



NOTICE is hereby given that the Collin County Community College District Board of Trustees will hold its Regularly Scheduled Meeting on Tuesday, March 2, 2021, at the Collin Higher Education Center, 3452 Spur 399, McKinney, TX 75069 ("CHEC").

Locations

Collin Higher Education Center
McKinney, Texas

Courtyard Center
Plano, Texas

Frisco Campus

McKinney Campus

Plano Campus

Public Safety Training Center
McKinney, Texas

Rockwall Center

Technical Campus
Allen, Texas

Wylie Campus

iCollin

www.collin.edu

Board of Trustees

J. Robert Collins, Ph.D.,
Chair

Andrew Hardin,
Vice Chair

Jim Orr,
Secretary

Raj Menon, Ph.D.,
Treasurer

Stacy Anne Arias
Stacey Donald, Ph.D.

Greg Gomel
Fred Moses

Jay Saad

District President

H. Neil Matkin, Ed.D.
3452 Spur 399

P.O. Box 8021

McKinney, Texas
75070

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CALL TO ORDER 5:00 p.m., Board Room 139, CHEC.

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION

Adjournment to Board Conference Room 135, CHEC, for closed or executive session pursuant to the Texas Government Code Chapter 551.001 et seq., to wit:

Section 551.071 - Consultations with Attorney

- a. Discuss and receive legal advice regarding pending or contemplated litigation
- b. Consultation with college's attorney on a matter in which the attorney has an ethical duty of confidentiality

Section 551.074 - Personnel Matters

- a. Discuss employment, duties, evaluations, and/or reassignment of college personnel

RECONVENE REGULAR MONTHLY MEETING: 7:00 p.m., Board Room 139, CHEC.

Reconvene into regular session and take any action necessary as a result of the closed or executive session.

- 1. Pledges of Allegiance

PUBLIC COMMENT

Public comment cards are available and accepted on-site for one hour prior to the start of the meeting. Comment cards are not transferable to other speakers. Citizens may address agenda or non-agenda items in their public comments. Comments addressing agenda items will be heard at the beginning of the meeting, in order of the corresponding agenda item, for the allotted thirty minutes or until all agenda-related comments have been heard. If time remains within the allotted thirty minutes, comments addressing non-agenda items will be heard. All comments related to non-agenda items that are not heard during the allotted thirty minutes will be heard at the end of the Board Meeting. Speakers who submit public comment cards may have up to three minutes to address the Board. No presentation shall exceed three minutes, unless a translator is required, in which case up to six minutes can be used. The Board encourages but does not require delegations of more than five individuals to appoint one person to present the delegation's views before the Board.

CONSIDERATION OF CONSENT AGENDA

The purpose of the consent agenda is to allow the Board to identify and approve action items which require no additional information or discussion, and for which there is

unanimous approval. Trustees receive agenda materials four days in advance of the meeting to prepare for the business to be conducted.

Approval of March 2, 2021 Consent Agenda Items

2021-03-C1

Approval of the Minutes of the January 26, 2021 Regular Meeting and February 5, 2021 Emergency Meeting

2021-03-C2

Approval of the Personnel Report for February 2021

C2a. Faculty Appointments

C2b. Staff Appointments

C2c. Promotions and Lateral Changes

C2d. Resignations and Terminations

2021-03-C3

Approval of the Academic Calendar for the 2021-2022 Academic Terms

2021-03-C4

Approval to Increase the ID Card Replacement Fee for Faculty, Staff, and Students

2021-03-C5

Report Out of the Finance and Audit Committee and Consideration of Approval to Restate the Current Contract for the Collection of Delinquent Taxes with Abernathy, Roeder, Boyd & Hullett P.C. to Serve the District in the Collection of All Delinquent Ad Valorem Taxes, Penalties, and Interest Owed to the District, Pursuant to Texas Tax Code, Section 6.30, and Government Code 2254.1036

CONSIDERATION OF ACTION ON AGENDA ITEMS

2021-03-1

Report Out of the Organization, Education, and Policy Committee, First Reading of Local Board Policies

2021-03-2

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

2021-03-3

Report Out of the Campus Facilities and Construction Committee and Consideration of Approval of the District President to Finalize Negotiations and Execute a Contract for the Purchase and Installation of New Boilers, Pumps, and Piping at the Plano Campus

2021-03-4

Report Out of the Campus Facilities and Construction Committee and Consideration of Approval of the District President to Finalize Negotiations and Execute a Contract for Stormwater Drainage Repairs at the Plano Campus

2021-03-5

Report Out of the Finance and Audit Committee and Consideration of Approval of Tuition Rates Effective Fall 2021

2021-03-6

Report Out of the Finance and Audit Committee and Consideration of Approval for an Increase in Student Housing Fees

2021-03-7

Consideration of Approval of the Notice of Election for the May 1, 2021 Election

2021-03-8

Consideration of Approval of the Bid Report for February 2021

PUBLIC COMMENTS *(If required in accordance with HB 2840.)*

INFORMATION REPORTS

Annual Report of Attendance by Trustees at Board Meetings

Statement of Net Position as of January 31, 2020

Summaries of Current Funds, Revenue, & Expenses as of January 31, 2020

Monthly Investment Report as of January 31, 2020

AECOM Monthly Report for January 2021

PRESIDENT'S AND BOARD ANNOUNCEMENTS

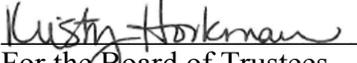
Comments on: Workshops, Seminars, and Conferences taking place at the College; Awards Received; Accomplishments, Appointments at the Local, State, and National Level; Published Articles and Newspaper Reports; and Upcoming Events.

ANNOUNCEMENTS/ADJOURNMENT

*Dr. J. Robert Collins
Chairman, Board of Trustees*

**AS REQUIRED BY STATE LAW, this meeting is open to the public, but please exercise public health precautions when considering whether to attend. The District may utilize social distancing efforts within the Board Room to reduce physical proximity of attendees. Therefore, members of the public who wish to watch the Board Meeting in real time via live stream may do so by clicking on the "Live Stream and Videos" tab at the following link:
https://www.collin.edu/leadership/board_of_trustees.html.**

I certify that the notice for this meeting and work session were posted on February 24, 2021 at 3:00 p.m., in compliance with the Texas Open Meetings Act.


For the Board of Trustees

CONSENT AGENDA ITEMS TO BE CONSIDERED

2021-03-C1	Approval of the Minutes of the January 26, 2021 Regular Meeting and February 5, 2021 Emergency Meeting	pg. 6
2021-03-C2	Approval of the Personnel Report for February 2021	pg. 12
2021-03-C3	Approval of the Academic Calendar for the 2021-2022 Academic Terms	pg. 52
2021-03-C4	Approval to Increase the ID Card Replacement Fee for Faculty, Staff, and Students	pg. 54
2021-03-C5	Report Out of the Finance and Audit Committee and Consideration of Approval to Restate the Current Contract for the Collection of Delinquent Taxes with Abernathy, Roeder, Boyd & Hullett P.C. to Serve the District in the Collection of All Delinquent Ad Valorem Taxes, Penalties, and Interest Owed to the District, Pursuant to Texas Tax Code, Section 6.30, and Government Code 2254.1036	pg. 56

March 2, 2021

SUBJECT:

Approval of the Minutes of the January 26, 2021 Regular Meeting and February 5, 2021 Emergency Meeting

RECOMMENDATION:

The District President recommends approval of the minutes of the January 26, 2021 Regular Meeting and February 5, 2021 Emergency Meeting.

RESOURCE PERSONNEL:

Kristy Horkman, Executive Assistant to the District President/Secretary to the Board

ATTACHMENTS:

- A) January 26, 2021 Regular Meeting Minutes
- B) February 5, 2021 Emergency Meeting Minutes

Respectfully Submitted By:



Kristy Horkman, Executive Assistant to the District President/Secretary to the Board

**Minutes of Regular Meeting
January 26, 2021**

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

Collin County Community College District conducted a Work Session and its Regular Monthly Board of Trustees meeting on Tuesday, January 26, 2021, at the Collin Higher Education Center, 3452 Spur 399, McKinney, TX 75069 ("CHEC"), with Chairman Dr. Robert Collins presiding. Trustees in attendance were Dr. Robert Collins, Mr. Andy Hardin, Mr. Jim Orr, Dr. Raj Menon, Mr. Greg Gomel, Mr. Jay Saad and Mr. Fred Moses. Dr. Stacey Donald and Ms. Stacy Arias were absent.

WORK SESSION

With a quorum of the Board of Trustees present, Chairman Collins called the Work Session to order at 5:30 p.m. in Board Conference Room 135 at CHEC.

DISCUSSION ITEMS

1. Fall-to-Fall Outcomes - Sherry Schumann, Ph.D., Executive Vice President

CONVENE REGULAR MEETING: Board Room 139, CHEC.

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION

Chairman Collins adjourned the regular meeting to Board Conference Room 135 for Closed or Executive Session pursuant to the Texas Government Code Section 551.001 at 6:27 p.m.

Section 551.071 - Consultations with Attorney

- a. Discuss and receive legal advice regarding pending or contemplated litigation
- b. Consultation with college's attorney on a matter in which the attorney has an ethical duty of confidentiality

Section 551.074 - Personnel Matters

- a. Discuss employment, duties, evaluations, and/or reassignment of college personnel

RECONVENE REGULAR MEETING: 7:12 p.m., Board Room 139, CHEC.

1. Pledges of Allegiance

PUBLIC COMMENT

There were no public comments.

Approval of the January 26, 2021 Consent Agenda

2021-01-C1 Approval of the Minutes of the December 8, 2020 Regular Meeting

2021-01-C2 Approval of the Personnel Report for January 2021

2021-01-C3 Approval of Course Fee Request and/or Modification for Summer 2021

2021-01-C4 Approval to Authorize the District President to Enter into an Agreement with Collin County Election Services and Appointing the Chief Deputy Early Voting Clerk

2021-01-C5 Approval to Authorize the District President to Enter into Joint Election Agreements

On motion of Trustee Gomel, and second of Trustee Menon, the January 26, 2021 Consent Agenda was approved by a vote of 7-0.

CONSIDERATION OF ACTION ON AGENDA ITEMS

2021-01-1 Report Out of the Organization, Education, and Policy Committee, First Reading of Local Board Policies: *BBE(Local) - Board Members - Authority; BE(Local) - Policy and Bylaw Development; DHC(Local) - Employee Standards of Conduct - Child Abuse and Neglect Reporting; EFB(Local) - Curriculum Design - Degrees and Certificates - ADD*

Discussion: Trustee Orr, Chair of the Organization, Education, and Policy Committee, brought forth a first reading of local board policies.

No action was required.

2021-01-2 Report Out of the Organization, Education, and Policy Committee, Second Reading and Consideration of Approval of Local Board Policies: *BBC(Local Board Members - Vacancies and Removal from Office; BDB(Local) Board Meetings - Public Participation; CGC(Local) Safety Program - Emergency Plans and Alerts; CHA(Local) Site Management – Security; DBD(Local) Employment Requirements and Restrictions - Conflict of Interest; EFCD(Local) Special Programs - High School Equivalency Testing Centers*

Discussion: 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 the second reading and approval of Local Board policies.

The motion was approved as presented by a vote of 7-0.

2021-01-3 Report Out of the Campus Facilities and Construction Committee and Consideration of Approval of the Guaranteed Maximum Price #2 ("GMP" #2) from Skanska USA Building, Inc. ("Skanska") for the Construction of the New Welcome Center Building and Building Renovations at the Main Academic Building at the McKinney Campus

Discussion: Trustee Hardin, Chair of the Campus Facilities and Construction Committee, brought forth, in the form of a motion and second, the Committee's consideration of approval of the Guaranteed Maximum Price #2 ("GMP" #2) from Skanska USA Building,

Inc. (“Skanska”) for the Construction of the New Welcome Center Building and Building Renovations at the Main Academic Building at the McKinney Campus.

The motion was approved as presented by a vote of 7-0.

2021-01-4 Report Out of the Campus Facilities and Construction Committee Discussion of Audit Services for the Construction Manager-at-Risk (“CMAR”) Monthly Pay Applications (“PayApps”)

Discussion: Trustee Hardin, Chair of the Campus Facilities and Construction Committee, brought forth the Committee’s Discussion of Audit Services for the Construction Manager-at-Risk (“CMAR”) Monthly Pay Applications (“PayApps”).

No action was required.

2021-01-5 Consideration of Approval to Authorize the District President to Explore Potential Property Acquisition from the City of McKinney and the McKinney Economic Development Corporation (MEDC) Around the Collin Higher Education Center (CHEC)

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

2021-01-6 Consideration of Approval to Order an Election

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

2021-01-7 Consideration of Approval Granting Extension of Temporary Authority to the District President to Implement Measures as Needed for the Health, Safety, and Well-Being of College Students and Employees, Secure the College’s Academic Integrity, and Support the Ongoing Operations and Workforce of the College

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

2021-01-8 Consideration of Approval of the Bid Report for January 26, 2021

Discussion: Melissa Irby, Chief Financial Officer, presented the Bid Report for January 26, 2021, which included four new solicitations and five contract renewals.

