

**Minutes of Regular Meeting  
December 11, 2018**

**The Board of Trustees  
Collin County Community College District**

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The Collin County Community College District (“Collin College,” “Collin,” or “District”) conducted its regular monthly Board of Trustees meeting on December 11, 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.

**WORK SESSION**

Chairman Collins called the Work Session to order at 5:34 p.m. in Board Conference Room 135 at the Collin Higher Education Center, 3452 Spur 399, McKinney, TX 75069. Kristy Horkman, Executive Assistant to the District President/Secretary to the Board of Trustees certified that the meeting was posted according to Article 551.001 of the Texas Government Code. Discussion items included:

1. New College Seal - Tom Delamater
2. Community Survey - Kim Davison
3. Ruffalo Noel Levitz Student Satisfaction Inventory - Sherry Schumann
4. GASB 75 - Ken Lynn
5. Police Headquarters - Neil Matkin
6. Construction Overview of Wylie and Technical Campuses- Ken Lynn
7. AACC Membership- Neil Matkin

No formal action was taken.

**ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION**

**Chairman Collins adjourned the meeting at 6:44pm in Board Conference Room 135 for Closed or Executive Session pursuant to the Texas Government Code Section 551.001**

Section 551.071: Consultations with Attorney

Section 551.072: Deliberations about Real Property

Section 551.074: Personnel Matters

Section 551.082 and 551.0821: Certain School Board Deliberations- Discussion of Discipline of a Student

**RECONVENE, 7:22 p.m., Board Room 139**

1. Kristy Horkman, Executive Assistant to the District President/Secretary to the Board of Trustees certified that the meeting was posted according to Article 551.001 of the Texas Government Code.
2. Trustee Orr led the Pledge of Allegiance to the United States Flag, and Trustee Matthews led the Texas Pledge.
3. On motion of Trustee Menon, second of Trustee Rodriguez, the Board of Trustees unanimously approved the minutes of the Regular Board Meeting, October 23, 2018 as amended in 2018-10-2 to read “The committee recommended tabling until the January 2019 Regular Meeting the CHA Site Management – Security and CHF Site Management – Weapons.”

## **PUBLIC COMMENT**

The following individuals spoke in opposition of the School Marshal Program: Sarah Mitchell, Chris Corto-Passi, John Stafford, Julie Luton, Michaelle Ray, Debbie O'Reilly, Miguel Palacios, Tanner Du, Markith Hall-Gumble. Bill Taylor spoke in support of the School Marshal Program.

## **PRESENTATIONS**

1. Recognition of Retirees on the Occasion of their Retirement: The service of three retirees, Cinda Johnson, Marcae Lee, and Pam Tooley, were recognized by the Board of Trustees. Cinda Johnson and Marcae Lee were unable to attend. Chairman Collins presented a gift to Pam Tooley and thanked her for her service.

Cinda Johnson began her tenure at Collin College in 1999 as the Assistant to the Dean of Engineering Technology. She has held a number of titles, including Associate Faculty Secretary, Admissions & Records Assistant, and finally Data Management Specialist. She received her AAS in Office Technology from Collin College in 2004 and her AA in General Studies in 2006.

Marcae Lee worked in the Continuing Education and Workforce department for over 20 years. Most recently she has been the first contact for employees registering for grant and contract training courses. Over the years she has ordered thousands of books and made sure all teachers had their training materials, rolls, and evaluations ready before class. Always curious, she embraced new technology; however, what Marcae is best known for is the wonderful way she makes everyone feel. She treats everyone with the same kindness and respect and understands the impact of good customer service, which she delivered with ease. Her knowledge, smile, and willingness to always to do what is best will be missed.

Pam Tooley began her career at Collin College as a part time circulation assistant at the Central Park Campus Library in 1997, and by 1999 she had transitioned to the Learning Resource Specialist position where she managed the Central Park Campus Library's serials collection. Pam assisted in setting up the new Central Park Campus Library in 1992. She helped to implement new technology into the library systems to assist students in their research. Pam served on the All College Council and various committees at Central Park, finally winning the Wimpiest Chili award at Central Park's chili cook off competition. Pam has expanded Collin College's archive collection of *Caleidoscope*, the printed forerunner of today's online *CougarNews* and other college ephemera. Over this past year, she has been instrumental in assisting the new Executive Director of the Library in understanding the history and culture of the library and college. As a life-long naturalist, Pam is known at the library for identifying campus wildlife such as skunks, bobcats, coyotes, red-tail hawks, cotton-tail rabbits, and various migratory birds. Pam demonstrates the Collin College core values.

