

**COLLIN COUNTY COMMUNITY COLLEGE DISTRICT**  
**BOARD OF TRUSTEES**  
**Meeting Minutes**  
May 26, 2015

The Collin County Community College District ("Collin College" or "District") conducted its regular monthly Board of Trustees meeting on May 26, 2015, in Board Room 139, Collin Higher Education Center, with Chairman Mac Hendricks presiding. Trustees in attendance were Ms. Stacy Anne Arias, Dr. J. Robert Collins, Mr. Steve Cone, Mr. Andy Hardin, Ms. Jenny McCall, Mr. Adrian Rodriguez, and Ms. Nancy Wurzman. Trustee Larry Wainwright attended the executive session and left prior to the beginning of the open session to attend a ceremony for his daughter. Other attendees included District President H. Neil Matkin, Collin College administrators, faculty, students, staff, community members, and vendor representatives.

**CALL TO ORDER**

Chairman Hendricks called the May 26, 2015, meeting of the Board of Trustees of Collin County Community College District to order at 5:30 p.m. The Board met at the Collin Higher Education Center, 3452 Spur 399, McKinney, Texas 75069.

**ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION**

Chairman Hendricks recessed the meeting to closed session at 5:31 p.m. in Room 135, Board Conference Room, as authorized by Article 551.001, Texas Government Code, Sections 551.071 Consultations with Attorney; 551.072 Deliberations about Real Property; and 551.074 Personnel Matters.

**OPEN SESSION**

Chairman Hendricks reconvened the meeting at 7:00 p.m. in Board Room 139 and welcomed those in attendance. Chairman Hendricks called on Shirley Harmon, Executive Assistant to the President/Secretary to the Board of Trustees, to certify posting of the notice of the meeting.

**CERTIFICATION OF THE NOTICE OF THE MAY 26, 2015, MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**

Ms. Harmon certified the notice of the May 26, 2015, Collin County Community College District Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

**PLEDGES OF ALLEGIANCE**

Chairman Hendricks led the pledges of allegiance to the American and Texas flags.

**APPROVAL OF THE MINUTES OF THE APRIL 28, 2015, REGULAR MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**

On motion of Mr. Cone, seconded by Ms. Wurzman, the Board of Trustees of Collin County Community College District unanimously approved the minutes of its April 28, 2015, regular meeting.

## **APPROVAL OF THE MINUTES OF THE MAY 19, 2015, SPECIAL CALLED MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**

On motion of Dr. Collins, seconded by Ms. McCall, the Board of Trustees of Collin County Community College District unanimously approved the minutes of its May 19, 2015, special called meeting, which was held to canvass results of the May 9, 2015, election for Trustee Places 7, 8 and 9, and to order a runoff election for Place 7 on June 13, 2015.

### **OATH OF OFFICE, PLACES 8 AND 9**

Notary Public/Board Secretary Jenny McCall administered the oath of office to Dr. Bob Collins, Trustee Place 8 and Andy Hardin, Trustee Place 9, who were re-elected during the May 9, 2015, election. Dr. Collins and Mr. Hardin signed the Statement of Elected Officer prior to the swearing in and the Oath of Office documents after the ceremony. Chairman Hendricks presented both with a Certificate of Election and congratulated them. The term of office for Dr. Collin and Mr. Hardin is for a six-year period ending in 2021.

### **PUBLIC COMMENT**

No public comment was presented.

### **2015-5-2-1 Personnel Report for May 2015**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the following Personnel Report for May 2015.

On motion of Dr. Collins, seconded by Mr. Cone, the Board of Trustees of Collin County Community College District unanimously approved the Personnel Report for May 2015.

### **2015-5-2-1a Faculty Appointments**

BE IT RESOLVED, at the recommendation of the District President, that the Board of Trustees of Collin County Community College District approves the following faculty appointments:

<b><u>NAME</u></b>	<b><u>TITLE</u></b>	<b><u>DATE</u></b>	<b><u>DEPARTMENT</u></b>	<b><u>REASON</u></b>
Smriti Anand	Professor, Chemistry	08/11/15	Health & Natural Sciences, Emergency Svcs & Physical Ed	New
Jillian Beley	Professor, Speech	08/11/15	Academic Affairs	Replacement Eric Carlson
Joseph Elakodical	Professor, Mathematics	08/11/15	Math & Natural Sciences	New
Lisa Forrester	Professor, English	08/11/15	Academic Affairs, CHSBS	Replacement Carlton Clark
Kayla Gibbs	Professor, Environmental Science	08/11/15	Academic Affairs	New