I. NEW SOLICITATIONS

Purchase Request #1		
On-Demand Online Proctoring Services	\$	325,000
Purchase Request #2		
Backup Systems		200,000
Purchase Request #3		
Promotional Products		1,000,000
Purchase Request #4		
Industrial Automation Training & Equipment		200,000
TOTAL OF NEW SOLICITATIONS	\$	1,725,000

II. CONTRACT REVISIONS

Purchase Request #5		
Elevator Maintenance and Repair	\$	200,000
Purchase Request #6		
Software		80,000
Purchase Request #7		
Help Desk Services		110,000
Purchase Request #8		
Classroom Lecterns		60,000
Purchase Request #9		
Temporary Food Service Personnel	\$	<u>1,100,000</u>
TOTAL OF CONTRACT REVISIONS	\$	<u>1,550,000</u>
GRAND TOTAL	\$	<u><u>3,275,000</u></u>

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

INFORMATION REPORTS

- Internal Audit Report – Return of Title IV
- Statement of Net Position as of November 30, 2020
- Statement of Net Position as of December 31, 2020
- Summaries of Current Funds, Revenue, & Expenses as of November 30, 2020
- Summaries of Current Funds, Revenue, & Expenses as of December 31, 2020
- Monthly Investment Report as of November 30, 2020
- Monthly Investment Report as of December 31, 2020
- Gifts-In-Kind for November, 2020
- Gifts-In-Kind for December, 2020
- Quarterly Investment Report as of November 30, 2020
- Quarterly Grand Budget Amendments as of November 30, 2020
- Quarterly Purchasing Report as of November 30, 2020
- Quarterly Foundation Report as of November 30, 2020
- Annual Investment Report as of August 31, 2020
- AECOM Monthly Report for November 2020
- AECOM Monthly Report for December 2020

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

Chairman Collins adjourned the meeting of the Board of Trustees of Collin County Community College District at 7:56 p.m.

**Minutes of Emergency Meeting
February 5, 2021**

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

Collin County Community College District conducted an Emergency Board of Trustees meeting on Friday, February 5, 2021, at the Collin Higher Education Center, 3452 Spur 399, McKinney, TX 75069 ("CHEC"), with Chairman Dr. Robert Collins presiding. Trustees in attendance were Dr. Robert Collins, Mr. Andy Hardin, Mr. Jim Orr, Dr. Raj Menon, Mr. Greg Gomel, Mr. Jay Saad and Mr. Fred Moses. Dr. Stacey Donald and Ms. Stacy Arias were absent.

CONVENE EMERGENCY MEETING: 5:01 p.m., Board Room 139, CHEC.

1. Pledges of Allegiance

PUBLIC COMMENT

The following individuals made public comments: Betsy Friauf, Emma Walters, Brianna Kathleen Day, Scott Hilton, Justin Dumlao, Courtney Brooks, Diana Sage, Amanda Massengale, Valerie Adams, Tatiana Oney, John Petty, Michael Phillips, and Paul Day.

CONSIDERATION OF ACTION ON AGENDA ITEM

2021-01-1 Consideration of Approval of Change Order #1 for the Construction Manager-At-Risk Contract with Skanska Building USA, Inc. ("Skanska") for the Construction of the Alumni Hall Fire Lane at the Frisco Campus

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

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION

Chairman Collins adjourned the emergency meeting to Board Conference Room 135 for Closed or Executive Session pursuant to the Texas Government Code Section 551.001 at 5:44 p.m.

Section 551.072 - Deliberation about Real Property

- a. Discuss on-going and potential college campus projects

Section 551.071 - Consultations with Attorney

- a. Discuss and receive legal advice regarding pending or contemplated litigation
- b. Consultation with college's attorney on a matter in which the attorney has an ethical duty of confidentiality

ADJOURNMENT

Chairman Collins adjourned the emergency meeting of the Board of Trustees of Collin County Community College District at 7:23 p.m.

March 2, 2021

SUBJECT:

Approval of the Personnel Report for February 2021

RECOMMENDATION:

The District President recommends approval of the Personnel Report for February 2021:

- 9 Faculty Appointments
- 14 Staff Appointments
- 12 Promotions/Lateral Changes
- 10 Resignations/Terminations

RESOURCE PERSONNEL:

Floyd Nickerson, Chief Human Resources Officer

ATTACHMENTS:

- A) Faculty Appointments
- B) Staff Appointments
- C) Promotions/Lateral Changes
- D) Resignations/Terminations

Respectfully Submitted By:



Floyd Nickerson
Chief Human Resources Officer

Collin County Community College District Board of Trustees

Personnel Report: Faculty Appointments.

The following are Faculty Appointments for February 2021.

NAME	TITLE	DATE	DEPARTMENT	REASON	SALARY
Cody Bagshaw	Professor, HVAC	01/06/21	Academic Affairs	New position	\$53,976
Colby Craddock	Professor, Welding	01/19/21	Academic Affairs	New position	\$54,642
James Freedle	Professor, Cybersecurity	01/14/21	Academic Affairs	Replacement Mike Boyd	\$64,893
Cesar Lopez-Maldonado	Professor, Welding	01/19/21	Academic Affairs	New position	\$52,545
Cody Martin	Professor, Welding	01/19/21	Academic Affairs	New position	\$53,326
Arceonul Moore	Professor, Cybersecurity	01/12/21	Academic Affairs	New position	\$53,713
Venkatesan Packirisamy	Professor, Cybersecurity	01/12/21	Academic Affairs	New position	\$54,626
Houston Polasek	Professor, HVAC	01/19/21	Academic Affairs	New position	\$54,626
Gary Stevens	Professor, Carpentry	01/25/21	Academic Affairs	Replacement Charles Long	\$85,192

BACK-UP INFORMATION

NAME: Cody Bagshaw
ADDRESS: Princeton, TX
POSITION: Professor, HVAC
DEPARTMENT: Academic Affairs, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	08/20 – 12/20	Adjunct Professor, HVAC
Arctic Air Heating and Cooling	04/16 – 12/20	HVAC-R Technician
Western States AC	05/12 – 04/14	Foreman
Western States AC	05/10 – 08/11	Installer

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Collin College	2020	A.A.S., Heating, Ventilation, and Air Conditioning

BACK-UP INFORMATION

NAME: Colby Craddock
ADDRESS: Rowlett, TX
POSITION: Professor, Welding
DEPARTMENT: Academic Affairs, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	10/20 – 01/21	Coordinator, Welding Technology Lab
Lincoln College of Technology	12/19 – 01/21	Welding Instructor
University of Texas at Tyler	01/17 – 12/19	Adjunct Professor, Welding
Nexstream, Inc.	01/12 – 10/19	Welder and Fitter
University of Texas at Tyler	01/15 – 05/17	Graduate Research and Teaching Assistant
DeMousett Inspections	05/15 – 12/15	Home Inspection Assistant, Part-time

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Texas at Tyler	2017	M.S., Kinesiology
University of Texas at Tyler	2014	B.S., Kinesiology

BACK-UP INFORMATION

NAME: James Freedle
ADDRESS: Savannah, TX
POSITION: Professor, Cybersecurity
DEPARTMENT: Academic Affairs, Frisco Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	08/18 – 12/20	Professor, Cybersecurity (Temporary)
CareerBuilder, LLC	04/14 – 10/17	Security Engineer II
CareerBuilder, LLC	02/07 – 04/14	Database Administrator II

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Colorado Technical University	2019	D.C.S., Cybersecurity
Keller Graduate School of Management	2006	M.S., Information Systems Management
DeVry University	2004	B.S., Computer Information Systems

BACK-UP INFORMATION

NAME: Cesar Lopez-Maldonado
ADDRESS: Grand Prairie, TX
POSITION: Professor, Welding
DEPARTMENT: Academic Affairs, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Benchmark Metal Services, Inc.	06/15 – 01/21	Welder
Collin College	08/20 – 12/20	Adjunct Professor, Welding
United States Army	01/10 – 01/18	Commissioned Officer, Part-time
Southern Welding	06/14 – 05/15	Welder

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Texas at Dallas	2020	B.S., Mechanical Engineering
North Lake College	2017	A.S., Mechanical Engineering
Mountain View College	2014	Welding Technology Certification

BACK-UP INFORMATION

NAME: Cody Martin
ADDRESS: Sanger, TX
POSITION: Professor, Welding
DEPARTMENT: Academic Affairs, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
North Central Texas College	06/17 – 01/21	Welding Instructor
Collin College	08/20 – 12/20	Adjunct Professor, Welding
Klean Environmental Air	02/16 – 05/17	Welder
Affordable Auto Repair	01/12 – 01/16	Contract Welder, Part-time

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Texas at Dallas	2020	B.A.A.S., Business
North Central Texas College	2015	A.A.S., Welding Technology

BACK-UP INFORMATION

NAME: Arceonul Moore
ADDRESS: Addison, TX
POSITION: Professor, Cybersecurity
DEPARTMENT: Academic Affairs, Frisco Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
State Farm Insurance	10/18 – 01/21	Threat Intelligence Analyst
Western Nebraska Community College	08/19 – 05/20	Adjunct Professor, Cybersecurity
Brown Smith Wallace, LLC	06/17 – 09/18	IT Security Analyst
Verizon	07/14 – 05/17	Cybersecurity Specialist

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Maryville University	2018	M.S., Cybersecurity
Southern Illinois University	2013	B.S., Business Administration

BACK-UP INFORMATION

NAME: Venkatesan Packirisamy
ADDRESS: Frisco, TX
POSITION: Professor, Cybersecurity
DEPARTMENT: Academic Affairs, Frisco Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	08/20 – 12/20	Adjunct Professor, Cybersecurity
Boeing	10/17 – 12/20	Cybersecurity Architect
Walmart	08/16 – 09/17	Senior Manager, Information Security
Cognizant Technology Solutions	01/08 – 07/16	Senior Manager

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Anna University	2013	B.S., Information Technology

BACK-UP INFORMATION

NAME: Houston Polasek
ADDRESS: Josephine, TX
POSITION: Professor, HVAC
DEPARTMENT: Academic Affairs, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Remington College	03/18 – 12/20	HVAC Instructor
Advent Air Conditioning, Inc.	06/17 – 10/17	HVAC Technician
United Mechanical, Inc.	03/14 – 08/15	HVAC Technician
Polasek Air Systems, Inc.	01/09 – 02/14	HVAC Contractor

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Abilene Christian University	1985	B.S., Geology
Texas Department of Licensing and Regulation	2018	Air Conditioning and Refrigeration Contractor License
Texas Engineering Extension Service	2004	Universal Technician and EPA Certificate

BACK-UP INFORMATION

NAME: Gary Stevens
ADDRESS: Frisco, TX
POSITION: Professor, Carpentry
DEPARTMENT: Academic Affairs, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Highland Homes	01/14 – 01/21	Construction Manager
Collin College	06/19 – 12/20	Adjunct Professor, Carpentry
Efficient-Tec International, LLC	01/13 – 12/14	Ornamental Metal Stair and Railing Designer
Pebcor Corporation	01/13 – 12/13	Design Manager
Conic, LLC	01/09 – 12/12	Owner/Operator

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Johnson & Wales University	2012	M.B.A., Organizational Leadership
Johnson & Wales University	2010	B.S., Management

Collin County Community College District Board of Trustees

Personnel Report: Staff Appointments.

The following are Staff Appointments for February 2021.

NAME	TITLE	DATE	DEPARTMENT	REASON	SALARY
Jessica Beckwith	Technology Specialist	02/01/21	Campus Technology Services	Replacement Patrick Schaefer	\$44,181
Emily Bristow	Coordinator, Alternative Formats ACCESS (Grant-funded)	01/11/21	Grants and Contracts	New position	\$44,614
Tafadzwa Chidzungu	Admissions and Records Assistant	01/11/21	Admissions and Advising	Replacement Aasha Tyagi	\$32,520
Michael Graff	Electrician Journeyman	01/25/21	Facilities Operations	New position	\$46,992
Abigail Hall	Admissions and Records Assistant	01/11/21	Admissions and Advising	Replacement Jeanna Francis	\$32,367
Brent Hamilton	Assistant to the Executive Dean	02/08/21	Academic Affairs	New position	\$42,702
Diane Kendall	Administrative Assistant	01/11/21	Academic Affairs	Replacement Gary Goldgar	\$35,853
Xiaolei Lohse-Liu	Manager, Grant Accounting	01/25/21	Financial Services	Replacement Cynthia Cammuse	\$71,220
Oluwagbeminiyi Ojelabi	Lab Assistant, HVAC Technology	01/11/21	HVAC	New position	\$35,280
Jaclyna Perez	Instructional Technologist	01/11/21	eLearning Centers	Replacement Andrew Campbell	\$53,035
Jessica Robinson	College and Career Counselor	02/08/21	Dual Credit	Replacement Traci Moore	\$51,378
Matthew Stilson	Instructional Technologist	01/11/21	eLearning Centers	Replacement Summer Helm	\$49,957
Andrea Stoglin	Administrative Assistant	01/25/21	iCollin	New position	\$36,882
Steven Vance	Technology Specialist	02/08/21	Campus Technology Services	New position	\$45,264

BACK-UP INFORMATION

NAME: Jessica Beckwith
CITY / STATE: Rockwall, TX
POSITION: Technology Specialist
DEPARTMENT: Campus Technology Services, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	04/17 – 01/21	Technology Specialist, Part-time
La Madeline	11/16 – 07/17	Service Assistant, Part-time
Kroger	11/15 – 11/16	Supervisor
Kroger	08/15 – 11/15	Cashier, Part-time

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Collin College	2013	A.A., General Studies

BACK-UP INFORMATION

NAME: Emily Bristow
ADDRESS: Plano, TX
POSITION: Coordinator, Alternative Formats ACCESS (Grant-Funded)
DEPARTMENT: Grants and Contracts, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
The Bair Foundation	07/19 – 01/21	Secretary
Texas Tech University Press	03/16 – 05/17	Student Business Assistant
Christian Village	05/14 – 12/14	Receptionist

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Texas Tech University	2018	B.A., History and English

BACK-UP INFORMATION

NAME: Tafadzwa Chidzungu
ADDRESS: Melissa, TX
POSITION: Admissions and Records Assistant
DEPARTMENT: Admissions and Advising, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Preston Endoscopy Center	07/15 – 01/21	Endoscopy Technician, Part-time
Collin College	07/14 – 01/21	Admissions and Records Assistant, Part-time
Medical City of Frisco	08/14 – 02/20	Hostess, Part-time

BACK-UP INFORMATION

NAME: Michael Graff
ADDRESS: Celina, TX
POSITION: Electrician Journeyman
DEPARTMENT: Facilities Operations, CHEC

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Redwood Electric Group	01/18 – 01/20	Foreman
International Brotherhood of Electrical Workers, Local Union #617	01/06 – 12/17	Electrician Journeyman