2. Tom Delemater presented the video of the most current Collin College Find Your Future Commercial. The commercial can be found here: <https://youtu.be/IJVhyI75Kek>

**CONSIDERATION OF ACTION ON AGENDA ITEMS**

**2018-12-1 Approval of Personnel Report for December 2018**

The Personnel Report for December 2018 included two administrative appointments, fourteen staff appointments, three promotions/changes, and four resignations/terminations.

On motion of Trustee Orr, second of Trustee Menon, the Board of Trustees of Collin County Community College District unanimously approved the personnel report for December 2018 as presented.

**2018-12-1a Approval of Administrative Appointments**

By actions 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> |
|--------------|--|-------------|-----------------------------|---------------|
| Toni Jenkins | Senior Vice President of Campus Operations | 01/22/19    | District President's Office | New Position  |
| Betty Veasy  | Director Nursing BSN Program               | 01/02/19    | Nursing                     | New Position  |

**2018-12-1b Approval of Staff Appointments**

By actions 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>                 |
|--------------------|--|-------------|----------------------------|-------------------------------|
| Jacquelyn Apligian | Clinical Coordinator Health Professions  | 11/01/18    | Health Professions         | New Position                  |
| Willie Booker      | Testing Center Assistant                 | 11/26/18    | Testing and Assessment-SCC | Replacement Vy Ma             |
| Shawna Chamberlin  | Advisor                                  | 11/05/18    | Admissions & Advising      | Replacement Tara Thompson     |
| Lazaro Contreras   | Chef Manager                             | 01/02/19    | Food Services              | New Position                  |
| Joseph Cutrona     | Collin Police Officer                    | 12/03/18    | Police Department          | New Position                  |
| Nancy Donaldson    | Coordinator Fire Training                | 11/13/18    | Fire Protection            | New Position                  |
| Melanie Manning    | Payroll Coordinator                      | 10/22/18    | Finance & Budgeting        | Replacement Debbie Day        |
| Sheretha Measells  | Payroll Manager                          | 10/30/18    | Finance & Budgeting        | Replacement Joe Moorehead     |
| Rolando Medrano    | Admissions Records Assistant             | 10/29/18    | Admissions and Testing     | Replacement Mariana Sanchez   |
| Nikhil Patel       | Supervisor, Circulation                  | 11/01/18    | Library-SCC                | Replacement Bonni Capobianco  |
| Trinetta Powell    | Counselor                                | 11/12/18    | Counseling                 | Replacement Pamela Love-White |
| LeRoy Thompson     | Collin Police Officer                    | 11/26/18    | Police Department          | New Position                  |
| Amy Wetzel         | Administrative Assistant                 | 11/12/18    | Provost Office             | Repurpose                     |
| Shirley Wilson     | College and Career Counselor (Temporary) | 11/12/18    | Dual Credit                | New Position                  |

**2018-12-1c Promotions/Changes**

By actions 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>    |
|--------------------|---|-------------|---|------------------|
| Tammy Rice         | Payroll Coordinator                                     | 10/01/18    | Finance & Budgeting   | Reclassification |
| Shonda Satterfield | N: Division Secretary<br>O: Secretary                   | 11/26/18    | N: Law Enforcement Academy<br>O: Provost Office                                 | Replacement      |
| Amy Williams       | N: Assistant to the Dean<br>O: Administrative Assistant | 11/01/18    | N: Students and Enrollment Services and Admissions<br>O: Admissions and Records | Replacement      |

**2018-10-1d Approval of Resignations/Terminations**

By actions 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>                              |
|-----------------|-----------------|----------------|------------------------------|--|
| Cinda Johnson   | 10/31/18        | 18             | Data Management Specialist   | Admissions & Records                           |
| Marcae Lee      | 11/30/18        | 22             | Program Manager Assistant    | Continuing Education and Workforce Development |
| Salma Mirza     | 11/30/18        | 3              | Research Analyst             | Institutional Research                         |
| Pam Tooley      | 12/21/18        | 19             | Learning Resource Specialist | Library  |

**2018-12-2 Approval of the Permanent Expulsion of a Student**

Discussion: Details of the recommendation for the permanent expulsion of a student were presented for review and discussion with the Board of Trustees in closed session. In keeping with the Family Educational Rights and Privacy Act (FERPA), the identity of the student was protected in open session.