Jay Gutzler	Professor, Mathematics	08/11/15	Math & Natural Sciences	New
Michael Harding	Professor, Political Science	08/11/15	Social & Behavioral Sciences	Replacement Loren Miller
Julie Hershenberg	Professor, Political Science (Temporary FT)	08/11/15	Social & Behavioral Sciences	New
Mervat Karout	Professor, Biology	08/11/15	Health & Natural Sciences, Emergency Svcs & Physical Ed	New
Kathleen Kayes-Wandover	Professor, Biology - A&P	08/11/15	Academic Affairs - STEM	New
Meagan McKeeman	Professor, Communication Design	08/11/15	Fine Arts	New
Camin Melton	Professor, English	08/11/15	Communication & Humanities	Replacement Shirley McBride
Angela Payne	Professor, Office Systems Technology	8/11/2015	Business and Computer Systems	Replacement Judy Livengood
Letha Clair Robertson	Professor, Art History	8/11/2015	Fine Arts	Replacement Elizabeth Siber
Julie Shipp	Professor, Art History	08/11/15	Fine Arts	New
James Smith	Professor, Environmental Science	08/11/15	Math & Natural Sciences	Replacement Costa Mazidji
Alaya Swann	Professor, English	08/11/15	Academic Affairs, CHSBS	New
Vijaya Velamakanni	Professor, Biology	08/11/15	Health & Natural Sciences, Emergency Svcs & Physical Ed	Replacement Jeanette Boylan
LaToya Watkins	Professor, English	08/11/15	Communication & Humanities	Replacement Jean M. Dauplaise

#### 2015-5-2-1b Staff Appointments

BE IT RESOLVED, at the recommendation of the District President, that the Board of Trustees of Collin County Community College District approves the following staff appointments:

<u>NAME</u>	<u>TITLE</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>REASON</u>
Danielle Bailey	Advisor	05/04/15	Academic Advising	New
Ehab Gabra	Operator/Maintenance Technician	05/04/15	Facility Plant Operations	Replacement Galen Carlock
Charlotte Leach	Accounts Payable Assistant II	05/11/15	Finance Services & Reporting	Replacement Georgia Tucker
Jaslyn Lue	Human Resources Generalist	05/18/15	Human Resources	Replacement Aniesha McClinton
Benjamin Miro	Instructional Technologist	05/04/15	Distance Learning	Replacement Ann Blackman
Keith Otto	SBDC Business Advisor	05/13/15	Academic & Workforce Development	Replacement Cesar Ruiz
Lisa Primrose	Admissions and Records Assistant	05/04/15	Admissions & Records	Replacement Amy Gray

#### 2015-5-2-1c Promotions/Laterals/Changes

BE IT RESOLVED, at the recommendation of the District President, that the Board of Trustees of Collin County Community College District approves the following promotions/laterals/changes:

<u>NAME</u>	<u>TITLE</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>REASON</u>
Susan Karlsen	N: Division Secretary O: Financial Aid/Veteran Affairs Specialist	05/11/15	N: Financial Aid, SCC O: Financial Aid, SCC	Promotion/ Replacement Lindy Henrie

#### 2015-5-2-1d Resignations/Terminations

BE IT RESOLVED, at the recommendation of the District President, that the Board of Trustees of Collin County Community College District approves the following resignations/terminations:

<u>EMPLOYEE</u>	<u>LAST DAY</u>	<u>SERVICE</u>	<u>TITLE</u>	<u>DEPARTMENT</u>
Stephanie Albertini	05/29/15	<1	Secretary I	Distance Learning

Heather O'Neil	05/08/15	2	Administrative Assistant	CTC Grants and Contracts
Diana Sukut	05/01/15	1	Career Coach	Emerging Technology Grants and Contracts

### **2015-5-2-2 First Reading of Board (Local) Policies**

WHEREAS, following a thorough review by administration of Board local policies proposed by the Texas Association of School Boards Policy Services, NOW THEREFORE

BE IT RESOLVED, that the following policies be offered for a first reading as required by Board policy.

Vice President Kim Davison presented proposed changes to the following board (local) policies:

DEE	(Local)	Compensation and Benefits – Expense Reimbursement
DLA	(Local)	Status of Employment – Evaluation
GF	(Local)	Student and Community Use of College District Facilities

No board action was required on the first reading and none was taken. Ms. Davison will incorporate suggested changes and the revised policies will be presented to the board for approval at its June 23, 2015, meeting.

### **2015-5-2-3 Approval to Amend Authorized Representatives for TexStar and TexPool Investments**

BE IT RESOLVED, at the recommendation of the District President, that the Board of Trustees of Collin County Community College District approves amending the authorized representatives for TexPool Investments and TexStar Investments.

On motion of Ms. Arias, seconded by Mr. Rodriguez, the Board of Trustees of Collin County Community College District unanimously approved amending the authorized representatives for TexPool Investments and TexStar Investments to include the following:

Ralph G. Hall  
Suzanne Armstrong  
Julie Bradley  
Barbara Jindra  
Lenora Gray

### **2015-5-2-4 Approval of Offers to Purchase Struck-off Properties**

BE IT RESOLVED, at the recommendation of the District President, that the Board of Trustees of Collin County Community College District approves private offers from Habitat for Humanity, Inc. to purchase struck-off properties.

