

**Minutes of Regular Called Meeting
October 22, 2019**

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

The Collin County Community College District (“Collin College,” “Collin,” or “District”) conducted a Work Session and Special Called meeting on Tuesday, October 22, 2019, at the Collin Higher Education Center, with Chairman Dr. Robert Collins presiding. Trustees in attendance were Ms. Stacy Arias, Dr. Robert Collins, Dr. Stacey Donald, Mr. Greg Gomel, Mr. Andy Hardin, Dr. Raj Menon, Mr. Fred Moses, Mr. Jim Orr, and Mr. Jay Saad.

WORK SESSION

Chairman Collins called the Work Session to order at 5:30 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

1. Board Trustee Development - Dr. Belle Wheelan, President of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION

Chairman Collins adjourned the meeting to Board Conference Room 135 for Closed or Executive Session pursuant to the Texas Government Code Section 551.001 at 6:25 p.m.

Section 551.071: Consultation with Attorney

Section 551.072: Deliberations about Real Property

Section 551.074: Personnel Matters

No formal action was taken.

ADJOURNMENT OF WORK SESSION

Chairman Collins adjourned the October 22, 2019, work session of the Board of Trustees of Collin County Community College District at 7:00 p.m.

RECONVENE, 7:07 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. Pledges of Allegiance
3. On motion of Trustee Menon, and second of Trustee Arias, the Board of Trustees unanimously approved the minutes for the September 24, 2019 Regular Called Meeting.
4. On motion of Trustee Moses, and second of Trustee Menon, the Board of Trustees unanimously approved the minutes for the October 4, 2019 Special Called Meeting.

PUBLIC COMMENT

One public comment was submitted by Chris Vasquez who spoke in regards to including a LBGQT protection clause in the College's mission statement.

PRESENTATIONS

1. Great Places to Work - Floyd Nickerson, Chief Talent Officer
2. Cinema Commercial Preview - Marcy Cadena-Smith, Interim Chief Public Relations Officer

2019-10-2-1 Personnel Report for October 2019

The Personnel Report for October 22, 2019 included one administrative appointment, four faculty appointments, eleven staff appointments, four promotion/lateral changes, and four resignations/terminations.

On motion of Trustee Moses and second of Trustee Saad, the Board of Trustees of Collin County Community College District approved the personnel report for October 2019 as presented.

2019-10-2-1a Approval of Administrative Appointments

By action stated above, the Board of Trustees of Collin County Community College District approved the following administrative appointment:

<u>NAME</u>	<u>TITLE</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>SALARY</u>
Randy Jackson	Associate Dean, Academic Affairs	11/04/19	Academic Affairs	Replacement Daphne Babcock	\$96,518

2019-10-2-1b 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>	<u>SALARY</u>
Jonathan Burch	Professor, Nursing	10/14/19	Nursing	Replacement Elizabeth Jarvis	\$40,703
Jonathan Harrell	Professor, English (Temp.)	08/30/19	Academic Affairs	New position	\$51,312
Brenda Uhrig	Professor, Nursing	09/25/19	Nursing	Replacement Shelly Farrow	\$46,176
Earl Young	Professor, Collision Repair	10/21/19	Automotive	New position	\$56,070

2019-10-2-1c 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>	<u>SALARY</u>
Russel Braga	Culinary Steward/ Storeroom Assistant	10/07/19	Culinary Arts	New position	\$31,339
Charles Carpin	Police Cadet	10/08/19	Police	New position	\$45,914
Miguel DaCosta	Police Cadet	10/08/19	Police	New position	\$45,914
Darin Ham	Technology Specialist	09/30/19	Campus Technology Support	New position	\$45,480
Hyun Kim	Police Cadet	10/08/19	Police	New position	\$45,914
Michelle Lewis	Admissions and Records Assistant	10/15/19	Admissions and Advising	Replacement Kristina Golway	\$31,604
Christy Phoenix	Human Resources Generalist	09/30/19	Human Resources	Replacement Robert Yeck	\$65,892
Jake Prus	Police Cadet	0/08/19	Police	New position	\$45,914
Joseph Rumore	Police Cadet	0/08/19	Police	New position	\$45,914
Christine Santiago	Academic Advisor (Temporary)	1/04/19	Admissions and Advising	Replacement Shawna Chamberlin	\$47,646
Timothy Veal	Coordinator, Hospital Lab	0/08/19	Nursing	Replacement Ujjwal Bajagain	\$38,550

