College's *Find your Future* campaign. These videos will be shown at cinemas around the Collin County area. There will be a new video released in December with two more videos scheduled for 2019. Mr. Delamater took time to acknowledge Collin College Video Producer Vernon Hadnot. He thanked him for the excellent work in producong both internal and external productions.

4. Update on Wylie and Technical Campus Drawings

Ken Lynn, Chief Financial Officer, stated that the teams have been very busy and that he is proud of the way they all have worked together to produce world-class products. He shared that they are finished with the grade and elevations at the Technical Campus site and said the foundation piers should be drilled next week.

Annelie Persson Call, Associate Principal with Page Southerland Page Inc. gave an overview of the Wylie Campus vision that has been in process over the last year. She said the campus is designed with Texas regional elements and with the thought of bringing light into the buildings. The buildings are of similar sizes but very different accent materials.

Tyler Murph, Senior Project Designer with Perkins+Will gave an overview of the schematic design under development for the Technical Campus. He discussed the building specifications, building materials, visibility along Highway 121, green spaces, interconnectivity between trades, and more. In answer to Trustee Menon's question, Mr. Murph said that security was always considered in the planning of the design, from the bus stops with no line of sight to the high-level cameras. Dr. Menon asked if the wayfinding pieces on the bond package were incorporated in this design or any new buildings coming up. Dr. Matkin replied the wayfinding meetings kicked off last week. The pieces for the new construction will be included, and the retrofit pieces for all facilities will come later.

2018-9-1 Personnel Report for September 2018

The Personnel Report for September 25, 2018, included two faculty appointments, two staff appointments, two promotions/changes, and five resignations/terminations.

On motion of Mr. Moses second of Mr. Rodriguez, the Board of Trustees of Collin County Community College District unanimously approved Items 1a through 1d of the Personnel Report for September 25, 2018, as presented.

2018-9-1a 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>
April Adams	Professor, Health Information Management (Temporary)	08/24/18	Health Sciences	Replacement Keeley Bowman
Josh Sorenson	Professor, Nursing (Temporary)	09/13/18	Nursing	Replacement Josephine LoCoco

2018-9-1b 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>
Calee Follins	College and Career Counselor	09/17/18	Dual Credit	Replacement Meagan Shutt
Marisela Lopez	Administrative Assistant	09/04/18	Academic Services	Replacement Susan Castleman

2018-9-1c 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>
Bonni Capobianco	N: Director, Library Technical Services O: Supervisor, Circulation	09/01/18	Library	Promotion
Josephine LoCoco	N: Director, Nursing (Temporary) O: Professor, Nursing	09/04/18	Nursing	Promotion (Temporary) (Replacement)

2018-9-1d Approval of Resignations/Terminations

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

<u>EMPLOYEE</u>	<u>LAST DAY</u>	<u>SERVICE</u>	<u>TITLE</u>	<u>DEPARTMENT</u>
David Garrison	08/31/18	32	Professor Government	Academic Affairs
Patricia Gregory	09/06/18	5	Director of Development	Foundation
Andrew Marcontell	08/10/18	5	Director of Academic Technology and Network Services	Academic Technology and Network Services
Joseph Moorehead	09/04/18	1	Assistant Manager Payroll	Payroll
Tara D. Thompson	09/11/18	3	Advisor	Academic Advising

2018-9-2 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 11 local board policies. Chairman Hendricks reminded the Board that these policies were only on first reading and that the Committee will reconvene before the policies are presented for second reading/approval. He invited all Trustees to attend.

BFA Chief Executive Officer – Qualifications and Duties
CDDA Payroll Procedures – Salary Deductions
CHA Site Management – Security
CHF Site Management – Weapons
CIB Equipment and Supplies Management – Disposal of Property
DD Personnel Positions
DIAA Freedom from Discrimination, Harassment, and Retaliation – Sex and Sexual Violence
DN Personnel Positions (*delete*)
ECC Instructional Arrangements – Course Load and Schedules
FFDA Freedom from Discrimination, Harassment, and Retaliation – Sex and Sexual Violence
FK Student Activities

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.