On motion of Trustee Menon and second of Trustee Donald the Board of Trustees of Collin County Community College District unanimously approved the permanent expulsion of the student as presented.

**2018-12-3 Second Reading and Approval of Local Board Policies**

Discussion: The Organization, Education, and Policy Committee met on October 23 and December 11 and reviewed all policies presented in this item. On October 23, the Committee recommended tabling until January, consideration of CHA Site Management – Security and CHF Site Management – Weapons; however, Committee Chair Hendricks reported that at the Committees’ December 11 Meeting, members decided to recommend the policies for approval at the December Regular Board of Trustees Meeting.

Committee Chair Hendricks brought forth a motion and a second out of the Organization, Education, and Policy Committee to approve local board policies CHA and CHF as presented. Trustee Menon made a motion to amend the motion to direct Dr. Matkin and staff to proceed with all the work that needs to be done to develop the Marshall program without actually making amendments to the policy today. The motion to amend failed on a vote of 3-4 with two abstentions. Voting against the amendment were Trustees Collins, Hendricks, Moses, and Orr. Trustees Hardin and Matthews abstained. The original motion to approve board local policies CHA Site Management – Security and CHF Site Management – Weapons was approved on a 5:4 vote as presented. Those voting against were Trustees Donald, Matthews, Menon, and Rodriguez.

#### **2018-12-4 First Reading of Local Board Policies**

Discussion: 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 were reviewed by the Organization, Education, and Policy Committee at its December 11 meeting, and presented to the Board for first reading.

- DEB(Local) Compensation and Benefits – Fringe Benefits. To encourage Collin College employee participation in planned savings toward retirement and to enhance the college's benefits package to recruit and retain highly skilled employees, the college proposes to establish the "Collin Invests" Enhanced Retirement Savings Plan.

Within the plan, the college would fund a dollar-for-dollar match of each full-time benefits-eligible employee's tax sheltered savings in the plan, up to 3% of his/her annual base salary (excludes overtime, overloads, and extra service assignments.) College staff will work with Purchasing to issue an RFP to select and designate a benefits partner to manage the plan and its assets. This RFP will then be presented to the Board for approval.

- GK(Local) Relations with Educational Accreditation Agencies. This adjustment in language will help the college meet new requirements outlined by the Southern Association of Colleges and Schools Commission on Colleges (SACS-COC).

This being a first reading, there was no action taken.

#### **2018-12-5 Approval of Election Secretary and Deputy Election Secretary for the May 4, 2019 Election for Trustees Places 2, 4, 5, and 6**

Discussion: The next regularly scheduled election of Collin College Board of Trustees, Places 2, 4, 5, and 6 will be held on May 4, 2019. The board must appoint an Election Secretary and Deputy Secretary to help facilitate the college's election processes. It is, therefore, recommended that Kim Davison be appointed to serve as the Election Secretary and Kristy Horkman be appointed as the Deputy Secretary for the May 4, 2019, election.

On motion of Trustee Menon, second of Trustee Rodriguez, the Board of Trustees of Collin County Community College District unanimously approved the appointment of Kim Davison as Election Secretary and Ms. Kristy Horkman as Deputy Secretary for the May 4, 2019, Election.

### **2018-12-6 Approval of Collin College District Seal**

Discussion: Over its first two decades of operation, the name of the Collin County Community College District was typically shortened to “Quad C” by students, staff, and members of the local community. In an effort to move away from that nickname and improve marketing and name recognition, the college changed to the everyday use of “Collin College” in 2005. A new logo, separate from the official college seal, was introduced at that time and remains in use to this day.

The logo did not replace the official college seal, which contains the full legal name, Collin County Community College District. The seal is used primarily on diplomas, official transcripts, written agreements and contracts, and certification of Board of Regents actions. In addition to the full district name, the seal includes the core values of the college and the ideals of Excellence, Service and Opportunity.

