

**Minutes of Regular Meeting
October 27, 2023**

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

Collin County Community College District conducted its Regular Monthly Board of Trustees meeting on Friday, October 27, 2023, at the Collin Higher Education Center, 3452 Spur 399, McKinney, TX 75069 ("CHEC"), with Chair Andrew Hardin presiding. Trustees in attendance were Ms. Cathie Alexander, Dr. Robert Collins, Mr. Andrew Hardin, Dr. Raj Menon, Mr. Jim Orr, Mr. Jay Saad, and Ms. Megan Wallace. Mr. Greg Gomel and Ms. Stacy Arias were absent.

CALL TO ORDER: 9:06 a.m., Board Room 139, CHEC.

WELCOME STUDENT VISITORS

PRESENTATIONS

1. Great Colleges to Work for 2023 Survey Results (presentation attached) – Floyd Nickerson, Special Assistant to the District President

PUBLIC COMMENT

There was no public comment.

Approval of the October 27, 2023 Consent Agenda Items

2023-10-C1 Approval of the Minutes of the September 26, 2023 Regular Meeting

2023-10-C2 Consideration of Approval to Not Participate in the State Employee Charitable Contribution Program

On motion of Trustee Menon, and second of Trustee Collins, the October 27, 2023 Consent Agenda was approved by a vote of 7-0.

CONSIDERATION OF ACTION ON AGENDA ITEMS

2023-10-1 Report Out of the Organization, Education, and Policy Committee, First Reading of Local Board Policies: DC (Local) Employment Practices; DD (Local) Personnel Positions; DEA (Local) Compensation and Benefits – Compensation Plan; DEAA (Local) Compensation Plan – Incentives and Stipends – ADD; DEAB (Local) Compensation Plan – Wage and Hour Laws – ADD; DMAA (Local) Term Contracts – Termination Mid-Contract; FFDB (Local) Freedom from Discrimination, Harassment, and Retaliation – Other Protected Characteristics

Discussion: Trustee Collins, Chair of the Organization, Education, and Policy Committee brought forth a first reading of Local Board Policy.

No action was required.

2023-10-2 Report Out of the Organization, Education, and Policy Committee, Second Reading and Consideration of Approval of Local Board Policies: AD (Local) Educational Role, Mission, Purpose, and Responsibility; DLB (Local) Employee Performance – Suspension – ADD; FD (Local) Tuition and Fees; GD (Local) Community Expression and Use of College Facilities

Discussion: Trustee Collins, Chair of the Organization, Education, and Policy Committee, brought forth, in the form of a motion and second, the Committee's recommendation for approval of the second reading and approval of Local Board Policy.

The motion was approved 7-0.

2023-10-3 Report Out of the Finance and Audit Committee and Consideration of Approval of a Contract to Purchase Vending Services from Compass Group USA

Discussion: Trustee Saad, Chair of the Finance and Audit Committee, brought forth, in the form of a motion and second, the Committee's recommendation for approval of a contract to purchase vending services from Compass Group USA.

The motion was approved 7-0.

2023-10-4 Report Out of the Finance and Audit Committee and Consideration of Approval of the Proposed Property and Insurance Contract

Discussion: Trustee Saad, Chair of the Finance and Audit Committee, brought forth, in the form of a motion and second, the Committee's recommendation for approval of the proposed property and insurance contract.

The motion was approved 7-0.

2023-10-5 Report Out of the Finance and Audit Committee and Consideration of Approval of the Internal Audit Annual Report for Fiscal Year 2023

Discussion: Trustee Saad, Chair of the Finance and Audit Committee, brought forth, in the form of a motion and second, the Committee's recommendation for approval of the internal audit annual report for fiscal year 2023.

The motion was approved 7-0.

2023-10-6 Consideration of Approval of the Ad Valorem Property Tax Roll for the Tax Year 2023

On motion of Trustee Orr, and second of Trustee Menon, this item was approved by a vote of 7-0.

2023-10-7 Consideration of Approval of the Bid Report for October 27, 2023

Discussion: Melissa Irby, Chief Financial Officer, presented the Bid Report for October 27, 2023, which included five new solicitations, one contract revision, and one statutory exemption:

New Solicitations

Purchase Request #1	\$ 1,410,000
Printing the Connection Newsletter	
Purchase Request #2	150,000
Electronic Locks, Door Hardware and Door Access Systems	
Purchase Request #3	1,000,000
Promotional Products	
Purchase Request #4	122,763
Software Products, Services, and Training	
Purchase Request #5	200,000
Extended Warranty Services	
Total of New Solicitations	<u>2,882,763</u>

Contract Revision

Purchase Request #6	440,000
Help Desk Services	
Total of Contract Revision	<u>440,000</u>

Statutory Exemption

Purchase Request #7	0
Job Order Contracting – amount previously approved	

Grand Total \$ 3,322,763

(Note: Grand Total was corrected from \$3,322,762 to \$3,322,763)

On motion of Trustee Menon, and second of Trustee Orr, this corrected item was approved by a vote of 7-0.

PUBLIC COMMENT

There was no additional public comment.

INFORMATION REPORTS

Workday Student Status Report for October 2023
Personnel Report for October 2023
Internal Audit Report # 23-03
Revenues and Expenses as of September 30, 2023
Statement of Net Position as of September 30, 2023
Monthly Investment Report as of September 30, 2023
Quarterly Investment Report as of August 31, 2023

PRESIDENT'S AND BOARD ANNOUNCEMENTS

Comments on: workshops, seminars, and conferences taking place at the College; awards received; accomplishments and appointments at the local, state, and national level; published articles and newspaper reports; upcoming events; and recent news.

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION

Chair Hardin adjourned the regular meeting to Board Conference Room 135, CHEC, for closed or executive session pursuant to the Texas Government Code Chapter 551.001 *et seq.*, to wit at 10:17 a.m.

Section 551.074 Personnel Matters

- a. Discuss appointment, employment, evaluation, reassignment, duties, or responsibilities of college employees
- b. Discuss District President's reporting duty to the Board under Texas Education Code Section 51.253(c)

Section 551.071 Consultations with Attorney

- a. Consultation with the college's General Counsel on a matter in which the attorney has an ethical duty of confidentiality

RECONVENE REGULAR MEETING AND ADJOURNMENT

Chair Hardin reconvened the regular meeting and then adjourned the meeting of the Board of Trustees of Collin County Community College District at 10:56 a.m.