2019-10-2-1d Approval of Promotions and Changes

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

<u>NAME</u>	<u>TITLE</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>SALARY</u>
Aubrie Reiersgord	N: Teacher, Child Development O: Assistant Teacher, Child Development	10/01/19	Child Development	Replacement Lindsey Deen	N: \$33,986 O: \$31,833
Tara Rice	N: Benefits Generalist O: HR Generalist (Part-time)	10/07/19	N: Human Resources O: Human Resources	Repurpose	N: \$60,694 O: \$30,345
Katherine Rios	N: Buyer O: Purchasing Assistant	09/23/19	N: Purchasing O: Purchasing	Replacement Jennifer Wright	N: \$48,500 O: \$34,745
Jennifer Wright	N: Contract Administrator O: Buyer	08/19/19	N: Purchasing O: Purchasing	Replacement Phillip Vasquez	N: \$54,980 O: \$51,525

2019-10-2-1e 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>	<u>REASON</u>
Peter Calvin	10/02/19	4	Professor, Photography	Academic Affairs/Workforce	Deceased
Lloyd Campbell	09/25/19	10	Clinical Coordinator	Workforce	Separation
Jennylind M. Doyle	10/04/19	2	College and Career Counselor	Dual Credit	Resignation
Tammy Rice	10/04/19	3	Coordinator, Payroll	Finance and Budgeting	Resignation

2019-10-2-2 Discussion of the Collin College Police Cadet Program

Discussion: Collin College Police Chief Bill Taylor gave the report.

No formal action was taken.

2019-10-2-3 Report Out of the Organization, Education, and Policy Committee and First Reading of Local Board Policies

Discussion: Trustee Orr, Chair of the Organization, Education, and Policy Committee, gave the report.

This being a first reading of local board policies no action is required.

2019-9-4 Report Out of the Organization, Education and Policy Committee, Second Reading and Consideration of Approval of Local Board Policies

Discussion: Trustee Orr reported on the second reading and consideration of the following local board policies:

- **BDB (Local)** Board Meetings – Public Participation
- **DGBA (Local)** Personnel-Management Relations – Employee Grievances
- **DH (Local)** Employee Standards of Conduct
- **DLA (Local)** Employee Performance – Evaluation
- **FLBE (Local)** Student Conduct – Alcohol and Drug Use
- **FLC (Local)** Student Rights and Responsibilities – Interrogations and Searches
- **FLD (Local)** Student Rights and Responsibilities – Student Complaints
- **GB (Local)** Public Complaints and Hearings
- **GDA (Local)** Community Use of College District Facilities – Conduct on College Premises

On motion of Trustees Orr and second from Trustee Donald, the Board unanimously approved to set aside local board policies DH (Local), FLBE (Local), and GDA (Local) as separate Board discussion items.

Trustee Orr, 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 local board policies:

- **BDB (Local)** Board Meetings – Public Participation
- **DGBA (Local)** Personnel-Management Relations – Employee Grievances
- **DLA (Local)** Employee Performance – Evaluation
- **FLC (Local)** Student Rights and Responsibilities – Interrogations and Searches
- **FLD (Local)** Student Rights and Responsibilities – Student Complaints
- **GB (Local)** Public Complaints and Hearings

The motion was unanimously approved by the Board of Trustees of Collin College as presented.

On motion of Trustees Menon and second from Trustee Arias, the Board approved the motion to send back local board policies DH (Local), FLBE (Local), and GDA (Local) to the Organization, Education and Policy Committee for further consideration with six in favor (Saad, Donald, Menon, Arias, Orr, and Hardin) and three against (Gomel, Moses, and Collins).

2019-10-2-5 Report Out of the Finance & Audit Committee on the Consideration of Approval for Student Housing Fees, Meal Plan, and Payment Plan

Discussion: Trustee Moses, Chair of the Finance and Audit Committee, gave the report.

Trustee Moses, Chair of the Finance & Audit Committee, brought forth, in the form of a motion and second, the Committee's recommendation for approval of student housing fees, meal plan, and payment plan.

The motion was unanimously approved by the Board of Trustees of Collin College as presented.

2019-10-2-6 Report Out of the Finance & Audit Committee and Consideration of Approval of a Resolution that Provides for Reimbursement to the College from Capital Financing Proceeds for Expenditures from College Operating Funds for Capital Expenditures including the Design and Construction of Projects Related to the Approved 2017 Bond Referendum

Discussion: Trustee Moses gave the report.

Trustee Moses, 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 resolution that provides for reimbursement to the College from capital financing proceeds for expenditures from College operating funds for capital expenditures including the design and construction of projects related to the approved 2017 Bond Referendum.

The motion was unanimously approved by the Board of Trustees of Collin College as presented.

2019-10-2-7 Report Out of the Campus Facilities & Construction Committee and Consideration of Approval of the Guaranteed Maximum Price (“GMP”) from JT Vaughn Construction (“Vaughn”) for the Construction of the Celina Campus

Discussion: Trustee Hardin, Chair of the Campus Facilities & Construction Committee, gave the report.