- BFA Chief Executive Officer – Qualifications and Duties - Revisions to this policy are recommended to clarify the chief executive officer's ability to delegate his or her responsibilities to other employees to the extent permitted by law.
- CDDA Payroll Procedures – Salary Deductions - Recommended revisions to this policy are to clarify that salary deductions may be a result of any applicable law or salary reduction agreements.
- CHA Site Management - Security – Proposed revisions to include the School Marshal Program
- CHF Site Management - Weapons – The proposed recommendation would add School Marshals licensed by the State of Texas and appointed by the Collin College Board of Trustees to the list of exempted persons.
- CIB Equipment and Supplies Management – Disposal of Property - Recommended revisions by TASB flexibility regarding the disposal of unnecessary college district property. Other revisions include identifying a specific individual who is authorized to dispose of abandoned or unclaimed property.
- DD Personnel Positions - Recommended revisions by TASB to include language deleted from DD(Local).
- DIAA Freedom from Discrimination, Harassment, and Retaliation – Sex and Sexual Violence – Recommended revisions to this local policy address the HB 968 requirement to provide the option for electronic reporting of sexual harassment or assault, dating violence, or stalking. Other revisions are to clarify referring allegations of prohibited conduct to other policies and appeal processes when applicable.
- DN Personnel Positions (*delete*) - This local policy addressing personnel positions is recommended for deletion. DN is no longer an active code.
- ECC Instructional Arrangements – Course Load and Schedules - Recommended revisions are to clarify the exception for reenrolled students from the limitation on the number of dropped courses.

- FFDA Freedom from Discrimination, Harassment, and Retaliation – Sex and Sexual Violence - Recommended revisions to this local policy address the HB 968 requirement to provide the option for electronic reporting of sexual harassment or assault, dating violence, or stalking. Examples of corrective action, including the ability for either party to drop a course without penalty, have been added. In addition, revisions to reflect the September 2017 guidance from the Office for Civil Rights include:
 - The addition of informal and formal resolution options at Investigation of the Report, which now includes mediation.
 - Provisions addressing the ability for the parties to respond to the report at the conclusion of the investigation.
 - Clarification regarding the evidentiary standard used to assess each allegation of misconduct at College District Action. The college district should select the evidentiary standard that is consistent with that applied to other student misconduct cases.
 - Other revisions are to clarify referring allegations of prohibited conduct to other policies and appeal processes when applicable.
- FK Student Activities - Recommended revisions to this policy are a result of the 2018 edition of the Principles of Accreditation: Foundation for Quality Enhancement published by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

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

2018-9-3 Authorization for the District President to Execute an Interlocal Agreement with Texas Woman’s University to Utilize Science Labs at the McKinney Campus

Discussion: Texas Woman’s University offers a Bachelor’s of Science in nutrition at the Collin Higher Education Center in support of the local food science industry. Courses within the degree require the use of science labs. TWU requests use of science laboratory space at the McKinney Campus at times when not in use by Collin College for a fee. TWU will utilize the laboratory within the parameters defined by Collin College and provide all consumable supplies for TWU students.

Dr. Collins asked for clarification that the labs to be utilized were the Chemistry and Biology labs and that they were proposed for use only on nights and weekends. Executive Vice President Brenda Kihl confirmed. Dr. Menon inquired if the Bachelor’s of Science in Nutrition was a new program. Dr. Kihl acknowledged that it was indeed a slightly new program.

On motion of Mr. Moses, second of Dr. Menon, the Board of Trustees of Collin County Community College District unanimously approved the motion that the Board of Trustees of Collin County Community College District authorizes the President to execute an interlocal agreement with Texas Woman’s University to utilize campus science laboratories.