To allow for an alternate seal that maintains a formal appearance but incorporates the “Collin College” name, a commercial college seal is proposed. The use of the commercial seal would be limited to certain ceremonial and promotional documents and other items where the official seal would not be necessary or appropriate, but where a more dignified mark than the everyday logo is desired. This may include signage and lecterns, event agendas or program booklets, other ceremonial publications, and specialty items like mugs, notebooks, and pens. All use of the commercial seal will require the approval of the Collin College Public Relations Office.

Trustee Moses made a motion to table consideration of changes to the Collin College District Seal for further development. The motion was seconded by Trustee Rodriguez. The motion to table passed on a vote of 8-1, with Trustee Orr voting against the motion.

### **2018-12-7 Approval to Not Participate in the State Employee Charitable Contribution Program**

Discussion: Under Sec. 659.1311 of the Texas Government Code, a public junior college may take affirmative action not to participate in the state employee charitable contribution program thereby allowing for employee salary deductions for charitable contributions made to the college. Approval of this item will allow Collin College employees to make salary deductions for scholarship contributions to the Collin Foundation during fiscal year 2019-2020.

On motion of Trustee Rodriguez, second of Trustee Matthews, the Board of Trustees of Collin County Community College District unanimously approved action to not participate in the State Employee Charitable Contribution Program in fiscal year 2019-2020.

### **2018-12-8 Approval of New Bachelor of Applied Technology in Cybersecurity Degree**

Discussion: The Collin College Master Plan and Vision 2020 Strategic Plan identifies a priority to add workforce and academic programs to align with projected Collin County labor market needs. Labor market analysis has indicated an increasing demand for employees in the information technology industry, especially those with a Bachelor’s degree in Cybersecurity. The Bachelor of Applied Technology (BAT) in Cybersecurity degree has been researched and developed in accordance with the criteria required by the Texas Higher Education Coordinating Board and the Southern Association of Colleges and Schools Commission on Colleges. This criteria includes job market analysis, employment projections, enrollment projections, integration of the general education core, career and technical skills, faculty recruitment planning and advisory committee input.

The BAT in Cybersecurity degree includes a 42 semester credit hour general education core and 78 semester credit hours specific to the knowledge and skills required for employment as a cybersecurity professional. The degree is designed to build on Collin College's existing certificate and associate of applied science degree in cybersecurity. As required by Texas law, the BAT degree has a total of 120 semester credit hours.

On motion of Trustee Menon, second of Trustee Rodriguez, the Board of Trustees of Collin County Community College District unanimously approved the new Bachelor of Applied Technology in Cybersecurity degree.

### **2018-12-9 Approval of New Associate of Applied Science Degree Programs, Certificates, and Occupational Skills Awards**

Discussion: The Collin College Master Plan and Vision 2020 Strategic Plan identifies a priority to add workforce and academic programs to align with projected Collin County labor market needs. Labor market analysis has indicated an increasing demand for employees in sports management, advanced manufacturing, healthcare, and logistics and transportation. Each of the new degree and certificate programs has been researched and developed in accordance with the fifteen criteria required by the Texas Higher Education Coordinating Board to include job market analysis, employment projections, enrollment projections, integration of career and technical skills, and curriculum developed in consultation with an advisory committee comprised of industry representatives.

Each AAS degree includes a 15 semester credit hour general education core and workforce education courses specific to the knowledge and skills required for employment in the industry. Occupational Skills Awards, Level I Certificates, and Level II Certificates are developed as stackable credentials within the AAS degree.

Associate of Applied Science Degree – Automotive Service Technician (60 semester credit hours)  
Level I Certificate – Maintenance and Light Repair Technician (26 semester credit hours)  
Level II Certificate – Automotive Service Technician (43 semester credit hours)

Associate of Applied Science Degree – Biomedical Equipment Technology (60 semester credit hours)

Associate of Applied Science Degree – Collision Repair (60 semester credit hours)  
Occupational Skills Award – Collision Repair (14 semester credit hours)  
Level I Certificate – Collision Repair (28 semester credit hours)  
Level II Certificate – Collision Repair (45 semester credit hours)

Associate of Applied Science Degree – Industrial Automation (60 semester credit hours)  
Level I Certificate – Industrial Automation (34 semester credit hours)  
Level II Certificate – Industrial Automation (44 semester credit hours)

Associate of Applied Science Degree – Sport and Recreation Management (60 semester credit hours)  
Level I Certificate – Recreation Management (21 semester credit hours)  
Level I Certificate – Sports Management (21 semester credit hours)

On motion of Trustee Rodriguez, second of Trustee Menon, the Board of Trustees of Collin County Community College District unanimously approved the New Associate of Applied Science Degrees, Certificates, and Occupational Skills Awards in Automotive Service Technician, Biomedical Equipment Repair, Collision Repair, Industrial Automation, and Sports and Recreational Management as presented.