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Texas Department of Licensing and Regulation	2020	Journeyman Electrician Certification
San Mateo County Electrical Joint Apprenticeship and Training Center	2006	Journeyman Wireman Certification

BACK-UP INFORMATION

NAME: Abigail Hall
ADDRESS: Little Elm, TX
POSITION: Admissions and Records Assistant
DEPARTMENT: Admissions and Advising, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Allied Universal Security	02/20 – 01/21	Security Officer
Target	06/19 – 09/19	Team Member, Specialty Sales
United States Marine Corps	09/15 – 05/19	Intelligence Analyst
JC Penney	10/12 – 05/15	Customer Services Representative

BACK-UP INFORMATION

NAME: Brent Hamilton
ADDRESS: Farmersville, TX
POSITION: Assistant to the Executive Dean
DEPARTMENT: Academic Affairs, Farmersville Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Austin College	09/19 – 02/21	Director, Enrollment Systems
University of Texas at Dallas	11/16 – 08/19	Enrollment Services Advisor II

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Texas at Dallas	2015	B.A., International Political Economy

BACK-UP INFORMATION

NAME: Diane Kendall
ADDRESS: Richardson, TX
POSITION: Administrative Assistant
DEPARTMENT: Academic Affairs, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	02/20 – 01/21	Administrative Assistant, Part-time
Real Manage	02/19 – 01/21	Accounts Payable Processor, Part-time
East Coast Builders Conference	01/18 – 07/18	Administrative Assistant
Canyon Creek Christian Academy	04/12 – 07/17	Finance Administrator

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Baylor University	1986	B.B.A., Management and International Business

BACK-UP INFORMATION

NAME: Xiaolei Lohse-Liu
ADDRESS: Allen, TX
POSITION: Manager, Grant Accounting
DEPARTMENT: Financial Services, CHEC

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Dallas County Auditor's Office	01/14 – 07/20	Internal Auditor III
Dallas County Auditor's Office	01/13 – 12/13	Internal Auditor II
Sears Holding Corporation	01/08 – 01/10	Accountant

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Texas at Dallas	2008	M.S., Accounting and Information Management
University of Texas at Dallas	2006	B.S., Accounting and Information Management
Institute of Internal Auditors	2019	Certified Internal Auditor

BACK-UP INFORMATION

NAME: Oluwagbeminiyi Ojelabi
ADDRESS: Plano, TX
POSITION: Lab Assistant, HVAC Technology
DEPARTMENT: HVAC, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Chrome AC	07/19 – 08/20	Lead HVAC Installer and Technician
Murphy's Home Services	12/17 – 06/19	Lead HVAC Installer
Peaden AC	11/16 – 11/17	Lead HVAC Installer
Terry's Heating & AC, Inc.	04/16 – 10/16	HVAC Installer
Billy's AC	01/16 – 03/16	HVAC Helper
Seven-Up Bottling Company	01/14 – 12/15	Reliability Engineer
Seven-Up Bottling Company	01/12 – 12/13	Line Shift Engineer
Seven-Up Bottling Company	01/11 – 12/11	IT System Support and Intern

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Okaloosa Technical College	2017	Air Conditioning, Refrigeration, and Heating Certification

BACK-UP INFORMATION

NAME: Jaclyna Perez
ADDRESS: Sierra Vista, AZ
POSITION: Instructional Technologist
DEPARTMENT: eLearning Centers, Frisco Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
United States Army	03/19 – 01/21	Instructional Systems Specialist
United States Army	07/17 – 03/19	Instructional Designer
Health Management Systems Inc.	02/15 – 07/17	Desktop Publishing Specialist
Victor Technologies	11/14 – 02/15	Technical Writer
St. Rita Catholic School	10/13 – 10/14	Substitute Teacher, Part-time

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Texas A&M University, Commerce	2016	M.S., Education Technologies and Leadership
University of Texas at San Antonio	2007	B.A., English
University of California, Berkley Extension	2014	Post Baccalaureate Certificate, Writing

BACK-UP INFORMATION

NAME: Jessica Robinson
ADDRESS: Denton, TX
POSITION: College and Career Counselor
DEPARTMENT: Dual Credit, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
University of North Texas	10/19 – 01/21	Senior Academic Counselor
Baylor University	08/17 – 01/19	Research Assistant, Part-time
Baylor University	08/17 – 01/18	Adjunct Professor, Educational Leadership
McLennan Community College	08/16 – 01/17	Assessment Coordinator, Part-time
McLennan Community College	08/14 – 01/17	Academic Advisor, Part-time
McLennan Community College	08/15 – 01/16	Assistant Career Services Associate, Part-time
McLennan Community College	08/14 – 01/15	New Student Orientation Coordinator, Part-time

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Baylor University	2019	Ph.D., Higher Education Studies
Baylor University	2014	M.S., Higher Education and Student Affairs
Fuller Theological Seminary	2012	M.Div., Youth, Family, and Culture
Whitworth University	2008	B.A., Theology

BACK-UP INFORMATION

NAME: Matthew Stilson
ADDRESS: Fairview, TX
POSITION: Instructional Technologist
DEPARTMENT: eLearning Centers, McKinney Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Southern Methodist University	04/18 – 01/21	Electronic Media Technician
Freeman Audio Video	03/17 – 04/18	Digital Media Specialist
Swagit Productions	09/15 – 03/17	Supervisor, Video Department

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of North Texas	2013	B.A., Radio, Television, and Film

BACK-UP INFORMATION

NAME: Andrea Stoglin
ADDRESS: Richardson, TX
POSITION: Administrative Assistant
DEPARTMENT: iCollin, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
SMU Catholic Campus Ministry	08/19 – 08/20	Administrative Assistant
The Joule Hotel	08/18 – 08/19	Spa Coordinator
Harwood International	06/17 – 02/18	Catering Administrator
Cumulus Media	10/14 – 02/17	Front Desk Receptionist
Cosmetic Sales	06/12 – 08/14	Customer Service Representative

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Sam Houston State University	2014	B.A., Journalism and Communication

BACK-UP INFORMATION

NAME: Steven Vance
ADDRESS: McKinney, TX
POSITION: Technology Specialist
DEPARTMENT: Campus Technology Services, Courtyard Center

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Mobile Technologies Inc.	04/19 – 01/21	Team Lead, Field Technician
New Horizons Computer Learning Centers	01/18 – 08/18	Student and Professional Development Technician
Misys	09/15 – 05/17	Technical Software Analyst
The ACTIVE Network	08/14 – 08/15	Client Application Specialist

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Texas at Dallas	2014	B.A., Technology
New Horizons Computer Learning Centers	2018	Network Systems Administrative Professional Program Certificate

Collin County Community College District Board of Trustees

Personnel Report: Promotions and Lateral Changes.

The following are Promotions and Lateral Changes for February 2021.

<u>NAME</u>	<u>TITLE</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>SALARY</u>
Daniel Aquino	N: Operator/Maintenance HVAC Technician O: Operator/Maintenance HVAC Technician Trainee	02/01/21	N: Physical Plant Support Services O: Physical Plant Support Services	New position	N: \$41,964 O: \$39,555
Brandon Barnhart	N: Manager, Math Lab O: Lab Instructor, Math	01/11/21	N: Math Lab O: Math Lab	Replacement Dennis Keeton	N: \$65,032 O: \$61,776
Kathleen Bouchez	N: Supervisor, Accounts Payable O: Coordinator, Accounts Payable	02/01/21	N: Financial Services O: Financial Services	Replacement Coleen Schwyzer	N: \$55,969 O: \$44,332
Melisa Cotton	N: Manager, Financial Aid O: Financial Aid/VA Data Technician	02/01/21	N: Financial Aid O: Financial Aid	New position	N: \$59,052 O: \$55,796
Traci DeRose	N: Collin Police Lieutenant O: Interim Collin Police Lieutenant	02/01/21	Police	Promotion	N: \$88,501 O: \$83,744
Michael Jeffrey	N: Maintenance Painter/Carpenter O: Plant Operations Worker	02/01/21	N: Physical Plant Support Services O: Physical Plant Support Services	New position	N: \$42,464 O: \$40,319
Donald Mewbourn	N: Collin Police Lieutenant O: Interim Collin Police Lieutenant	02/01/21	Police	Promotion	N: \$88,501 O: \$84,047
Townsen Nelson	N: Help Desk Technician O: eLearning Assistant	01/19/21	N: Campus Technology Services O: eLearning Centers	New position	N: \$40,447 O: \$33,521
Vidhi Patel	N: Help Desk Technician O: eLearning Assistant	01/19/21	N: Campus Technology Services O: eLearning Centers	New position	N: \$39,514 O: \$34,645
Amber Schmid	N: Manager, Financial Aid Programs O: Financial Aid/VA Data Technician	02/01/21	N: Financial Aid O: Financial Aid	Replacement Caroline Jones	N: \$59,120 O: \$55,531
Kyle Shaw	N: Operator/Maintenance HVAC Technician Trainee O: Plant Operations Worker	02/01/21	N: Physical Plant Support Services O: Physical Plant Support Services	New position	N: \$39,851 O: \$37,578
Jana Walker	N: Assistant Director, Accounting O: Accountant	12/01/20	N: Financial Services O: Financial Services	New position	N: \$80,091 O: \$60,569

BACK-UP INFORMATION

NAME: Daniel Aquino
ADDRESS: Plano, TX
POSITION: Operator/Maintenance HVAC Technician
DEPARTMENT: Physical Plant Support Services, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	02/20 – 01/21	Operator/Maintenance HVAC Technician Trainee
Collin College	11/14 – 01/20	Plant Operations Worker
Leo's Auto Repair	01/13 – 01/20	Mechanic Helper, Part-time
Home Depot	06/15 – 02/16	Home Depot Associate, Part-time

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Penn Foster College	2017	HVAC-R Technician Certification

BACK-UP INFORMATION

NAME: Brandon Barnhart
ADDRESS: Plano, TX
POSITION: Manager, Math Lab
DEPARTMENT: Math Lab, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	04/14 – 01/21	Lab Instructor, Math
Collin College	11/12 – 03/14	Math Lab Specialist, Part-time
Study Island	07/07 – 11/12	Associate Editor

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of North Texas	2017	M.S., Educational Psychology
Stephen F. Austin University	2002	B.S., Mathematics

BACK-UP INFORMATION

NAME: Kathleen Bouchez
ADDRESS: McKinney, TX
POSITION: Supervisor, Accounts Payable
DEPARTMENT: Financial Services, CHEC

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	12/19 – 01/21	Coordinator, Accounts Payable
Collin College	07/17 – 11/19	Accounts Payable Associate
McKinney ISD	02/05 – 06/17	Bookkeeper

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Indiana University	1991	B.S., Biology

BACK-UP INFORMATION

NAME: Melisa Cotton
ADDRESS: McKinney, TX
POSITION: Manager, Financial Aid
DEPARTMENT: Financial Aid, CHEC

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	09/13 – 01/21	Financial Aid/VA Data Technician
Collin College	12/11 – 08/13	Secretary
Collin College	10/08 – 11/11	Admissions and Records Assistant, Part-time

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Texas at Austin	1986	B.B.A., Business Finance

BACK-UP INFORMATION

NAME: Traci DeRose
ADDRESS: Wylie, TX
POSITION: Collin Police Lieutenant
DEPARTMENT: Police, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	10/20 – 01/21	Interim Collin Police Lieutenant
Collin College	07/19 – 10/20	Collin Police Sergeant
	07/17 – 07/19	Collin Police Officer
Redline Raceway	04/11 – 04/13	Emergency Medical Services Personnel
Caddo Mills Police Department	11/09 – 11/12	Reserve Police Officer
Princeton Police Department	06/11 – 12/11	Police Officer

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Texas Tech University	2019	B.A., Human Science

BACK-UP INFORMATION

NAME: Michael Jeffrey
ADDRESS: Celina, TX
POSITION: Maintenance Painter/Carpenter
DEPARTMENT: Physical Plant Support Services, Frisco Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	11/13 – 01/21	Plant Operations Worker
Independent Contractor	01/95 – 10/13	Owner

BACK-UP INFORMATION

NAME: Donald Mewbourn
ADDRESS: Providence Village, TX
POSITION: Collin Police Lieutenant
DEPARTMENT: Police, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	10/20 – 01/21	Interim Collin Police Lieutenant
Collin College	11/17 – 09/20	Collin Police Sergeant
Collin College	05/07 – 11/17	Collin Police Officer

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Texas Commission on Law Enforcement	2009	Advanced Peace Officer
Texas Commission on Law Enforcement	2009	Intermediate Peace Officer
Texas Commission on Law Enforcement	2007	Advanced Telecommunicator
Texas Commission on Law Enforcement	2007	Intermediate Telecommunicator
Texas Commission on Law Enforcement	2007	Basic Telecommunicator
Texas Commission on Law Enforcement	1995	Basic Peace Officer
Texas Commission on Law Enforcement	1995	Peace Officer License

BACK-UP INFORMATION

NAME: Townsen Nelson
ADDRESS: Frisco, TX
POSITION: Help Desk Technician
DEPARTMENT: Campus Technology Services, Courtyard Center

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Uber	07/17 – 02/21	Delivery Driver
Collin College	04/20 – 01/21	eLearning Assistant
Collin College	08/19 – 03/20	eLearning Assistant, Part-time
Vaporshark	08/17 – 09/18	Assistant Manager
KTXS Television	01/17 – 06/17	Photographer, Part-time
Teavana	08/15 – 06/16	Sales Associate
Sears	04/14 – 07/15	Apparel Associate

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Texas State Technical College	2018	A.A.S., Digital Media Design

BACK-UP INFORMATION

NAME: Vidhi Patel
ADDRESS: Wylie, TX
POSITION: Help Desk Technician
DEPARTMENT: Campus Technology Services, Courtyard Center

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	04/20 – 01/21	eLearning Assistant
Collin College	10/18 – 03/20	Lab Assistant, Part-time
Collin College	08/16 – 10/18	Student Assistant, eLearning Center

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Texas at Dallas	2019	B.S., Business Administration
Collin College	2018	A.S., General Science

BACK-UP INFORMATION

NAME: Amber Schmid
ADDRESS: McKinney, TX
POSITION: Manager, Financial Aid Programs
DEPARTMENT: Financial Aid, CHEC

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	09/13 – 01/21	Financial Aid/VA Data Technician
Collin College	04/11 – 08/13	Division Secretary
Collin College	03/09 – 03/11	Information Center Assistant

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Western Governors University	2016	M.B.A., Business
Western Governors University	2011	B.S., Marketing Management

BACK-UP INFORMATION

NAME: Kyle Shaw
ADDRESS: Wylie, TX
POSITION: Operator/Maintenance HVAC Technician Trainee
DEPARTMENT: Physical Plant Support Services, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	08/13 – 01/21	Plant Operations Worker
Walmart	06/12 – 08/13	Freight Unloader and Cart Pusher

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Penn Foster College	2020	HVAC-R Technician Certification

BACK-UP INFORMATION

NAME: Jana Walker
ADDRESS: Princeton, TX
POSITION: Assistant Director, Accounting
DEPARTMENT: Financial Services, CHEC

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	11/19 – 12/20	Grants Accountant
Image Communications	05/19 – 10/19	Senior Accountant
ACIG Insurance Company	07/11 – 04/19	Senior Manager, Accounting Systems
BKD, LLP	01/10 – 06/11	Senior Auditor

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Southern Methodist University	2006	M.S., Accounting
Southern Methodist University	2005	B.B.A., Accounting

Collin County Community College District Board of Trustees

Personnel Report: Resignations and Terminations.

