

Collin County Community College District Board of Trustees

2017-12-4

December 12, 2017

Resource: Kim Davison

Sr. Vice President of Organizational Effectiveness

AGENDA ITEM:

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

- CHA: Site Management - Security
- CHC: Site Management – Traffic Controls
- DEC: Compensation and Benefits – Leaves and Absences
- DED: Compensation and Benefits – Holidays
- DGBA: Personnel-Management Relations – Employee Grievances
- GB: Public Complaints and Hearings

DISCUSSION:

The Organization, Education, and Policy Committee met in November 2017 to review these policies. The Committee Chair will report out its recommendation at the December 12 regular meeting of the Board of Trustees.

PROPOSED CHANGES:

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 being presented for your approval.

- **CHA-Site Management – Security:** This proposed update is a significant re-write of CHA(Local). This adds clarifying language throughout the policy about the responsibilities and authorities of Collin College police officers.
- **CHC-Site Management – Traffic Controls:** *(new policy)* This is also a new proposed policy that addresses traffic controls on campuses and includes adoption of the Texas Transportation Code and the Texas Manual on Uniform Traffic Control Devices.
- **DEC-Compensation and Benefits – Leaves and Absences:** *(rewrite)* DEC(Local) is a significant re-write of the college's policy regarding leaves of absence, such as vacation, sick leave and personal leave. The proposed changes provide clarification of terms, improved formatting and language throughout the policies. There are no proposed changes in the actual leave benefits.

- **DED-Compensation and Benefits - Holidays:** TASB is recommending that we move language regarding vacation leave from DED(Local) to DEC(Local).
- **DGBA: Personnel-Management Relations – Employee Grievances:** Proposed edits to this policy improve consistency in the timelines for various stages of the complaint process and add clarification for different types of complaints.
- **GB: Public Complaints and Hearings:** Edits proposed provide definitions and consistency within the complaint processing timeline.

**DISTRICT PRESIDENT’S
RECOMMENDATION:**

The District President recommends approval of the six (6) Local Board Policies outlined above.

SUGGESTED MOTION:

“Mr. Chairman, I make the motion that the Board of Trustees approves Local Board Policies as presented.” (If a recommendation comes out of committee, it will come as a motion and second.)