Trustee Hardin, Chair of the Campus Facilities & Construction Committee, brought forth, in the form of a motion and second, the Committee’s recommendation for approval of the Guaranteed Maximum Price (“GMP”) from JT Vaughn Construction (“Vaughn”) for the construction of the Celina Campus.

The motion was unanimously approved by the Board of Trustees of Collin College as presented.

2019-10-2-8 Report Out of the Campus Facilities & Construction Committee and Consideration of Approval of the Designation of the Construction Manager at Risk (“CMAR”) Delivery Method for Construction of a new Parking Garage at the Frisco Campus and a New Welcome Center at the McKinney Campus which are in Phase 3 of the 2017 Capital Improvement Program

Discussion: Trustee Hardin gave the report.

Trustee Hardin, Chair of the Campus Facilities & Construction Committee, brought forth, in the form of a motion and second, the Committee’s recommendation for approval of the Construction Manager at Risk (“CMAR”) delivery method for construction of a new parking garage at the Frisco Campus and a new Welcome Center at the McKinney Campus which are in Phase 3 of the 2017 Capital Improvement Program.

The motion was unanimously approved by the Board of Trustees of Collin College as presented.

2019-10-2-9 Resolution to Approve School Marshal Regulations

Discussion: Dr. Matkin, Collin College District President, gave the report.

On motion of Trustee Gomel and second from Trustee Moses, the Board of Trustees approved the resolution of the school marshal program regulations with Trustee Donald against.

2019-10-2-10 Discussion of the Addition of a Board Committee Regarding Mental Health

Discussion: District President Dr. Matkin and Board Trustees engaged in discussion regarding mental health services and the communication of those services to students and staff.

Chairman Dr. Robert Collins requested adding an agenda item at a future meeting reviewing Mental Health Services offered at Collin College.

2019-10-2-11 Approval of the Bid Report for October 2019

Discussion: Mr. Bassett, Collin College Chief Financial Officer, discussed the Bid Report for October 2019, which included six new solicitations, two contract renewals, and two contract revisions.

I.	NEW SOLICITATIONS	
	Purchase Request #1 - Window Cleaning Services	\$ 400,000
	Purchase Request #2 - Custodial Services for the Frisco Campus	2,252,700
	Purchase Request #3 - Job Order Contracting Services	1,000,000
	Purchase Request #4 - Temporary Food Personnel Services	400,000
	Purchase Request #5 - Co-Principal Investigator Services	59,940
	Purchase Request #6 - Furniture	390,000
	TOTAL OF NEW SOLICITATIONS	<hr/> 4,502,640 <hr/>
II.	CONTRACT RENEWALS	
	Purchase Request #7 - Property and Liability Insurance	676,392
	Purchase Request #8 - Printed T-shirts and Embroidered Polo Shirts	110,000
	TOTAL OF CONTRACT RENEWALS	<hr/> 786,392 <hr/>
III.	CONTRACT REVISIONS	
	Purchase Request #9 - Custodial Services at Frisco Campus	35,000
	Purchase Request #10 - Elevator Maintenance and Repair	175,000
	TOTAL OF CONTRACT REVISIONS	<hr/> 210,000 <hr/>
	GRAND TOTAL	<hr/> \$ 5,499,032 <hr/>

On motion of Trustee Menon and second of Trustee Gomel, the Board of Trustees of Collin County Community College District approved the October 2019 Bid Report as presented.

FOLLOW UP QUESTIONS FROM BOARD MEMBERS

The following questions and requests were addressed with remarks from District President Dr. Matkin with additional information provided in the board packet:

1. Trustee Stacey Donald Inquired Whether the College's Police Officer Starting Pay is Competitive
2. Trustee Stacey Donald Requested Information About Whether the College has a Parental Leave Policy
3. Trustee Fred Moses Requested Information on the College's Record of Minority Participation in Purchasing Contracts
4. Trustee Stacy Arias Inquired About the College's Historical Use of the Consent Agenda
5. Trustee Raj Menon Inquired Whether the College Conducts Any Training to Address Unconscious Bias
6. Trustee Fred Moses Requested Metrics Regarding the Connection Between Student Success and On-Campus Student Housing
7. Trustee Stacy Arias Inquired about UT-Dallas' Exclusion Zones

INFORMATION REPORTS

Statement of Net Position as of August and September 2019

Summaries of Current Funds Revenues & Expenses as of August and September 2019

Monthly Investment Report as of August and September 2019

Quarterly Investment Report as of August 31, 2019

AECOM Monthly Report for September 2019.

PRESIDENT'S AND BOARD ANNOUNCEMENTS

Comments on: Workshops, Seminars, and Conferences taking place at the College; Awards Received; Accomplishments, Appointments at the Local, State, and National Level; Published Articles and Newspaper Reports; and Upcoming Events.

ADJOURNMENT

Chairman Collins adjourned the October 22, 2019, meeting of the Board of Trustees of Collin County Community College District at 9:25 p.m.