The following are Resignations and Terminations for February 2021.

EMPLOYEE	LAST DAY	SERVICE	TITLE	DEPARTMENT	REASON
Yazmin Batres	01/08/21	1	Assistant Teacher, Child Development	Child Development Lab	Resignation
Cynthia Cammuse	01/31/21	15	Manager, Grant Accounting	Financial Services	Retirement
Charles Counter	01/29/21	1	Grounds Keeper	Grounds Maintenance	Separation
Krystalyn Holt	01/15/21	<1	Reference Associate	Library	Resignation
Melissa Kostecki	02/05/21	2	Coordinator, Accounts Receivable	Financial Services	Resignation
Rebecka Mansfield	12/18/20	<1	Reference Librarian	Library	Resignation
James Moten	01/01/21	1	Professor, Insurance Management	Academic Affairs	Resignation
Lisa Otis	01/05/21	3	Professor, Nursing	Academic Affairs	Resignation
Karen Renkiewicz	03/02/21	7	Manager, Help Desk	Academic Technology and Network Services	Resignation
Catharine Wesner	01/08/21	<1	Secretary	Academic Affairs	Resignation

March 2, 2021

SUBJECT:

Approval of the Academic Calendar for the 2021-2022 Academic Terms

RECOMMENDATION

The District President recommends that the Board of Trustees of Collin County Community College District approves the 2021-2022 Academic Calendar.

RATIONALE:

The Academic Calendar is developed and reviewed by the College Calendar Committee, with representatives from Faculty, Academic Deans, Curriculum Office, Dual Credit, Financial Aid, Public Relations, Student and Enrollment Services, Human Resources, Institutional Research, Payroll, and Bursar. The dates are set in accordance with the state mandated start dates and in consultation with the ISDs. The Academic Calendar was sent forward from the committee to the Executive Leadership Team for final review.

BUDGETARY CONSIDERATION:

None

RESOURCE PERSONNEL:

Todd Fields, Dean of Admissions and District Registrar
Dr. Sherry Schumann, Executive Vice President

ATTACHMENTS:

A) 2021-2022 Academic Calendar

Respectfully Submitted By:



Dr. Sherry Schumann
Executive Vice President

Collin College 2021-2022 Academic Calendar

FALL 2021

Aug. 13	All College Day (All Campuses Closed)
Aug. 23	Fall Classes Begin
Sept. 6	Labor Day Holiday (All Campuses Closed)
Sept. 7	Fall Census Date
Sept. 17	Plano Balloon Festival-Plano Campus Closes @ 3 pm
Sept. 18-19	Plano Balloon Festival-Plano Campus Closed
Oct. 15	Fall Last Day to Withdraw
Nov. 24-28	Thanksgiving Holiday (All Campuses Closed)
Dec. 6-12	Fall Final Exam Week
Dec. 10	Collin College 2021 Commencement @ 7:00 pm
Dec. 13-22	Wintermester Classes Meet
Dec. 14	Wintermester Census Date
Dec. 17	Wintermester Last Day to Withdraw
Dec. 23-Jan. 2	Winter Break (All Campuses Closed)

SPRING 2022

Jan. 3	Wintermester Classes Resume
Jan. 5	Wintermester Final Exams
Jan. 7	All College Day Campus Meetings (Campuses Open)
Jan. 17	MLK Holiday (All Campuses Closed)
Jan. 18	Spring Classes Begin
Jan. 31	Spring Census Date
Mar. 7-10	Spring Break (No Classes)
Mar. 11-13	Spring Break (All Campuses Closed)
Mar. 18	Spring Last Day to Withdraw
Apr 15-17	Spring Holiday (All Campuses Closed)
May 9-15	Spring Final Exam Week
May 13	Collin College 2022 Commencement @7:00 pm

SUMMER 2022

May 16	Maymester Classes Begin
May 17	Maymester Census Date
May 20	Maymester Last Day to Withdraw
May 30	Memorial Day Holiday (All Campuses Closed)
May 31	Maymester Final Exams
June 6	5 Week June (Summer I) and 10 Week Summer (Summer III) Classes Begin
June 9	5 Week June (Summer I) Census Date
June 14	10 Week Summer (Summer III) Census Date
June 21	5 Week June (Summer I) Last Day to Withdraw
July 4	Independence Day Holiday (All Campuses Closed)
July 7	10 Week Summer (Summer III) Last Day to Withdraw
July 8	July 4 th Make-up Day for 5 Week June (Summer I) and 10 Week Summer (Summer III) MW Classes
July 8	5 Week June (Summer I) Final Exams
July 11	5 Week July (Summer II) Classes Begin
July 14	5 Week July (Summer II) Census Date
July 15	Required Class Day for 5 Week July (Summer II) and 10 Week Summer (Summer III) MW Classes
July 22	Required Class Day for 5 Week July (Summer II) and 10 Week Summer (Summer III) TR Classes
July 26	5 Week July (Summer II) Last Day to Withdraw
Aug. 8-9	10 Week Summer (Summer III) Final Exams
Aug. 9	5 Week July (Summer II) Final Exams

1.26.2021

March 2, 2021

SUBJECT:

Approval to Increase the ID Card Replacement Fee for Faculty, Staff, and Students

RECOMMENDATION

The District President recommends that the Board of Trustees approve a \$5.00 increase to the ID Card Replacement Fee to \$7.00 per card, effective August 23, 2021.

RATIONALE

In May 2020, Collin College began transitioning to a new building access and ID system through CBORD. These chip-enabled cards allow the College to control access for campuses, buildings, and classrooms. The data encryption provides a level of security restricting the ability for the card to be copied. These cards can be activated to provide other services such as point-of-sale.

All faculty, staff, and students at the Public Safety Training Center, Technical Campus, and Wylie Campus are issued the new CBORD IDs along with students staying in Student Housing at the Plano Campus. The College is currently transitioning all sites to the use of the CBORD ID.

The chip-enabled cards are more expensive to produce than the previous Collin College ID cards that were not chip-enabled. Currently, new ID cards are free and replacement ID cards are \$2.00 each. The costs to create a new CBORD ID averages \$7.00 to cover the physical card, printer materials, labor, and software fees. If approved, the College will maintain the free initial ID card, but raise the costs of replacement IDs from \$2.00 to \$7.00.

BUDGETARY CONSIDERATION

Without the increase of the ID Card Replacement Fee, the College will incur a loss for each replacement ID created. We are currently losing approximately \$5 every time a replacement ID is produced.

RESOURCE PERSONNEL

Dr. Sherry Schumann, Executive Vice President
Dr. Jay Corwin, Chief Student Success Officer

ATTACHMENTS

- A) ID Card Replacement Fee Increase Request Form

Respectfully Submitted By:



Dr. Sherry Schumann
Executive Vice President

**Collin College
Fee Request for Board Approval and/or Fee Modification**

Course Title or Program: ID Card Replacement

Fee Name: ID Card Replacement Fee

Fee Amount: \$7.00

Detail Code/FOAPAL: _____ assigned by Business/Bursar Office

Requested Implementation Date or Term: August 23, 2021

Justification for fee (attach applicable supporting documentation):

Currently, new ID cards are free and replacement ID cards are \$2 each. The costs to create a new CBORD ID averages \$7 to cover the physical card, printer materials, labor, and software fees. If approved, the College will maintain the free initial ID card but raise the costs of replacement IDs from \$2.00 to \$7.00.

Select one from each list below:

- Original approval request (requires VP and Board approval):
- Change to existing fee amount (requires VP Board approval):
- Course Designation Change (no fee change):
- Fee Termination Notice:

Select one from list below:

- This is a course lab fee (<\$24):
- This is a course special fee (>\$24):
- This is a pass-through fee:
- This is an administrative fee:
- Other (explain in justification block):

Approvals:

N/A

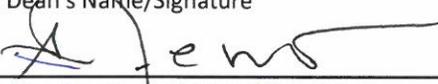
Requestor: Director or Associate Dean's Name/Signature

Date

N/A

Approver: Dean's Name/Signature

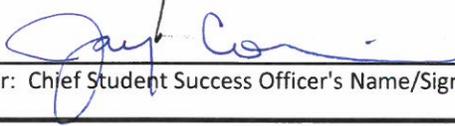
Date



2/10/2021

Approver: Vice President's Name / Signature

Date



2/10/2021

Approver: Chief Student Success Officer's Name/Signature

Date

Instructions: Complete all requested information, including detailed cost justification, and route for approving signatures. (Attach a second page, if needed.) Vice President/Provosts are to submit this form, once approved, to the Office of the Senior Vice President of Campus Operations.

Note: Requests for new or modified fees will be submitted to the Board of Trustees for approval by the Office of the Senior Vice President of Campus Operations. The Office of the Bursar will receive all requests, once approved. Departments are responsible for any necessary fee entries in Banner at the course section level. The Office of Bursar forwards approvals to the curriculum coordinator for Banner catalog input.

Texas Education Code (TEC) Citations for assessing fees:

- TEC, Subchapter E.54.501: *Laboratory Fees...shall not be more the \$24 per semester credit hour of laboratory course credit...*
- TEC, Subchapter B.54.051(l): *Courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction...*
- TEC, Subchapter E. 54.504: *Incidental Fees...reasonably reflect actual cost to the university of the materials or services for which the fee is collected.*
- TEC, Chapter 130.084(b): *Fees necessary for efficient operation of the college...*

March 2, 2021

SUBJECT:

Report Out of the Finance and Audit Committee and Consideration of Approval to Restate the Current Contract for the Collection of Delinquent Taxes with Abernathy, Roeder, Boyd & Hullett P.C. to Serve the District in the Collection of All Delinquent Ad Valorem Taxes, Penalties, and Interest Owed to the District, Pursuant to Texas Tax Code, Section 6.30, and Government Code 2254.1036

RECOMMENDATION

The District President recommends approval to restate the contract with Abernathy, Roeder, Boyd & Hullett P.C. to serve the District in the collection of all delinquent ad valorem taxes, penalties, and interest owed to the District.

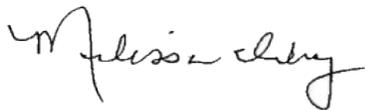
RESOURCE PERSONNEL

Melissa Irby, Chief Financial Officer

ATTACHMENTS

- A) Restatement to Contract for the Collection of Delinquent Taxes
- B) Required Notice Pursuant to Government Code Section 2254.1036

Respectfully Submitted By:



Melissa Irby, Chief Financial Officer

NOTICE PURSUANT TO GOVERNMENT CODE SEC. 2254.1036

WHEREAS, the Collin County Community College District (“College”), wishes to enter into a contingent fee contract with the law firm of Abernathy, Roeder, Boyd & Hullett, P.C. (“Firm”) and hereby posts this notice pursuant to Sec. 2254.1036 of the Government Code.

WHEREAS, this notice shall be posted before or at the time of giving the written notice required by Government Code Sec. 551.041 for a meeting described by Sec. 2254.1036(2) of the Government Code and shall announce the following:

- A. The College is pursuing a contract with the Firm for the collection of delinquent property taxes owed to the College and through this contract the College seeks to increase recovery of its delinquent debts in the most effective and efficient manner. The desired outcome is the efficient collection of delinquent property taxes, penalties, and interest. GOVT. CODE § 2254.1036(1)(A).
- B. The College believes the Firm has the qualifications, competency, and experience necessary to fulfill the contract. GOVT. CODE § 2254.1036(1)(B). The Firm and its predecessor, Gay, McCall, Isaacks, & Roberts, PC, collected delinquent government receivables for nearly 40 years, and represented the College in delinquent tax matters since the late 1980’s, and the Firm has continued that tradition since Gay, McCall, Isaacks, & Roberts, PC, merged with the Firm in July 2018. The Firm employs more than 50 individuals, including 19 attorneys. Its collection team consists of long-term Firm employees, including attorneys, paralegals, law clerks, legal secretaries, collection support personnel and information technology experts.
- C. The nature of any relationship between the College and the Firm is as follows. GOVT. CODE § 2254.1036(1)(C).
 - i. The Firm and its predecessor Gay, McCall, Isaacks & Roberts, PC, has represented the College in the collection of delinquent taxes for over thirty (30) years, and has served as the College’s general counsel since the late 1990s.
- D. The College is unable to perform this function and efficiently collect its own delinquent taxes. GOVT. CODE § 2254.1036(1)(D). The services involve filing a high volume of cases each month and performing the services in-house would require the taxing units to invest in additional technology, personnel, and other resources to provide adequate support services incidental to the legal services.
- E. These collection services cannot be provided for an hourly fee. GOVT. CODE § 2254.1036(1)(E). The Tax Code allows the assessment of a percentage-based fee to recover the costs of collecting delinquent taxes (Texas Tax Code Sections 6.30, 33.07, 33.08, 33.11, and 33.48). This percentage-based fee is assessed only against the debtor and not the College or taxpayers of the College. The collection of delinquent taxes is a high-volume practice, requiring a significant amount of research, mailing, and handling of outbound/inbound calls. An hourly fee for such work will likely exceed amount of delinquent taxes due and represent an additional cost to the College. The Tax Code does not expressly authorize the College to pay for collection services based on an hourly fee.
- F. The College believes this contingent fee contract is in its best interest. GOVT. CODE § 2254.1036(1)(F). Under the contingent fee contract, the Firm will be paid the amount of the percentage-based collection fee, regardless the number of hours the Firm spends to collect the delinquent debt. Additionally, the percentage-based collection penalty is a pass-through expense to the debtor and not an expense to the College or taxpayers of the College. This contract will allow the Taxing Entities to recover delinquent property taxes, penalties and interest that are essential revenue.