2018-9-4 Approval of Course and Exam Fees Effective Spring 2019

Discussion: Lab fees are proposed for courses in the new Surgical Assist and Diagnostic Medical Sonography programs. The proposed lab fees will be effective Spring 2019 to offset the cost of consumable materials and supplies that students will utilize in the indicated courses. The Psychological Service Bureau Allied Health exam is used as the entrance exam for Dental Hygiene, Diagnostic Medical Sonography, Paramedic, Polysomnography, Respiratory Care, and Surgical Technology. To better serve students, Collin College will move to an online proctored exam in Spring 2019. A PSB exam fee of \$45 is recommended to offset the cost of exam fees and administration of the proctored exam. President Matkin informed the Board of Trustees that Collin College works hard to keep fees down, as we do with our tuition. These fees are to cover costs associated with supplies or consumables, or extra tests that are required for admission to a program. In no case do we collect more than we need. Mr. Orr asked why all the proposed fees were the same at \$24.00. Dr. Kihl noted that that amount was from the state statute that has a maximum fee per credit hour.

On motion of Dr. Menon, second of Mr. Matthews, the Board of Trustees of Collin County Community College District unanimously approved the motion that the Board of Trustees of Collin County Community College District approve new course lab fees and the PSB exam fee as presented effective Spring 2019.

2018-9-5 Approval of the Authorization to Establish and Adjust Course Pass-Through Fees

Discussion: Credit and continuing education course fees have been established to pass the cost of an external fee, such as a testing fee, on to the student. In such cases, the student is the direct beneficiary of the external fee. To assess an accurate fee, it is necessary to make modifications to the course pass-through fee when the external fee increases or decreases. Mr. Moses asked if the tests were administered by a third party company. Dr. Kihl responded that they were usually publishers. Dr. Menon inquired if this language is in current policy, and if not, should it be added so that we can have a policy where we authorize the adjustments generically. Dr. Matkin replied that the policies would be reviewed to find that information.

On motion of Mr. Moses, second of Mr. Rodriguez, the Board of Trustees of Collin County Community College District unanimously approved the motion that the Board of Trustees of Collin County Community College District authorizes the District President or designee to establish and adjust course pass-through fees equal to the actual cost to the student.

2018-9-6 Approval of Course Fee Ranges for Continuing Education with Authorization for Market and Demand Adjustments

Discussion: Ranges for per contact hour fees are being proposed for a broad range of continuing education courses. The proposed fees are based on costs of funding operations and are consistent with training in the North Texas market. Due to market changes and varied demands for training, the fees and courses may need to be adjusted to meet workforce, contract, and enrollment demands. Students enrolled in linked courses (continuing education classes held in conjunction with credit classes) will be assessed tuition and fees at the in-district credit tuition and fee rate.

Dr. Menon inquired why it should be always be charged in-district, even if the student is not in-district. Dr. Schumann replied that at this point all continuing education students are charged in-district tuition across the board. Dr. Matkin added that continuing education contains contract training opportunities, and we need the flexibility to make those adjustments for that contract training to reflect market costs. Dr. Matkin stated that these are non-credit classes, similar to an audit. These classes are non-transferable, so there is a difference in the value they are walking away with. In response to Mr. Moses' question, Dr. Matkin stated that our continuing education fees are market based.

On motion of Dr. Menon, second of Mr. Rodriguez, the Board of Trustees of Collin County Community College District unanimously approved the motion that the Board of Trustees of Collin County Community College District approves the course fee ranges for Continuing Education and authorized the President or designee to adjust course fees as necessary to meet market and workforce demands.

2018-9-7 Approval of an Amendment to the FY19 Budget for Changes in Budgeted Restricted Revenues and Expenses for Grants for the Period beginning September 2018

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 2018. In response to Mr. Moses' questions, Dr. Matkin responded that we can only expend according to the conditions of the grant or award as it comes in.

On motion of Mr. Moses, second of Mr. Matthews, the Board of Trustees of Collin County Community College District unanimously approved the Amendment to the FY19 Budget for changes in budgeted revenues and expenses for the Texas Educational Opportunity Grant in the amount of \$7,785.00.

2018-9-8 Approval of Private Offer to Purchase Struck Off Property

Discussion: A private offer of \$5,500.00 was made on one struck off property in Collin County located at 311 Wolfe Street, McKinney, TX.

On motion of Mr. Matthews, second of Mr. Orr, the Board of Trustees of Collin County Community College District unanimously approved the private offer to purchase the struck off property located at 311 Wolfe Street, McKinney, TX as presented.

2018-9-9 Approval of Bid Report for September 2018

Discussion: The Bid Report for September 2018 included two new solicitations.