**2018-12-10 Approval of Tuition and Fees for Non-Course Competency-Based Offerings Effective Fall 2019**

Discussion: In 2010, the Texas Higher Education Coordinating Board approved colleges to offer developmental education through Non-Course Competency-Based Options (NCBO). This format of instruction allows students to work at their own pace to develop the reading, writing or math skills they need to prepare for college-level courses. Students may complete the NCBO upon proof of competency and not a specified number of contact or credit hours.

NCBOs are not credit courses and do not align with the current Collin College tuition policy, which is based on credit hours. It is recommended that tuition and fees for NCBOs are calculated by estimating the number of contact hours the average student will need in order to complete the required competencies, divided by the number of contact hours required for a single credit hour (16 hours), then multiplied by the current per credit hour tuition and fees. For example, the fee an in-district student would pay for a 24 contact hour NCBO would be calculated using the following formula:  $24/16 \times \$50$ . The conversion will be rounded to the nearest quarter credit hour. By using a standard formula to calculate NCBO tuition and fees, the charges will always be proportional to the existing tuition and fees for in-district, out-of-district, and out-of-state students.

On motion of Trustee Matthews, second of Trustee Donald, the Board of Trustees of Collin County Community College District unanimously approved the calculation of NCBO course tuition and fees by using a standard 16 contact hours to one credit hour conversion, effective Fall 2019.

**2018-12-11 Approval of Interlocal Jail Services Agreement with Collin County**

Discussion: Collin County operates the Collin County Detention facility for persons accused or convicted of violating state law. The County detention facility is also available to law enforcement agencies in the county who do not have detention facilities within their jurisdiction.

The Collin College police department employs commissioned peace officers who have arrest powers equal to municipal officers in surrounding cities. On occasion Collin College police officers may effect arrests that necessitate a detainee, who is considered to be a danger to themselves or others, be held in a secure facility. Adoption of the Interlocal Jail Services Agreement will allow Collin College police officers to place such a detainee in the County jail.

The Interlocal contract is for the period October 1, 2018 through September 30, 2019. The last Interlocal contract that was in effect expired on September 30, 2016.

On motion of Trustee Moses, second of Trustee Orr, the Board of Trustees of Collin County Community College District unanimously approved the Interlocal Jail Services Agreement with Collin County.

**2018-12-12 Report Out of the Finance & Audit Committee and Approval of the Comprehensive Annual Financial Report (CAFR) and Related Report from Independent Auditor Grant Thornton LLP for the 2017-2018 Fiscal Year**

Discussion: The Comprehensive Annual Financial Report and related report was provided to the Board of Trustees under separate cover to provide for timely review. Chair of the Finance & Audit Committee Fred Moses reported the committee's recommendations. The committee met with representatives for the audit firm of Grant Thornton LLP regarding the 2017-2018 Comprehensive Annual Financial Report and related report prior to the regular meeting. Dan Barron, Engagement Partner from Grant Thornton LLP presented at the regular meeting to discuss findings and answer the board's questions. Mr. Barron reported a clean audit with no findings for 2017-2018.

On motion and second out of the Finance & Audit Committee, the Board of Trustees of Collin County Community College District unanimously approved the Comprehensive Annual Financial Report (CAFR) and related report from independent auditor Grant Thornton LLP for the 2017-2018 fiscal year.

**2018-12-13 Report Out of the Campus Facilities and Construction Committee and Approval to Authorize the District President to Negotiate and Execute Necessary Documents to Effect the Early Termination of the Ground Lease with the Collin College Student Housing Foundation**

Discussion: On October 23, 2018 the College and the Student Housing Foundation executed a Letter of Intent that reflected both parties' desire and commitment to effect an early termination of the ground lease upon which is the site of the Century Court apartments on the Plano campus.