District President Matkin noted that a review of the properties showed that neither location would be useful for District purposes. Chairman Hendricks explained that Dr. Matkin had implemented a new process of reviewing struck-off properties to see if they hold valid use for the college prior to presentation to the board for approval of sale.

On motion of Ms. Arias, second of Ms. Wurzman, the Board of Trustees of Collin County Community College District approved private offers from Habitat for Humanity, Inc. to purchase struck-off properties on a vote of seven (7) for and one (1) refusal. Ms. McCall refused herself from the vote. Locations and private offers:

717 Rike Street, McKinney, TX – Lots 13 & 14, Block 5, Gerrish Addition - \$27,000.00

1102 S. Railroad Street, McKinney, TX – Lot 5A & 6A, Block 5, Gerrish Addition - \$17,500.00

#### **2015-5-2-5 Approval of Private Bid for Struck-back Property**

BE IT RESOLVED, at the recommendation of the District President, that the Board of Trustees of Collin County Community College District approves the private bid for struck-back property Account Number R0759000108A1 in the amount of \$8,106.00, the property being part of Lot 108 of the Holiday Acres Subdivision located in Collin County, TX.

Dr. Matkin reported that the property held no use for the District.

On motion of Mr. Cone, second of Dr. Collins, the Board of Trustees of Collin County Community College District approved the private bid for struck-back property Account Number R0759000108A1 in the amount of \$8,106.00, the property being part of Lot 108 of the Holiday Acres Subdivision located in Collin County, TX, on a vote of seven (7) for and one (1) refusal. Ms. McCall refused herself from the vote.

#### **2015-5-2-6 Approval of Expenditure Reports for April 2015**

BE IT RESOLVED, at the recommendation of the District President, that the Board of Trustees of Collin County Community College District approves the Expenditure Reports for April 2015.

On motion of Ms. Arias, second of Mr. Cone, the Board of Trustees of Collin County Community College District unanimously approved the Expenditure Reports for April 2015 with cash disbursements totaling \$7,470,338.58.

#### **2015-5-2-7 Approval of Bid Report for May 2015**

BE IT RESOLVED, at the recommendation of the District President, that the Board of Trustees of Collin County Community College District approves the Bid Report for May 2015.

On motion of Mr. Rodriguez, second of Ms. McCall, the Board of Trustees of Collin County Community College District unanimously approved the Bid Report for May 2015.

District President Matkin highlighted Bid 3792 for copiers and said it would save the District \$344,105.00 over a five-year period.

Vice President/CFO Ralph Hall answered Trustee Hardin's question regarding restriping of parking lots by saying the low bid was a very good bid and that it was actually higher than the bid from the same company when they did restriping work previously. Mr. Hall also answered Dr. Collin's question about the scope of work under Bid 3700. He said that under the bid, 14 restrooms, four at the Spring Creek Campus and 10 at the Preston Ridge Campus, would have tile and fixtures replaced, and stainless steel partitions installed.

### **INFORMATION REPORTS**

Ralph Hall, District Vice President of Administrative Services/CFO presented the following information reports:

#### Budget Status Report as of 04/30/15

For the month ending April 30, 2015, expenditures exceeded revenue by \$4,816,890. However, year-to-date revenue exceeded expenditures by \$45,136,479. Mr. Hall said revenues and expenditures were where they should be for this point in the fiscal year.

#### Investment Schedule as of 04/30/15

Investments for the month of April had a cost of \$264,971,602 with TexPool paying .05% and TexStar paying 0.07%. Mr. Hall noted that agency investments were paying slightly higher than last month.

### **DISTRICT PRESIDENT 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; College Reports/Metrics and Upcoming Events.

#### **District President Matkin announced the following:**

1. Congratulations to Collin College Women's Tennis team for another Top 10 finish at the 2015 NJCAA Women's Division I Tennis National Championship in Tucson, Ariz. The team finished in eighth place. This marks the 25th straight year with a Top 10 finish. Congratulations to the team, Vice President/Director of Athletics Sherry Schumann, Coach Marty Berryman, Assistant Coach Rod Colman, and Assistant Susan Ketcham.
2. Three Collin College students were named NJCAA Region V North All-Academic Team selections. Noah Hill was selected for basketball, while Landon Ibbott and Brandon Yang both were selected for men's tennis. Student athletes must have a grade point average of at least 3.25 and have completed 36 hours of college credit to qualify for the honor. Congratulations to the students and to their coaches for instilling the value of strong academics.