Mr. Lynn discussed that Purchase Request #1 was possible due to Texas Education Code 44.031, Texas Government Code 791.011, and Board Policy CF (Local). The request is for approval to purchase law enforcement uniforms and supplies from Galls, LLC for the District Police Department and the Law Enforcement Academy.

Mr. Lynn discussed services available from the Certified Public Accounting firm of Matson, Driscoll and Damico to perform construction audits on monthly pay applications submitted by the construction managers at risk for payments of costs and fees related to the 2017 Capital Improvement Program. Mr. Lynn stated that Matson, Driscoll and Damico are considered experts in forensic auditing and would provide a valuable service to Collin College. In answer to Mr. Orr's question, Mr. Lynn said the college did not have the staff to complete this process internally due to the sheer volume of work. Mr. Moses inquired if these funds could be used from the earned interest from the Capital Improvement funds. Mr. Lynn stated that that college has accrued interest on the bond monies unspent to date, but that they could not be used for this request as Capital Improvements are restricted in their use and not available for this payment. Dr. Menon inquired if the premium on the bonds could be used. Mr. Lynn stated that we have contingencies in the bond fund to which these monies could be used. In response to Dr. Menon's question, Mr. Lynn replied that the pay applications are construction costs for all the buildings. The pay applications that the firm would be protecting would be around \$500,000,000.00 in expenditures. Architect costs are not included in that number and are considered soft costs.

On motion of Mr. Rodriguez, second of Mr. Matthews, the Board of Trustees of Collin County Community College District unanimously approved the Bid Report for September 2018 as presented.

I. NEW SOLICITATIONS

Purchase Request #1		
Purchase of Law Enforcement Uniforms	\$	95,000.00
Purchase Request #2		
Purchase of Professional Services for Construction Auditing	\$	350,000.00
TOTAL OF NEW SOLICITATIONS	\$	445,000.00
GRAND TOTAL	\$	445,000.00

INFORMATION REPORTS

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

2017 Capital Improvement Program for Period ending 8/31/18
 AECOM Monthly Report for August 2018

Dr. Matkin noted that this is the month when financial staff are in the process of preparing year-end reports and that some of the fiscal reports were not available for presentation. They will be presented at the October meeting.

DISTRICT PRESIDENT'S ANNOUNCEMENTS:

1. The Collin College Law Enforcement Academy had an on-site evaluation from TCOLE. The Law Enforcement Academy was found to have no deficiencies and is 100% compliant. In fact, they were asked to email one of the forms that they have implemented internally to TCOLE for review for them to possibly put on their web page as "best practices." Dr. Matkin congratulated everyone on a great job.

2. Congratulations to Collin College Law Enforcement Academy Director Scott Donaldson who has been appointed to the Collin County Sheriff's Office Advisory Board.

3. Collin College's Heating, Ventilation, and Air Conditioning program is humming along with all 11 level 1 certificate completers from its first two cohorts employed in the HVAC field. The third cohort of HVAC students already has six of its 13 members employed in the field. Professor Brian Sanders said there is a waiting list of 16 students for the spring and hundreds of area job openings in the field are waiting to be filled. Thank you to Executive Vice President Brenda Kihl, VP/Provost Donald Weasenforth, VP/Provost Abe Johnson, Dean Karen Musa, Dean Jim Barko, Associate Dean Michael Coffman, Professor Sanders, and career coaches Jana Nixon and Kate Smith for their contributions in making this program a success.

4. Professor Kimberly O'Neil was recently featured in Plano Magazine's "Girl Boss 2018: Nine Women Changing Plano" edition, August 29. O'Neil's non-profit incubator program, Cause Studio, was highlighted for its three-year process to strengthen non-profits. The program is very selective, but it also provides free or low-cost training to community members. Now a full-time professor, O'Neil was Collin College's Associate Faculty of the Year last year. She also was recently reappointed to the City of Plano Community Relations Commission and will continue to serve as its vice-chair. Congratulations to Professor O'Neil.