The Termination Agreement is currently being negotiated between the parties and it contemplates a transaction closing date on or about January 31, 2019. Integral to the success of the transaction is the defeasance of certain housing bonds issued to finance construction of the facilities. Defeasance notices to bondholders, which trigger the defeasance and are not cancellable, must be issued no later than 45 days prior to closing. For a January 31, 2019 closing date, the defeasance notices must be issued in mid-December. For that reason the administration is requesting approval for the District President to negotiate and execute any and all documents necessary to effect the early termination. Chair of the Campus Facilities & Construction Committee, Andy Hardin, reported on the committee's discussion and recommendation for approval of this item at its meeting on December 4, 2018.

On motion and second out of the Campus Facilities and Construction Committee, the Board of Trustees of Collin County Community College District unanimously authorized the District President to negotiate and execute necessary documents to effect the early termination of the ground lease with the Collin College Student Housing Foundation.

**2018-12-14 Report Out of the Campus Facilities and Construction Committee and Approval to Authorize the District President to Negotiate and Execute Necessary Documents to Effect the Early Termination of the Ground Lease with the Collin College Student Housing Foundation**

Discussion: The Board of Trustees approved the District Safety Plan on November 11, 2017. The plan included funding for the design and construction of a Police Headquarters building. Soon after approval of the plan, the District began two separate solicitation processes to acquire architectural and construction manager at risk services for the Police Headquarters building as well as other Phase 2 projects.

Upon completion of the two solicitation processes, the Board of Trustees, on August 28, 2018, authorized the selection of PGAL, Inc. to provide architectural services and CORE Construction to provide construction manager at risk services for the design of the Police Headquarters project.

Over the past several months, PGAL Inc., CORE Construction, AECOM and District staff have been working together to develop an initial design of the Police Headquarters project. During the initial design of the project, several factors have emerged that put the project over budget. Most notably are site development costs (projected to cost \$1.75 million) and a 5% contingency for future construction cost increases. These factors have resulted in the project being over the allocated construction budget of \$6.0 million. To offset the budget overruns, the schematic design square footage of the building has been reduced from a program total of 16,000 square feet to 12,000 square feet. The reduced square footage would result in a building that does not provide the necessary square footage for the police, maintenance and records storage functions proposed to be housed in the facility.

The administration proposes to cancel the current construction project and reassess:

- the proposed location of the police headquarters building, and,
- the possibility of incorporating construction of the police headquarters building into a planned Phase 3 project with the intent of obtaining a more cost-effective solution.

On motion and second out of the Campus Facilities and Construction Committee, the Board of Trustees of Collin County Community College District approved the resolution as presented for the termination of contracts with PGAL, Inc. for Architecture services and CORE Construction for Construction Manager at Risk services for the construction of the Police Headquarters at the McKinney Campus.

**2018-12-15 Approval of Bid Report for December 2018**

The Board considered three new solicitations.

NEW SOLICITATIONS

|  |    |                   |
|--|----|-------------------|
| Purchase Request # 1                   |    |                   |
| Printed T-Shirts and Embroidered Polos | \$ | 60,000.00         |
| Purchase Request # 2                   |    |                   |
| Employee Compensation Review Plan      |    | 185,000.00        |
| Purchase Request # 3                   |    |                   |
| Simulation Manikins                    |    | 108,000.00        |
| TOTAL OF NEW SOLICITATIONS             |    | <u>353,000.00</u> |
| GRAND TOTAL                            | \$ | <u>353,000.00</u> |

On motion of Trustee Moses, and second by Trustee Matthews, the Board of Trustees of Collin County Community College District unanimously approved the Bid Report for December 2018 as presented.

## **2018-12-16 Report Out of the Finance and Audit Committee and Authorization for the District President to Negotiate and Execute a Tax Abatement with Texas Instruments, Inc.**

Chairman Collins stated agenda item 2018-12-16 would be pulled due to lack of information.

### **INFORMATION REPORTS**

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

Statement of Net Position 11/30/18

Summary of Revenue and Expenses as of 11/30/18

Summary of Foundation Payments to the District as of 11/30/18

Grant Budget Amendments Quarterly Report as of 11/30/18

Monthly Investment Reports as of 11/30/18

Annual Investment Report as of 8/31/18

Representatives from AECOM were present & presented the Monthly report for November 2018.