Posted by the Collin County Community College District this _____ day of March, 2021.

By

For the Board of Trustees

proceedings in connection with the collection of taxes (delinquent or otherwise), the parties have agreed that reasonable attorneys' fees shall be a contingency fee of twenty (20%) of delinquent base taxes, penalties and interest due to the College. Nonetheless, the College shall be under no obligation to compensate the Firm for its services out of the amounts identified as base taxes, penalties or interest and paid to the College or its tax assessor-collector."

Approved and Effective this _ day of _____, 2021.

Collin County Community College District

Abernathy, Roeder, Boyd, & Hullett, PC

By: _____

By: _____

Title: _____

Title: Director

Date: _____

Date: _____

**Written Findings as to the Collections Contract with
Abernathy, Roeder, Boyd & Hullett, P.C.:**

The governing body for the College, in support of its decision to contract with Abernathy, Roeder, Boyd & Hullett, P.C. pursuant to Section 2254.1036, of the Government Code, the Collin County Community College District hereby finds the following to be true:

- 1) There is a substantial need for the legal services specified in said contract;
- 2) These legal services cannot be adequately performed by the attorneys and supporting personnel of the College; and
- 3) These legal services cannot reasonably be obtained from attorneys in private practice under a contract providing only for the payment of hourly fees, without regard to the outcome of the matter, because of the nature of the matter for which these services will be obtained or because College does not have funds to pay the estimated amounts required under a contract providing only for the payment of hourly fees.

APPROVED and EXECUTED this the ____ day of _____, 2021.

Title: _____

Collin County Community College District

- E. COLLEGE reserves the right to make the final decision as to whether or not to enforce by suit any delinquent tax account turned over to the FIRM for collection.

II.

The FIRM's relationship with COLLEGE shall at all times be that of an independent contractor. The method and manner in which the FIRM's services hereunder shall be performed shall be determined by the FIRM in its sole discretion, and COLLEGE will not exercise control over the FIRM or its employees. The employees, methods, equipment and facilities used by the FIRM shall at all times be under its exclusive direction and control. Nothing in this Agreement shall be construed to designate the FIRM, or any of its employees, as employees of COLLEGE.

III.

All services provided by FIRM hereunder shall be performed in accordance with the degree of care and skill ordinarily exercised under similar circumstances by competent members of the profession in the State of Texas applicable to such services of the type of collection services contemplated by this Agreement, and FIRM shall be responsible for all services provided hereunder. FIRM shall perform all duties and services and make all decisions called for hereunder promptly and without unreasonable delay and will give these services such priority in its office as is necessary to cause FIRM's services hereunder to be timely and properly performed.

IV.

The FIRM shall call to the attention of the COLLEGE's designated tax collector or other officials any errors, double assessments or other discrepancies coming under their observation during the progress of the work and shall intervene on behalf of the COLLEGE in all suits for taxes hereafter filed by any taxing unit for ad valorem taxes on property located within its geographical limits.

V.

COLLEGE, or its authorized tax collector, agrees to furnish a delinquent tax roll including all data the COLLEGE may have based upon Collin County tax roll information as to the name and

address of the taxpayer, the legal description of the property, and the years and amount of taxes due, to FIRM on all property within COLLEGE's jurisdiction. COLLEGE further agrees to update said information by furnishing a list of paid accounts and adjustments to the tax roll as such information is available.

VI.

FIRM agrees to file suit on and reduce to judgment and sale or to enforce the collection otherwise of delinquent taxes on property located within the COLLEGE's taxing jurisdiction. The FIRM shall have the authority to procure on behalf of COLLEGE the necessary data and information as to the name, identity, and location of the necessary parties, and legal description of such property. FIRM agrees to sue for recovery of these costs as court costs as provided by Texas Property Tax Code Section 33.48.

VII.

FIRM further agrees to begin work upon receipt of a delinquent tax file, to proceed diligently in all collection efforts, and to report progress to the COLLEGE on a monthly basis. FIRM shall advise the representative designated by the COLLEGE of all delinquent accounts where an investigation reveals mitigating circumstances and/or taxpayers financially unable to pay their delinquent taxes.

FIRM and COLLEGE hereby agree that certain standards for performance of this Agreement are necessary to ensure that all parties understand the intent of the other party. These standards are not designed to give rights to third parties. Instead, in order for all parties to fully perform the necessary duties under this Agreement, the Parties hereby establish standards which sets forth the goals and objectives of the COLLEGE and criteria which expresses what is required of the FIRM under this Agreement ("Performance Criteria"), as set forth in Exhibit "A" attached hereto and incorporated by reference as if written word for word herein. The Performance Criteria may be updated on an as needed basis. Failure of the FIRM to perform in accordance with the Performance Criteria, after thirty (30)

day written notice and ten (10) day opportunity to cure may result in the termination of this Agreement at the discretion of the COLLEGE.

VIII.

COLLEGE further agrees to employ and does hereby employ FIRM on a mutually agreed upon basis, to include in any suit filed for delinquent taxes the collection of receivables, such as mowing liens, demolition liens, and other liens filed by the Collin County Community College District with the County Clerk of Collin County, Texas. COLLEGE reserves the right to make the final decision as to whether or not to enforce by suit the collection of any such receivables. FIRM agrees to include the COLLEGE's claims for amounts due pursuant to such liens in delinquent tax collections suits when applicable. Such receivables become subject to the terms of this contract at the time they are turned over to the FIRM, and the FIRM is entitled to attorney's fees of twenty percent (20%) of any amounts awarded by a court and actually received by COLLEGE; however, College shall not be liable for payment of any attorney's fees to FIRM. The FIRM agrees to seek recovery of such attorney's fees on behalf of the COLLEGE. The COLLEGE reserves the right to accept or reject any payments tendered for less than the full amount due including attorney's fees. COLLEGE agrees to pay over such compensation to FIRM monthly by check.

IX.

COLLEGE agrees to pay to FIRM as compensation for services as follows:

1. For Tax Year 2007 and Subsequent Years: COLLEGE agrees to pay FIRM as compensation hereunder the maximum allowable to be charged as additional penalty under Texas Property Tax Code Sections 33.07 and 33.11, or as attorney's fees charged as costs in a suit to collect a delinquent tax under Texas Property Tax Code Section 33.48, whichever is applicable, only upon collection and payment to the collector of taxes after the earliest dates for attachment of said penalty and/or costs prescribed in the aforementioned statutes.

2. For Tax Year 2006 and Prior Years: COLLEGE agrees to pay FIRM as compensation hereunder fifteen percent (15 %) of the amount of all delinquent taxes, penalty and interest for each applicable year in which said amount is actually collected and paid to the collector of taxes during the term of this contract as and when collected.

All compensation provided for herein shall become the property of the FIRM at the time of payment of taxes, penalty, interest and costs to the collector of taxes, subject to the terms of this contract. The collector shall pay over said funds monthly by check.

X.

The initial term of this Contract shall be for five (5) years, from September 1, 2019, through August 31, 2024, with the option to renew for an additional five (5) year term, if mutually agreeable. However, either party to this Contract shall have the right to terminate this Contract at any time by giving the other party thirty (30) days written notice of its desire and intention to terminate this Contract; and further provided that the FIRM shall have an additional six (6) months to reduce to payment or judgment all tax litigation and bankruptcy claims filed prior to the date this Contract becomes terminated. FIRM shall handle to conclusion all suits in which trial court judgments are obtained during the period of this contract and which are appealed by any party. In consideration of the terms and compensation herein stated, FIRM hereby accepts said employment and undertakes the performance of this contract as above written.

In the event that the contract period provided herein shall expire without termination or renewal, this contract shall automatically be extended for successive thirty (30) day periods until such is terminated or renewed by the COLLEGE.

XI.

All disputes arising in connection with this Contract shall be resolved exclusively in Civil

District Court in Collin County, unless venue for any such dispute is required by law to be in another court. The parties hereto agree that the laws of the State of Texas shall govern and control the interpretation, performance and enforcement of this Contract.

XII.

Before commencing work, the FIRM shall, at its own expense, procure, pay for and maintain the following insurance written by companies approved by the state of Texas and acceptable to the Collin County Community College District. The FIRM shall furnish to the Collin County Community College District Purchasing Manager certificates of insurance executed by the insurer or its authorized agent stating coverages, limits, expiration dates and compliance with all applicable required provisions. Certificates shall reference the project/contract number and be addressed as follows:

Collin County Community College District
ATTN: H. Neil Matkin – District President
3452 Spur 399
McKinney, Texas 75069

Professional Liability Insurance to provide coverage against any claim which the FIRM and all firms engaged or employed by the FIRM become legally obligated to pay as damages arising out of the performance of professional services caused by error, omission or negligent act with minimum limits of \$1,000,000 per claim, \$2,000,000 annual aggregate.

NOTE: If the insurance is written on a claims-made form, coverage shall be continuous (by renewal or extended reporting period) for not less than *thirty-six (36) months* following completion of the contract and acceptance by the Collin County Community College District.

A. With reference to the foregoing required insurance, the consultant shall endorse applicable insurance policies as follows:

1. All insurance policies shall be endorsed to the effect that Collin County Community College District will receive at least thirty (30) days' notice prior to cancellation, non-renewal, termination, or material change of the policies.

B. All insurance shall be purchased from an insurance company that meets a financial rating of B+ VI or better as assigned by AM. Best Company or equivalent.

XIII.

In the event the FIRM receives any funds on behalf of the COLLEGE, the FIRM shall receive and handle all collections as constructive trustee for the use and benefit of the COLLEGE. All accounts and funds received by FIRM and documentation of any kind furnished by the COLLEGE shall at all times remain the property of the COLLEGE. In the event of termination of this Agreement for any reason or expiration thereof, such funds and documentation shall be returned within five (5) days to the COLLEGE. FIRM may not, under any circumstances, withhold such funds.

XIV.

At any time during normal business hours and as often as the COLLEGE may deem reasonably necessary, FIRM shall make available to a representative designated in writing by the COLLEGE for examination, all of FIRM's records, whether written or electronically generated and stored, which include but are not limited to all collections, accounts, activity, disposition, etc., with respect to all matters covered by this Agreement, and will permit the COLLEGE to examine such records; however, COLLEGE shall use best efforts to protect the FIRM's attorney work product and all confidential information pursuant to the Texas Public Information Act, and in furtherance of the foregoing, College

shall only make copies, excerpts, or transcripts from such records which are or which are determined to be public information by the Texas Attorney General.

XV.

FIRM shall at all times observe and comply with all federal, state, and local laws, ordinances, regulations, and policies of the COLLEGE, which in any manner affect FIRM or its services.

XVI.

If any portion of this contract is deemed unenforceable due to operation of law or otherwise, all remaining provisions shall continue to operate in full force and the parties shall be bound thereby until the end of the contract term.

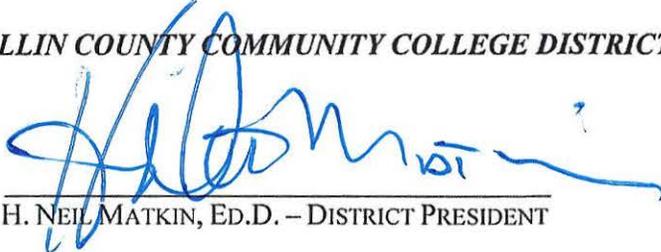
XVII.

FIRM agrees to give full attention to the fulfillment of this Agreement and to give such priority to this Agreement so as to timely effectuate its purpose. COLLEGE agrees to provide in timely manner information necessary to allow the FIRM to fulfill its obligations herein. This Agreement may not be assigned, in whole or in part, without the prior written consent of the COLLEGE, and no part or feature of the work will be subcontracted to anyone without the approval of the COLLEGE. FIRM further agrees that the assignment of any portion or feature of the work or materials required in the performance of this Agreement shall not relieve FIRM from its full obligations to the COLLEGE as provided by this Agreement.

In consideration of the terms and compensation herein stated, Abernathy, Roeder, Boyd & Hullett, P.C. accepts said employment and undertakes the performance of this Contract as above written.

This Contract is executed on behalf of the COLLEGE by H. Neil Matkin, Ed.D., who is authorized to execute this instrument by Order heretofore passed this the _____ day of _____, 2019, in McKinney, Collin County, Texas.

COLLIN COUNTY COMMUNITY COLLEGE DISTRICT

By: 
H. NEIL MATKIN, ED.D. – DISTRICT PRESIDENT

ABERNATHY, ROEDER, BOYD & HULLETT, P.C.

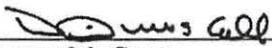
By: 
DAVID MCCALL
1700 Redbud Blvd #300
McKinney, Texas 75069

EXHIBIT "A"

PERFORMANCE CRITERIA

The FIRM shall at all times perform work under the Agreement to the customary standards of professionals performing the same type of services in the Dallas-Fort Worth, Texas metropolitan area. FIRM shall perform the functions of the Agreement in a timely manner considering the subject matter at issue. In addition,

A. The FIRM will be proactive and pursue delinquent properties in a timely manner on properties that are vacant, have a deceased owner, or have no improvements. If the College becomes aware of properties that have been vacated, have a deceased owner, or are without improvements, College shall notify the FIRM in writing of said properties.