3. The Collin College Engaged Employee SPIRIT Scholarship, which is funded by SPIRIT item sales each semester, has reached the endowment level by exceeding \$25,000. Since 2011, about 1,100 different employees and students have participated in this SPIRIT program, many purchasing items each semester. Thank you to everyone who has purchased a spirit item and to the Collin College Foundation Office and Vice President Kim Davison and her staff for organizing this extremely successful scholarship fundraiser.
4. More than 500 high school students attended the annual College Showcase and Career Fair hosted at Preston Ridge Campus by Collin College and Frisco ISD. Representatives from Collin College programs and 50 professionals from outside businesses participated. Thank you to those who helped organize the event including Frisco ISD, Vice President/Provost Brenda Kihl, Professors Karen Musa, Linda Wee, Ann Cervantes, Gary Wilson, John Hines, and Executive Assistant Renee Long.
5. The Spring Cybersecurity Conference at Preston Ridge Campus, April 25-26, drew 225 industry professionals, faculty members and students. The conference was hosted by the Engineering Technology Department, in conjunction with the North Texas regional Chapter of the Information Systems Security Association (ISSA) and the Collin College Student Chapter of the ISSA. Thank you to Vice President/Provost Brenda Kihl, Chapter President Cory Matthews, Chapter Secretary Brandon Dorgant, ISSA Advisor Jeremy Prince, and Engineering Technology Director Dave Galley.
6. Sandra Field, a spring 2014 Collin graduate, was chosen to participate in the Summer Undergraduate Research Program at UT-Southwestern for 2015. Sandra was chosen from among 1,200 applicants to work in the lab of Dr. Juan Pascual in the Department of Neuropediatrics. During summer 2014, Sandra was selected to participate in the summer undergraduate research experience program at UT-Dallas, working with Professor Mike Kilgard in the department of neuroscience.
7. In follow up to action taken by the board at its April meeting, we have been able to lock in electricity prices beginning May 1, 2016, that will save the District \$594,279 over a three year period.

**The Board of Trustees announced the following:**

Trustee Rodriguez asked Dr. Matkin to talk about Dr. Amina El-Ashmawy's recent accomplishment. Dr. Matkin said that Dr. El-Ashmawy was named a 2015 Piper Professor. He said she is a very gracious lady and he recently learned she had made 97 videos on chemistry, both short and long, to assist her students. He said she really is a "one-woman show" and the Piper Award was much deserved recognition.

Mr. Rodriguez said he had recently attended six pinning or graduation ceremonies plus the District's fantastic graduation ceremony. He said he is very proud of Collin's students, faculty and staff. He added that Collin College is an amazing place and he is privileged to be a part of it. Trustee Rodriguez bid a fond farewell to Trustee Cone and said he had done a great job in his time on the board.



Trustee Hardin said he appreciated the re-election and that it was an honor. He said he looked forward to working with the board during the next six years. He echoed Mr. Rodriguez's comments about Mr. Cone and said the board would miss him.

Trustee Arias said she appreciated the board's patience with her recent health issues. She thanked Trustee Cone and said she appreciated his service on the board.

Trustee Cone said he appreciated the opportunity to serve of the Board of Trustees and that he admired all that the board had done. He said the public does not get to see all the time and work that the board members put in, and that he was very impressed by their commitment. Mr. Cone said he was also impressed by what he had already seen of District President Matkin. He added that Collin College is one of the greatest places to work, teach and learn and that the Board of Trustees, District President, administrators, faculty and staff make that happen. He thanked everyone and said it had been a great pleasure to spend time with so many outstanding employees and students.

Trustee Wurzman echoed what Mr. Rodriguez said about the graduation ceremony. She said it is the public celebration of the success of our students and that it was an absolute privilege to shake the hands of the graduates. Ms. Wurzman thanked Trustee Cone for being a valued part of the process of hiring the District President and all the meetings that process entailed.

Trustee Collins said it was an honor to be re-elected and thanked everyone who voted for him. He told Mr. Cone that he appreciated his commitment and all of the hard work during the last several months. He said it was the most challenging period that board had ever encountered. Dr. Collins thanked everyone for the work and support.

Trustee McCall thanked Trustee Cone and said he did one of the most important things that the board would ever do in helping select the new District President.

Chairman Hendricks acknowledged Trustee Cone's service saying it was only a few months, but that indeed he had put in what was equivalent to a 6-year term in that short period of time. He said the board would always know that Mr. Cone had a big part in the efforts to choose the District President. Mr. Hendricks also thanked Mr. Cone for his military service.

## **ACKNOWLEDGEMENT**

District President Matkin acknowledged outgoing Faculty Council President Bryan Rasmussen. He said it was a privilege to work with Bryan. Dr. Matkin said Bryan was a "top notch" person and that the college was better because of his leadership.

## **ADJOURNMENT**

There being no further business, Chairman Hendricks adjourned the May 26, 2015, meeting of the Board of Trustees of Collin County Community College District at 7:37 p.m.