Additional information was provided in follow up to questions from Board Members:

Provide the insurance loss/runs for the policy year ended October 31, 2018

Provide a report of historically underutilized businesses (HUB) and minority and women business enterprises (MWBE) participating in contracts awarded by construction managers at risk for the 2017 Capital Improvement Plan

### **DISTRICT PRESIDENT'S ANNOUNCEMENTS**

Two Nursing faculty recently defended their dissertations and will graduate with doctoral degrees in December 2018.

- Trina Masar completed a Doctor of Nursing Practice (DNP) degree with Grand Canyon University with a dissertation titled, "Innovative Diabetic Strategies: A Quality Improvement Project for Underserved Populations."
- Heather Rawls completed a Doctor of Nursing Practice (DNP) degree with American Sentinel University with a dissertation titled, "The Impact of the PEARLS Method of Debriefing," which explains a "reflective learning" approach to health care simulation.

We are proud of these hard-working faculty members. Congratulations to both of them on their accomplishments.

Paramedic Class No. 24 student Patrick Wilson received a certificate of commendation from the Addison Fire Department for his actions in helping treat a gunshot victim during one of his practicum rotations. Wilson was described as "extremely helpful" to the medics. He cut patient's clothing, performed a head-to-toe assessment and handed all needed supplies to the medics during a hectic transport and treatment. Wilson was noted for being calm and professional during the situation, which happened on his seventh shift of his rotation. Congratulations to Patrick on this honor!

President Matkin commended the trustees for an excellent discussion on the pros and cons of a difficult subject. He believes the deterrent value of a campus marshal program has extraordinary value. He thanked the Board members for a robust discussion and said the program will be implemented in a way that will continue to build support for it.

## **BOARD ANNOUNCEMENTS**

Trustee Moses stated that he was glad to see the HUB & MWBE Reports, and thanked Dr. Matkin for preparing those reports.

Trustee Matthews congratulated all of our December graduates, and wished everyone a happy holiday season.

Trustee Hendricks wished everyone a Merry Christmas and safe holiday.

Trustee Hardin thanked the students in attendance and made mention of a Veteran's Day dinner and appreciated the college hosting that event. Trustee Hardin invited anyone interested in discussing his points for the Campus Marshal program to please contact him.

Trustee Orr appreciated everyone's engagement in the Campus Marshal program and invited anyone to reach out via the Board of Trustees Contact Us page. He wished everyone a Merry Christmas & Happy New Year.

Trustee Menon wished everyone a Merry Christmas and Happy Holidays. He appreciated the decent, meaningful conversations from the Board. Dr. Menon recognized Dr. Toni Jenkins, Ms. Veasy, and all the other appointees.

Trustee Donald wished everyone a great holiday.

Trustee Rodriguez recognized CCBA's Leadership Award that was given to President Matkin. He invited everyone to attend the January 19<sup>th</sup> is the MLK Power Breakfast at 8am at the Spring Creek Campus. Mr. Rodriguez wished Happy Holidays to everyone.

Chairman Collins said he appreciated everyone sticking around tonight and complimented the Board of Trustees for being well-informed and having a positive discussion.

## **BOARD TRAINING REPORT**

Section 61.084 (f) of the Education Code requires that the minutes of the last regular meeting of the Board of Trustees of the regular calendar year reflect whether members of the governing board have completed any training required under the section.

Required training completed this year included:

Completion of Open Meetings Act to satisfy legal requirements of Government Code, Section 551.005, and training on the Public Information Act to satisfy legal requirements of Government Code, Section 551.012: **Mr. Steve Matthews**

Completion of Texas Higher Education Coordinating Board (THECB) required training on March 22, 2018: **Mr. Steve Matthews**

Completion of Texas Higher Education Coordinating Board (THECB) required training on May 8, 2018: **Dr. Stacey Donald.**

In addition, Trustee Place 2 Steve Matthews met in a half day orientation session with District President Matkin on February 20, 2018.

## **ADJOURNMENT**

There being no further business, Chairman Collins adjourned the December 11, 2018 meeting at 10:11pm.