B. The College may from time to time deem certain properties with delinquent taxes a priority for legal action. College shall provide FIRM with a list in writing of said properties.

C. Each party shall assign an employee to coordinate collections efforts under the Agreement, with the respective employee being the primary point of contact between FIRM and College.

D. The FIRM shall closely monitor delinquent tax rolls and not let delinquent real property accounts be removed by statute, unless otherwise directed. The College and the FIRM acknowledge that delinquent taxes on property with over-65 or other deferrals may cause the delinquent taxes to extend beyond the statute of limitations, requiring removal of such delinquent taxes from the delinquent tax roll pursuant to statute.

E. The FIRM shall obtain a judgment on all properties, unless otherwise directed by the College or prohibited by law. All unimproved or non-occupied properties shall be foreclosed on. The remainder of the properties shall be determined on a case-by-case basis. In the event the College elects to not foreclose on occupied properties, the College shall reimburse FIRM for actual out-of-pocket publication costs and title fees; however, when such judgment is satisfied, in any manner, the College shall be entitled to withhold an amount equal to such publication costs and title fees, plus interest as provided for in the judgment, from the amount the College actually collects.

F. In addition to the monthly reports provided by the tax collector, the FIRM will provide College with a twice-yearly summary of cases filed, judgments rendered, and sheriffs' sales conducted, including an analysis of the FIRM's progress in collection of the College's delinquent taxes. The FIRM shall inform College the day a tax suit has been filed on a property by email to the College's designated employee.

G. The FIRM and College shall meet and discuss occupied non-homestead properties which have been delinquent for more than two (2) years. The FIRM shall pursue collection on all such properties as directed by the College.

H. Sheriffs Sales:

1. FIRM shall diligently pursue foreclosure of properties identified to the FIRM by the College as priority accounts.

3. If the College requests, the FIRM shall ask the sheriff/constable to strike off properties to the College.
 - I. The FIRM will provide delinquent ad valorem tax related legal services to the College, including full representation in appraisal law, abatement issues, condemnation law, and other related real estate matters at no cost to the College.
 - J. The FIRM will represent the College in all bankruptcy matters in which the College is owed money; the FIRM will receive a fee only in those cases in which a fee is recovered from the debtor.
 - K. The FIRM will provide property tax audits a requested by the College at no cost to the College.

Collin County Community College District Board of Trustees

2021-03-1

March 2, 2021

Resource: Kim Davison
Chief of Staff

AGENDA ITEM: Report Out of the Organization, Education, and Policy Committee, 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 Boards' Legal and Policy Service, the local policies outlined below are being presented for your review as a first reading.

- **BBB(Local) – Board Members – Elections -** Recommended revision updates the election date to the first Saturday in May.
- **DEA(Local) – Compensation and Benefits – Salaries and Wages -** This update adds a process for authorizing the continuation of employee pay during an emergency closure.
- **DIAA(Local) – Freedom from Discrimination, Harassment, and Retaliation – Sex and Sexual Violence -** Recommended revisions incorporate operational changes consistent with the College's Title IX Complaint Resolution Process Handbook for Students and Employees.
- **FFDA(Local) – Freedom from Discrimination, Harassment, and Retaliation – Sex and Sexual Violence -** Similarly, recommended revisions incorporate operational changes consistent with the College's Title IX Complaint Resolution Process Handbook for Students and Employees.

SUGGESTED MOTION: This being a first reading of local board policies, no action is required.

BOARD MEMBERS
ELECTIONS

BBB
(LOCAL)

- Election Dates** The election of Board members shall be on the ~~second~~first Saturday in May or as otherwise designated by any changes to the uniform election date.
- Membership** The Board shall consist of nine members.
- Method of Election** Board members shall be elected at large.

COMPENSATION AND BENEFITS
SALARIES AND WAGES

DEA
(LOCAL)

Philosophy	The College is committed to maintaining a faculty, administrator, and staff compensation plan that is competitive with peer institutions within the state.
Objectives	The objectives of the College's compensation program are to:
Internal Equity	1. Establish pay relationships between jobs that are fair and equitable when compared to other jobs in the College;
External Competitiveness	2. Provide salary levels that are competitive and/or comparable with peer colleges and organizations in order to attract and retain well-qualified employees;
Continuity and Flexibility	3. Accommodate new jobs and changes in existing jobs, as well as adjust to changes in economic conditions and the job market; and
Effective Administration	4. Establish clearly defined policies, procedures, and guidelines for salary budgeting and administration and ensure a clear understanding among all employees of the College about how the compensation program works.
Pay Plan and Framework	The staff and administrative pay plan establishes compensation based on an analysis of the job-related duties of a position, including factors such as decision-making responsibilities. The compensation schedule is reviewed every two years and adjusted periodically to reflect market changes. Employees have no guarantee that the College will adjust their pay under the compensation schedule.
Administration	The District President or designee shall <u>will</u> administer and maintain compensation in accordance with this policy and the related procedures and guidelines for the College's compensation plan.
Designated Workweek	The designated College workweek shall <u>will</u> be from 12:01 a.m. Sunday through 12:00 midnight on Saturday.
Exempt / Nonexempt	<p>The District President or designee shall<u>will</u> determine the classification of positions or employees as "exempt" or "nonexempt" for purposes of payment of overtime in compliance with the Fair Labor Standards Act (FLSA).</p> <p>Exempt employees are compensated on a salary basis for their employment period and are not entitled to overtime compensation.</p>
Compensatory Time	<p>Nonexempt employees are compensated on an hourly basis for all hours worked each week and are compensated for overtime in accordance with federal and state regulations and the College's compensation plan.</p> <p>Nonexempt employees are not permitted to work beyond their scheduled work hours unless authorized in writing, in advance, by</p>

COMPENSATION AND BENEFITS
SALARIES AND WAGES

DEA
(LOCAL)

the appropriate supervisor. Nonexempt employees may be subject to disciplinary action for working overtime or beyond the approved schedule without advanced written approval. In the case of an emergency or where campus safety is involved, a verbal directive is appropriate authorization. The verbal approval should be documented with a follow-up e-mail from the supervisor to the employee.

A nonexempt employee is compensated through compensatory time off or direct pay for the additional hours worked beyond 40 in a workweek at a rate of time and one-half the employee's normal pay rate. Employees may not earn and take compensatory time within the same workweek. Adjusted schedules are documented by the employee and approved in advance by the appropriate supervisor.

**Pay During
Emergency Closing**

Pay to employees during an emergency closure for which the workdays are not scheduled to be made up at a later date, must be authorized in advance either through delegated emergency authority granted to the District President by the Board of Trustees or by a vote of the Board. In any event, the authorization must reflect the public purpose served by the expenditure.

**Gifts, Grants, and
Donations for Salary
Supplements
Emoluments**

The College ~~shall~~will not accept gifts, grants, donations, or other consideration designated for use as salary supplements.

As part of the benefits package for key administrators, compensation-related emoluments are provided as follows:

- A stipend, as outlined below, is provided to cover the cost of transportation-related expenses such as mileage, insurance, maintenance, toll, and parking fees.
 - \$1000 per month for the executive vice president and senior vice presidents
 - \$500 per month for vice presidents
 - \$250 per month for the faculty council president during his or her tenure in the position
 - Other administrators with College-wide responsibilities that require substantive local travel among campuses may also receive a stipend, not to exceed \$500 per month, when the District President determines it is in the best interests of the College.
- A stipend in the amount of \$75 per month is provided for administrators who require smart phones to perform their jobs.

COMPENSATION AND BENEFITS
SALARIES AND WAGES

DEA
(LOCAL)

- A stipend in the amount of \$40 per month or a College-owned cell phone is provided for staff who are required to be regularly “on call,” but their job does not require a smart phone. Such staff who are in nonexempt positions must comply with all College timekeeping policies.

Emoluments are considered annually by the Board as a part of the budget review and approval process. All emoluments are listed in the annual budget of the College and reported to state agencies as required by law.

Note: This policy ~~only~~ addresses ~~employee~~-complaints of sex and gender discrimination, sexual or gender-based harassment, sexual ~~assault~~violence, dating violence, domestic violence, stalking, and retaliation made by employees. For legally referenced material relating to this subject matter, see DAA(LEGAL). For sex discrimination, sexual harassment, sexual violence, dating violence, domestic violence, and retaliation targeting students, see FFDA. For other employee complaints not covered by Title VII or Title IX laws, see DIAB.

Definitions

Solely for purposes of this policy, the term “employee” includes former employees, applicants for employment, and unpaid interns.

Statement of Nondiscrimination

The College District prohibits discrimination, including harassment, against any employee on the basis of sex or gender. Retaliation against anyone involved in the complaint process is a violation of College District policy and is prohibited.

Discrimination

Discrimination against an employee is defined as conduct directed at an employee on the basis of sex or gender that adversely affects the employee’s employment.

Sexual Harassment

For purposes of this policy, sexual harassment is a form of sex discrimination defined as unwelcome sexual advances; requests for sexual favors; sexually motivated physical, verbal, or nonverbal conduct; or other conduct or communication of a sexual nature when:

1. Submission to the conduct is either explicitly or implicitly a condition of an employee’s employment, or when submission to or rejection of the conduct is the basis for an employment action affecting the employee;
2. It is based on unwelcome conduct that a reasonable person would determine is so severe, persistent, pervasive, and objectively offensive that it has the purpose or effect of unreasonably interfering with the employee’s work performance or creates an intimidating, threatening, hostile, or offensive work environment; or
3. Any instance of sexual assault, as defined in the Jeanne Clery Disclosure of Campus Security Policy Campus Crime Statistics Act (Clery Act), and dating violence, domestic violence, or stalking, as defined in the Violence Against Women Act (VAWA).

Note: Quid pro quo harassment, Clery Act, and VAWA offenses are not evaluated for severity, pervasiveness, offensiveness, or denial of equal educational access because such misconduct is considered sufficiently serious to deprive a student of equal access.

Sexual
~~Assault~~Violence

Sexual ~~assault~~violence is a form of sexual harassment. Sexual ~~as-~~saultviolence includes physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the victim's use of drugs or alcohol or due to an intellectual or other disability. For purposes of this policy, consent is defined as an informed, voluntary, affirmative, and mutual agreement between the participants to engage in a specific sexual act. Consent is further defined by the consent guidelines in FFDA(LOCAL).

Examples

Examples of sexual harassment may include sexual advances; touching intimate body parts; coercing or forcing a sexual act on another; jokes or conversations of a sexual nature; offensive or derogatory language of a sexual nature directed at another person; and other sexually motivated conduct, communication, or contact. Examples may also include forms of dating violence, domestic violence, or stalking. Specific examples may be found in the College District's Title IX Complaint Resolution Process Handbook for Students and Employees.

**Dating Violence,
Domestic Violence,
and Stalking**

For purposes of this policy, the terms "dating violence," "domestic violence," and "stalking" are incorporated into this policy as defined in FFDA(LOCAL).

Retaliation

~~The College District prohibits retaliation against an employee who makes a claim alleging to have experienced discrimination or harassment, or another employee who, in good faith, makes a report, serves as a witness, or otherwise participates in an investigation.~~

~~False Claims~~

~~An employee who intentionally makes a false claim, offers false statements, or refuses to cooperate with a College District investigation regarding harassment or discrimination is subject to appropriate discipline. Charging an individual with a violation(s) for making a false claim, materially false statement, or refusing to cooperate during the course of an investigation regarding discrimination or harassment does not constitute retaliation. However, a determination regarding responsibility, alone, is not sufficient to conclude that any party made a false claim or a materially false statement.~~

Examples

~~Examples of retaliation may include termination, refusal to hire, demotion, and denial of promotion. Retaliation may also include~~

~~threats, unjustified negative evaluations, unjustified negative references, or increased surveillance.~~

Prohibited Conduct

In this policy, the term “prohibited conduct” includes dating violence, domestic violence, sexual ~~assault~~ **violence**, stalking, sex discrimination, sexual or gender-based harassment, and retaliation as defined by this policy, even if the behavior does not rise to the level of unlawful conduct.

Reporting Procedures

An employee who believes that he or she has experienced prohibited conduct or believes that another employee has experienced prohibited conduct should immediately report the alleged acts. The employee may report the alleged acts to his or her immediate supervisor.

Alternatively, the employee may report the alleged acts to one of the College District officials below or electronically through the College District’s online complaint form located on its website.

An employee who experiences prohibited conduct has the right to report the incident to the College District and to receive a prompt and equitable resolution of the report.

For the purposes of this policy, “College District officials” are the Title IX coordinators listed below and the District President.

College District’s Mandatory Response Obligations

The College District will respond promptly to sexual harassment, as defined in this policy, in a manner that is not deliberately indifferent, which means a response that is not clearly unreasonable in light of known circumstances, or as otherwise required by applicable Title IX regulations. The College District’s response obligations are listed in FFDA(LOCAL).

Definition of College District Officials

Title IX Coordinator

Reports of discrimination based on sex, including sexual harassment as defined in this policy, may be directed to the Title IX coordinators. The College District designates the following persons to coordinate its efforts to comply with Title IX of the Education Amendments of 1972, as amended:

Title IX Coordinator: Floyd Nickerson, Chief ~~Talent~~ **Human Resources** Officer, Human Resources/Title IX Coordinator for Employees

Address: 3452 Spur 399, McKinney, TX 75069

Telephone: (972) 599-3159

Email: [Title IX Coordinator email¹](#)

Webpage: [Title IX/Sexual Misconduct webpage²](#)

FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION
SEX AND SEXUAL VIOLENCE

DIAA
(LOCAL)

Deputy Title IX
Coordinator for
Human Resources

Name: Tonya Jacobson
Position: Manager HR/Employee Relations
Address: 3452 Spur 399, McKinney, TX 75069
Telephone: (972) 758-3856
Email [Deputy Title IX Coordinator for Human Resources](#)³

~~Other Anti-
discrimination Laws~~

~~The District President or designee will serve as coordinator for purposes of College District compliance with all other antidiscrimination laws.~~

**Alternative
Reporting
Procedures**

An employee will not be required to report prohibited conduct to the person alleged to have committed ~~the prohibited conduct~~. Reports concerning prohibited conduct, including reports against the Title IX coordinators, may be directed to the District President or designee.

