

Collin County Community College District Board of Trustees

1. Organization, Education, and Policy Committee

February 22, 2022

Resource: Kim Davison
Chief of Staff

DISCUSSION ITEM:

First Reading of Local Board Policies

- **BBD (Local)** Board Members – Orientation and Training
- **CIA (Local)** Equipment and Supplies Management – Records Management
- **CR (Local)** Technology Resources
- **DK (Local)** Professional Development (ADD)
- **DM (Local)** Termination of Employment

DISCUSSION:

As a part of the College's comprehensive review of all policies and with updates and recommendations from the Texas Association of School Boards' Legal and Policy Service, the local policies outlined below are being presented for your review as a first reading.

- **BBD (Local) Board Members – Orientation and Training** – Recommended revisions to this policy address cybersecurity training program requirements for Board Members and the requirement for periodic review by the District President of the College District's compliance with the cybersecurity training program requirements.
- **CIA (Local) Equipment and Supplies Management – Records Management** – Updates titles of those who serve and perform the duties of the College District's records management officer for reporting to the Texas State Library and Archives Commission (TSLAC).
- **CR (Local) Technology Resources** – Updates to reflect the name of our current Chief Information Officer.
- **DK (Local) Professional Development (ADD)** – This is a new policy that establishes a cybersecurity training requirement for College District employees similar to that outlined in BBD(Local). The policy allows the District President to remove an employee's access to the College District's computer systems if the employee does not satisfy the cybersecurity training program requirements.

- **DM (Local) Termination of Employment –**
Recommended revisions to this policy are based on best practices and permit the College District President to delegate authority to accept at-will resignations to other administrators.