5. Texas State Representative Matt Shaheen (R-Plano) recently visited the Public Safety Training Center to observe new legislatively-mandated Crisis Intervention Training required by House Bill 1849 (Sandra Bland Act). Collin College is one of the few training centers in the state offering the 40-hour training course. Training personnel utilize the new reality-based training center to assess the application of classroom lecture by having participants respond to 12 real-world scenarios.

6. Two nursing faculty members defended their doctoral dissertations in August. Professor Jeni Long completed her Doctor of Nursing Practice (DNP) degree from Grand Canyon University with a dissertation titled, "Using Financial Education to Reduce Heart Failure Readmissions." Professor Patricia Rogers completed her Doctor of Nursing Practice degree from Grand Canyon University in August with a dissertation titled, "The Practice Improvement Project: The Risk for Adult Hospital-Acquired Pressure Injury." Congratulations to our newly minted Doctor of Nursing Practice recipients.

7. Collin College will host the sixth annual North Texas Information Systems Security Association Cyber Security Conference, Friday, October 5 from 9 a.m. to 5 p.m. in the Plano Campus Living Legends Conference Center. The conference will benefit Collin College scholarships and will feature speakers, professional tips and opportunities from recruiters, hands-on training and networking opportunities for the 500+ attendees. Those interested should register at NTXISSA.org.

8. The Collin College Foundation hosted the annual Scholarship Reception, September 13 at the Plano Event Center with a packed house of more than 800 donors, VIP guests and students. The highlight of the evening was a moving address from Tiffany Page Carter,

one of two winners of the Lebrecht-Hites Transfer Scholarship. Carter's remarks were broadcast on Facebook Live with rave reviews. Just prior to the scholarship reception, the foundation honored 11 donors who had either qualified for the "President's Circle" or upgraded to a new patron level. The President's Circle is the Foundation's highest level giving society for donors with lifetime giving ranging from \$20,000 to more than \$1 million. Thank you to Vice President of Advancement Lisa Vasquez, Special Projects Coordinator Kim Dalfonso, and Advancement Services Coordinator Darlene Weingart for organizing these exceptional events.

9. Dr. Matkin thanked Roxanne Jones and Carol Harber for stepping in to help with the Board of Trustees for the month of September. A new Executive Assistant to the District President/Secretary to the Board of Trustees, Kristy Horkman, has been hired and will be properly introduced at the October Board meeting.

The Board announced the following:

Trustee Moses said he attended the President's Circle Reception and Scholarship Awards Dinner last week with his children where he met with the scholarship recipients. He commented on what a special event it was.

Trustee Hardin welcomed back the students and was very glad that they attended tonight's meeting. He congratulated the evening's award winners. Mr. Hardin echoed Trustee Moses' comments about the Scholarship Awards Dinner.

Trustee Rodriguez invited everyone to the 25th annual Collin County LULAC Scholarship and Awards Banquet to be held at the Plano Campus on Thursday, October 25, 2018. He stated that to date they have awarded over \$300,000 in scholarships. Trustee Rodriguez said he has tickets for the event, if anyone would like to purchase them. He also reminded everyone to register to vote.

Trustee Donald welcomed the students who attended tonight's meeting and said she was very glad to see them. She announced that today was National Voter Registration day. Dr. Donald stated that October 10 was the last day to register. She congratulated the Professor and Associate Professor of the Year and the ROSE award recipients saying she is very proud of them. She hoped everyone would read the Girl Boss article about Professor O'Neil.

Trustee Menon congratulated the Professor and Associate Professor of the Year and the ROSE award recipients. He thanked Lisa Vasquez and her team for coordinating the scholarship reception and dinner. He stated that it gets better and better every year, and it is such a heartwarming event.

Trustee Orr commented that it was great to see the students in attendance at the meeting. He encouraged them to reach out to any of the Trustees if they had questions about local government or how the Board works.

Chairman Collins shared a thank you note from Professor Peggy Brown for the approval of the pay increase recently implemented. He thanked the students for coming to the meeting and expressed appreciation to professors for bringing their students to the meeting.

ADJOURNMENT

There being no further business, Chairman Collins adjourned the September 25, 2018, meeting of the Board of Trustees of Collin County Community College District at 8:34 p.m.