A report under this policy against the District President may be made directly to the Board. If a report is made directly to the Board, the Board will appoint an appropriate person to conduct an investigation.

Timely Reporting

Employee reports of prohibited conduct will be made immediately after the alleged act or knowledge of the alleged act. A failure to promptly report may impair the College District's ability to investigate and address the prohibited conduct.

**Consolidate Reports
and Other
Requirements**

~~When the allegations underlying two or more complaints arise out of the same facts or circumstances, the College District may also consolidate the complaints.~~

~~The College District will also provide other measures required by Title IX and applicable law, including, but not limited to, assistance by advisors, supportive measures, and notices to parties. Such requirements are described in detail in the College District's *Title IX Complaint Resolution Process Handbook for Students and Employees*.~~

Notice of Report

Any College District supervisor who receives a report of prohibited conduct will immediately notify the appropriate College District official listed above and take any other steps required by this policy.

**Investigation of the
Report**

The College District may request, but will not ~~insist upon~~require, a written report or formal complaint as defined in FFDA(LOCAL). If a report is made orally, the College District official receiving the report will reduce the report to written form.

Upon receipt or notice of a report, the College District official will determine whether the allegations, if proven, would constitute prohibited conduct as defined by this policy. If so, the College District official will immediately authorize or undertake an investigation, regardless of whether a criminal or regulatory investigation regarding the same or similar allegations is pending.

If the College District official determines that the allegations, if proven, would not constitute prohibited conduct as defined by this policy but may constitute a violation of other College District rules or regulations, the College District official will refer the complaint for consideration under the appropriate policy. The College District official will also consider requests not to investigate made by a complainant and an informal resolution process as detailed in the College District's Title IX Complaint Resolution Process Handbook for Students and Employees.

If appropriate, the College District will promptly take interim action calculated to prevent prohibited conduct during the course of an investigation.

The investigation may be conducted by the College District official or a designee or by a third party designated by the College District, such as an attorney. When appropriate, the supervisor will be involved in or informed of the investigation.

The investigation of prohibited conduct under this policy will be conducted in accordance with the investigation procedures and guidelines contained in FFDA(LOCAL). The College District may dismiss complaints, as mandated or on a discretionary basis, under the procedures and guidelines listed in FFDA(LOCAL). Investigation and resolution procedures and guidelines are detailed in the College District's Title IX Complaint Resolution Process Handbook for Students and Employees.

Concluding the Investigation and Hearing

Absent extenuating circumstances, the investigation and live hearing should be completed within 60 College District business days from the date of the report; however, the investigator will take additional time if necessary to complete a thorough investigation.

The investigator will prepare a written report of the investigation. The written report will be prepared in accordance with the reporting procedures and guidelines contained in FFDA(LOCAL).

Hearings

Consistent with applicable Title IX regulations, the College District will provide for a live hearing of complaints arising under this policy. The live hearing will be conducted in accordance with the procedures and guidelines contained in FFDA(LOCAL) and detailed in

[the College District's Title IX Complaint Resolution Process Handbook for Students and Employees.](#)

**College District
Action**

If the results of an investigation and live hearing indicate that prohibited conduct occurred using a preponderance of the evidence standard (i.e., more likely than not to have occurred), the College District will promptly respond by taking appropriate disciplinary or corrective action reasonably calculated to address the conduct.

The College District may take action based on the results of an investigation and live hearing, even if the conduct did not rise to the level of prohibited or unlawful conduct.

Examples of disciplinary or corrective action:

Disciplinary or
Corrective Action

1. Implementing the disciplinary measures described in DH and DM Board policies for employees, including but not limited to, coaching and counseling, written disciplinary action, unpaid administrative leave, and/or recommendation for termination;
2. Providing a training program for those involved in the complaint;
3. Permitting the victim or student engaged in the prohibited conduct to drop a course in which they both are enrolled without penalty;
4. Taking other actions allowed by Board policy.

Exception

The College District will minimize attempts to require a complainant to resolve the problem directly with the person who engaged in the harassment; however, if that is the most appropriate resolution method, the College District will be involved in an appropriate manner.

Improper Conduct

If the Title IX decision-maker designated by the executive vice president or designee determines that improper conduct occurred that did not rise to the level of prohibited conduct, the College District may take disciplinary action in accordance with College District policy and procedures or other corrective action reasonably calculated to address the conduct.

Confidentiality

To the greatest extent possible, the College District will respect the privacy of the complainant, persons against whom a report is filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation and comply with applicable law. Applicable federal Title IX regulations protect the privacy of a party's medical, psychological, and similar treatment records by stating that the College District cannot access or use such records

unless the College District obtains the party's voluntary, written consent to do so.

Retaliation

The College District prohibits retaliation against an employee who makes a complaint alleging to have experienced prohibited conduct, or another employee who, in good faith, makes a report, serves as a witness, or otherwise participates in an investigation, proceeding, or hearing under this policy. This prohibition does not apply to discipline of a person who perpetrated or assists in the perpetration of the prohibited conduct.

False Claims

An employee who intentionally makes a false claim, offers false statements, or refuses to cooperate with a College District investigation regarding harassment or discrimination is subject to appropriate discipline. Charging an individual with a violation(s) for making a false claim, materially false statement, or refusing to cooperate during the course of an investigation regarding discrimination or harassment does not constitute retaliation. However, a determination regarding responsibility, alone, is not sufficient to conclude that any party made a false claim or a materially false statement.

Appeal

A party who is dissatisfied with the outcome of the investigation may appeal on the grounds listed in FFDA(LOCAL) through the applicable grievance policy beginning at the appropriate level. [See DGBA(LOCAL) for employees and GB(LOCAL) for community members]. Appeals under this policy will be submitted to the appeals officer or administrator designated by the College District. The applicable appeal deadlines and guidelines of DGBA(LOCAL) or GB(LOCAL) will be followed for appeals made under this policy.

Informal Resolution

After a formal complaint is filed, the College District may permit the voluntary use of an information resolution process at any time prior to a final determination. The parties must provide their voluntary consent in writing to participate in such a process. The informal resolution process will be handled in accordance with the procedures and guidelines contained in FFDA(LOCAL).

Informal resolution is prohibited in any case where a College District employee is accused of sexual harassment against a student.

The College District will not require the parties to waive their rights to a formal process and agree to information resolution as a condition of enrollment or employment.

The party may have a right to file a complaint with appropriate state or federal agencies.

Records Retention

Retention of records will be in accordance with the College District's records retention procedures. [See CIA]

Records of formal complaint resolutions and informal resolutions will be retained by the College District for a period of seven years. The College District will retain all materials used to train institutional participants in the various phases of the resolution process, including the Title IX coordinators and decision-makers. All materials utilized to train Title IX coordinators, investigators, hearing panel participants, and decision-makers will be made available in accordance with applicable federal Title IX regulation requirements.

In instances where the College District receives a report of sexual harassment, but a formal complaint is not filed, the institution will maintain a record of all actions taken, including supportive measures, for a period of seven years. In these instances, the College District will include a written rationale explaining why a formal complaint was not filed.

Access to Policy, Procedures, and Related Materials

Information regarding this policy and any accompanying procedures, as well as relevant educational and resource materials concerning the topics discussed in this policy, will be distributed to applicants for employment and annually to College District employees and students in compliance with law and in a manner calculated to provide easy access and wide distribution, such as through electronic distribution and inclusion in the employee and student handbooks and other major College District publications. Information regarding the policy, procedures, and related-related materials, and required training will also be prominently published on the College District's website, taking into account applicable legal requirements. Copies of the policy and procedures will be readily available at the College District's administrative offices and will be distributed to an employee who makes a report.

Mandatory Reporting under State Law for Incidents of Dating Violence, Sexual Assault, Sexual Harassment, and Stalking

In accordance with the Education Code Section 51.252, an employee who, in the course and scope of employment, witnesses or receives information regarding the occurrence of an incident that the employee reasonably believes constitutes sexual harassment as defined in this policy, and is alleged to have been committed by or against a person who was a student enrolled at or an employee of the College District at the time of the incident, will promptly report the incident to the College District's Title IX coordinator or deputy Title IX coordinator. The report must include all information concerning the incident known to the reporting person that is relevant to the investigation and, if applicable, redress of the incident, including whether an alleged victim has expressed a desire for confidentiality in reporting the incident.

An employee who is designated by the College District as a person with whom students may speak confidentially concerning sex-

ual harassment as defined in this policy or who receives information regarding such an incident under circumstances that render the employee's communications confidential or privileged under other law will, in making a report under this section, state only the type of incident reported and may not include any information that would violate a student's expectation of privacy. This requirement does not affect the employee's duty to report an incident under any other law.

Exceptions

An employee is not required to make a report concerning:

1. An incident in which the employee was a victim of dating violence, sexual assault, sexual harassment, or stalking; or
2. An incident in which the employee received information due to a disclosure made at a dating violence, sexual assault, sexual harassment, or stalking public awareness event sponsored by the College District or by a student organization affiliated with the College District.

Anonymous
Reports

In accordance with Education Code Section 51.9365, College District students and employees can report prohibited conduct anonymously as provided on the Dean of Students page on the College District's website. However, the submission of an anonymous report may impair the College District's ability to investigate and address the prohibited conduct.

¹ Title IX Coordinator email: <mailto:fnickerson@collin.edu>

² Title IX/Sexual Misconduct webpage: <https://www.collin.edu/titleix>

³ Deputy Title IX Coordinator for Human Resources email: <mailto:tjacobson@collin.edu>

Note: This policy addresses complaints of dating violence, domestic violence, gender-based harassment, sex discrimination, sexual assault violence, sexual harassment, and stalking, targeting students participating in the College District's education program or activity. For legally referenced material relating to discrimination, harassment, and retaliation, see FA(LEGAL) and FFDB(LOCAL). For sex discrimination, sexual harassment, sexual assault violence, and retaliation targeting employees, see DIAA.

**Statement of
Nondiscrimination**

The College District prohibits discrimination, including harassment, against any student on the basis of sex or gender. Retaliation against anyone involved in the complaint process is a violation of College District policy and is prohibited.

**College District's
Education Program
or Activity**

The College District's education program or activity includes locations, events, or circumstances over which the institution exercises substantial control over both the respondent and the context in which the sexual harassment occurred. This policy applies to all of the College District's education programs and activities, whether such programs or activities occur on campus or off campus. The College District may address sexual harassment affecting its students that falls outside the jurisdiction of this policy in any manner it chooses, including, but not limited to, providing supportive measures or pursuing disciplinary action.

Sex Discrimination

Sex discrimination against a student is defined as conduct directed at a student on the basis of sex or gender that adversely affects the student.

**Sexual Harassment
By an Employee**

For purposes of this policy, sexual harassment of a student by a College District employee includes unwelcome sexual advances; requests for sexual favors; sexually motivated physical, verbal, or nonverbal conduct; or other conduct or communication of a sexual nature when:

1. A College District employee causes the student to believe that the student must submit to the conduct in order to participate in a College District program or activity, or that the employee will make an educational decision based on whether or not the student submits to the conduct (i.e., quid pro quo harassment);
2. It is based on unwelcome conduct that a reasonable person would determine is so severe, persistent, pervasive, and objectively offensive that it limits or denies the student's educational access and/or ability to participate in or benefit from the College District's educational program; or

3. Any instance of sexual assault, as defined in the Jeanne Clery Disclosure of Campus Security Policy Campus Crime Statistics Act (Clery Act), and dating violence, domestic violence, or stalking, as defined in the Violence Against Women Act (VAWA).

Note: Quid pro quo harassment, Clery Act, and VAWA offenses are not evaluated for severity, pervasiveness, offensiveness, or denial of equal educational access because such misconduct is considered sufficiently serious to deprive a student of equal access.

By Others

Sexual harassment of a student, including harassment committed by another student, includes unwelcome sexual advances; requests for sexual favors; or sexually motivated physical, verbal, or nonverbal conduct when the conduct is so severe, persistent, or pervasive, ~~or~~ and objectively offensive that it limits or denies a student's ability to participate in or benefit from the College District's educational program. Physical contact not reasonably construed as sexual in nature is not sexual harassment.

Sexual
AssaultViolence

Sexual ~~assault~~ violence is a form of sexual harassment. Sexual ~~as-~~ sault violence includes physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the victim's use of drugs or alcohol or due to an intellectual or other disability.

College District's
Definition of
Consent to Sexual
Activity

For purposes of this policy, sexual activity requires consent, which is defined as an informed, voluntary, affirmative, and mutual agreement between the participants to engage in a specific sexual act. The following guidelines will be used to determine whether consent was obtained:

1. Consent to sexual activity can be communicated in a variety of ways, but one should not presume consent has been given in the absence of a clear, positive agreement.
2. Consent can only be accurately gauged through direct communication about the decision to engage in sexual activity. The absence of the word "no" or the like (e.g., "stop") does not imply consent.
3. Although consent can be nonverbal, verbal communication is the most reliable form of asking for and obtaining consent. Discussing desires, needs, and limitations with sexual partners provides a basis for positive sexual experiences shaped by mutual willingness and respect.

4. Presumptions based upon contextual factors (e.g., provocative clothing or dancing, etc.) are unwarranted, and should not be considered grounds for consent.
5. As defined in the State of Texas Penal Code 22.011 Sexual Assault, the age of sexual consent is 17. Therefore, consent cannot be obtained from someone who is under the age of 17, as that person is legally considered to be a minor.
6. Consent cannot be obtained from someone who is asleep, unconscious, or otherwise mentally or physically incapacitated, whether due to alcohol, drugs, or some other condition (e.g., an intellectual or other disability). A person is mentally or physically incapacitated when that person lacks the ability to make or act on considered decisions to engage in sexual activity. Engaging in sexual activity with a person whom you know – or reasonably should know – to be incapacitated constitutes sexual assault violence.
7. Consent to some sexual acts does not constitute consent to other sexual acts.
8. Consent must be ongoing throughout a sexual encounter and can be revoked at any time. If you proceed despite your partner's verbal and/or nonverbal communication to stop, you have committed sexual assault violence.
9. Consent cannot be obtained by threat, coercion, or force. Agreement under such circumstances does not constitute consent.
10. A prior sexual encounter or pre-existing relationship does not indicate consent to current or future sexual activity.

Gender-Based Harassment

Gender-based harassment includes physical, verbal, or nonverbal conduct based on the student's gender, the student's expression of characteristics perceived as stereotypical for the student's gender, or the student's failure to conform to stereotypical notions of masculinity or femininity. For purposes of this policy, gender-based harassment is considered prohibited harassment if the conduct is so severe, persistent, pervasive, ~~or~~ and objectively offensive that the conduct limits or denies a student's ability to participate in or benefit from the College District's educational program.

Acts of gender-based harassment may also be considered sex discrimination or sexual harassment.

Examples

Examples of gender-based harassment directed against a student, regardless of the student's or the harasser's actual or perceived sexual orientation or gender identity, may include offensive jokes,

name-calling, slurs, or rumors; physical aggression or assault; threatening or intimidating conduct; or other kinds of aggressive conduct such as theft or damage to property. Examples may also include forms of dating violence, domestic violence, or stalking. Specific examples may be found in the College District's Title IX Complaint Resolution Process Handbook for Students and Employees.

Dating Violence

The term "dating violence" means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship will be determined based on a consideration of the following factors:

1. The length of the relationship;
2. The type of relationship; and
3. The frequency of interaction between the persons involved in the relationship.

(Office on Violence Against Women, United States Department of Justice: <https://www.justice.gov/ovw/dating-violence>)

Domestic Violence

The term "domestic violence" includes felony or misdemeanor crimes of violence committed by:

- a current or former spouse or intimate partner of the victim;
- by a person with whom the victim shares a child in common;
- by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
- by a Any other member of the victim's family as defined by state law;
- Any other current or former member of the victim's household as defined by state law;
- person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any Any other person who acts against the victim in violation of the family violence laws of this state or the jurisdiction where the conduct occurs.

~~against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.~~

~~(Office on Violence Against Women, United States Department of Justice: <https://www.justice.gov/ovw/domestic-violence>).~~

Stalking

The term “stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress. ~~(Office on Violence Against Women, United States Department of Justice: <https://www.justice.gov/ovw/stalking>).~~

For the purposes of this definition:

1. “Course of conduct” means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person’s property.
2. “Reasonable person” means a reasonable person under similar circumstances and with similar identities to the victim.

False Claims

A student who intentionally makes a false claim, offers false statements, or refuses to cooperate with a College District investigation regarding dating violence, domestic violence, gender-based harassment, sex discrimination, sexual ~~assault~~ violence, sexual harassment, and/or stalking will be subject to appropriate disciplinary action.

Prohibited Conduct

In this policy, the term “prohibited conduct” includes dating violence, domestic violence, sexual or gender-based harassment, sex discrimination, sexual ~~assault~~ violence, ~~and~~ stalking, and retaliation as defined by this policy, even if the behavior does not rise to the level of unlawful conduct.

College District’s Mandatory Response Obligations

Deliberate
Indifference
Standard

The College District will respond promptly to sexual harassment, as defined in this policy, in a manner that is not deliberately indifferent, which means a response that is not clearly unreasonable in light of known circumstances, or as otherwise required by applicable Title IX regulations. The College District’s response obligations include, but are not limited to:

1. The College District must offer supportive measures to the person making the allegations (hereafter referred to as the “complainant”).
2. The Title IX coordinator or designee must promptly contact the complainant confidentially to discuss the availability of

supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of ~~the availability of~~ supportive measures available with or without filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.

3. The College District must follow a grievance process that complies with applicable federal Title IX regulations before the imposition of any disciplinary sanctions (or other actions that are not supportive measures) against a respondent.
4. The College District must not restrict rights protected under the U.S. Constitution, including the First Amendment, Fifth Amendment, and Fourteenth Amendment, when complying with applicable federal Title IX regulations and this policy.
5. Under applicable federal Title IX regulations, the College District is required to investigate ~~sexual harassment~~ allegations of prohibited conduct as defined in this policy in any formal complaint, which can be filed by a complainant or submitted by a Title IX coordinator.
6. The federal Title IX regulations affirm that a complainant's wishes with respect to whether the institution investigates the complaint should be respected, unless the Title IX coordinator determines that submitting a formal complaint to initiate an investigation against the wishes of the complainant is not clearly unreasonable in light of the known circumstances.
7. The College District will dismiss the allegations in a formal complaint if such allegations do not meet the definitions of prohibited conduct outlined in this policy or did not occur in the institution's education program or activity. However, the College District may still address the allegations in any manner it deems appropriate (e.g., general investigation for violation of the Student Code of Conduct in the Student Handbook).

Definitions

When responding to ~~prohibited conduct~~~~sexual harassment~~, applicable federal Title IX regulations provide clear definitions of a "complainant," "respondent," "formal complaint," and "supportive measures" so that recipients, students, and employees clearly understand how the College District must respond to ~~sexual harassment~~ incidents of prohibited conduct in a way that supports the alleged victim and treats both parties fairly. The College District adopts those definitions as outlined in applicable federal Title IX regulations which are listed in the College District's Title IX Complaint Resolution Process Handbook for Students and Employees.

Formal Complaint In accordance with applicable federal Title IX regulations, a “formal complaint” is a document filed by a complainant or submitted by the Title IX coordinator that alleges sexual harassment prohibited conduct against a respondent and requests that the College District investigate the allegation of sexual harassment prohibited conduct, and meets the following requirements:

1. At the time of filing a formal complaint, the complainant must be participating in or attempting to participate in a College District education program or activity as defined in this policy.
2. A formal complaint may be filed with the Title IX coordinator in person, by mail, or by email by using the contact information required to be listed for the Title IX coordinator and by any additional method designated by the College District.
3. The phrase “document filed by a complainant” means a document or electronic submission (e.g., by email or through an online portal provided by the College District specifically for this purpose) that contains the complainant’s physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint.
4. Where the Title IX coordinator submits a formal complaint, the Title IX coordinator is not a complainant or a party during the grievance process and must comply with the requirements for Title IX personnel to be free from conflicts and bias.

**Reporting
Procedures**

In accordance with applicable federal Title IX regulations, the College District utilizes a consistent, transparent grievance process for resolving formal complaints of sexual harassment prohibited conduct.

Student Report

Any student who believes that he or she has experienced prohibited conduct or believes that another student has experienced prohibited conduct should immediately report the alleged acts to the appropriate Title IX coordinator, deputy Title IX coordinator, ~~or~~ another employee, or, alternatively, submit the report electronically through the College District’s website.

Employee Report

Any College District employee who suspects or receives notice that a student or group of students has or may have experienced prohibited conduct will immediately notify the Title IX coordinator or deputy Title IX coordinator and take any other steps required by this policy. Additionally, an employee may submit the report electronically via the College District’s website or report it to the District President or designee.

Mandatory Reporting Under State Law for Incidents of Dating Violence, Sexual Assault, Sexual Harassment, and Stalking

In accordance with Education Code Section 51.252, an employee who, in the course and scope of employment, witnesses or receives information regarding the occurrence of an incident that the employee reasonably believes constitutes sexual harassment, sexual violence, dating violence, or stalking as defined in this policy, and is alleged to have been committed by or against a person who was a student enrolled at or an employee of the College District at the time of the incident, will promptly report the incident to the College District's Title IX coordinator or deputy Title IX coordinator. The report must include all information concerning the incident known to the reporting person that is relevant to the investigation and, if applicable, redress of the incident, including whether an alleged victim has expressed a desire for confidentiality in reporting the incident.

An employee who is designated by the College District as a person with whom students may speak confidentially concerning sexual harassment, sexual violence, dating violence, or stalking as defined in this policy, or who receives information regarding such an incident under circumstances that render the employee's communications confidential or privileged under other law will, in making a report under this section, state only the type of incident reported and may not include any information that would violate a student's expectation of privacy. This requirement does not affect the employee's duty to report an incident under any other law.

Exceptions

An employee is not required to make a report concerning:

1. An incident in which the employee was a victim of dating violence, sexual assaultviolence, sexual harassment, or stalking; or
2. An incident in which the employee received information due to a disclosure made at a dating violence, sexual assaultvio-lence, sexual harassment, or stalking public awareness event sponsored by the College District or by a student organization affiliated with the College District.

Anonymous Reports

In accordance with Education Code Section 51.9365, College District students and employees can report prohibited conduct anonymously as provided on the Dean of Students page on the College District's website. However, the submission of an anonymous report may impair the College District's ability to investigate and address the prohibited conduct.

Designated Title IX Coordinators

For the purposes of this policy, the following are designated as the College District's Title IX coordinators.

FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION
SEX AND SEXUAL VIOLENCE

FFDA
(LOCAL)

Title IX
Coordinators

Reports of dating violence, domestic violence, sex discrimination, sexual ~~assault~~violence, sexual or gender-based harassment, and stalking may be directed to the Title IX coordinators. The College District designates the following persons to coordinate its efforts to comply with Title IX of the Education Amendments of 1972, as amended:

*Title IX
Coordinator for
Students*

Title IX Coordinator: Terrence Brennan, District Dean of Students

Address: 3452 Spur 399, McKinney, TX 75069

Telephone: (972) 881-5734

Email: [Title IX Coordinator email¹](#)

Webpage: [Title IX/Sexual Misconduct webpage²](#)

*Deputy Title IX
Coordinator for
Students*

Name: Amy Throop

Position: Associate Dean of Students

Address: 2200 W University Drive, McKinney, TX 75071

Telephone: (972) 881-5667

Email [Deputy Title IX Coordinator for Students³](#)

*Title IX
Coordinator for
Employees*

Name: Floyd Nickerson

Position: Chief Human Resources Officer

Address: 3452 Spur 399, McKinney, TX 75069

Telephone: (972) 599-3159

*Deputy Title IX
Coordinator for
Employees*

Name: Tonya Jacobson

Position: Manager, HR/Employee Relations

Address: 3452 Spur 399, McKinney, TX 75069

Telephone: (972) 758-3856

~~Other Anti-
discrimination Laws~~

~~The District President or designee will serve as coordinator for purposes of College District compliance with all other antidiscrimination laws.~~

**Alternative
Reporting
Procedures**

A student will not be required to report prohibited conduct to the person alleged to have committed the conduct. Reports concerning prohibited conduct, including reports against the Title IX coordinators, may be directed to the District President.

A report under this policy against the District President may be made directly to the Board. If a report is made directly to the Board,

the Board will appoint an appropriate person to conduct an investigation.

Timely Reporting

Reports of prohibited conduct will be made as soon as possible after the alleged act or knowledge of the alleged act. A failure to immediately report may impair the College District's ability to investigate and address the prohibited conduct.

Amnesty

In accordance with Education Code Section 51.9366, the College District will give amnesty to (i.e., not take disciplinary action against) a student who reports, in good faith, that the student was the victim of or a witness to an incident of prohibited conduct as defined by this policy. This amnesty policy applies regardless of the location at which the incident occurred or the outcome of the College District's disciplinary process regarding the incident, if any. This amnesty policy does not apply to a student who reports his or her own commission or assistance in the commission of prohibited conduct as defined by this policy.

Consolidation of Reports and Other Requirements

When the allegations underlying two or more complaints arise out of the same facts or circumstances, the College District may consolidate the complaints.

The College District will also provide other measures required by Title IX and applicable law, including, but not limited to, assistance by advisors, supportive measures, and notices to parties. Such required measures are described in detail in the College District's *Title IX Complaint Resolution Process Handbook for Students and Employees*.

Notice of Rights and Options

In accordance with requirements under federal law, the College District will provide victims with written notification of their rights and options, which will outline appropriate on- and off-campus resources as well as steps a victim may want to take depending on the services the victim needs.

Investigation of the Report

The College District may request, but will not require, a written report of prohibited conduct. If a report is made orally, the College District official will reduce the report to written form.

Initial Assessment

Upon receipt or notice of a report, the College District official will determine whether the allegations, if proven, would constitute prohibited conduct as defined by this policy. If so, the College District official will immediately notify the parties to the complaint of the allegations and the formal and informal options for resolution of the complaint in writing.

<u>Request Not to Investigate</u>	<u>A complainant may request that the College District not investigate allegations or prohibited conduct. If the complainant requests that the allegations not be investigated, in deciding whether to initiate the investigation, the College District must consider the factors described by law and any other factors the College District considers relevant.</u>
	<u>The College District will promptly notify the complainant of the decision regarding whether it will conduct the investigation. If the College District decides not to investigate the allegations, the College District will take reasonable steps to protect the health and safety of the College District community.</u>
Formal Resolution	If any of the parties decline to participate in informal resolution of the complaint or the College District official finds informal resolution of the complaint to be inappropriate, the College District official will authorize or undertake an investigation, except as provided below at Criminal Investigation.
Interim Action	If appropriate and regardless of whether a criminal or regulatory investigation regarding the alleged conduct is pending, the College District will promptly take interim action calculated to address prohibited conduct prior to the completion of the College District's investigation.
	If, after engaging in an individualized safety and risk analysis, the College District determines that an immediate threat to the physical health or safety of any student or other individual, arising from the allegation of <u>sexual harassment prohibited conduct</u> , justifies the removal of the respondent, the College District will provide the respondent with written notice of this interim action and afford the respondent an opportunity to challenge the decision immediately after the removal.
College District Investigation	The investigation may be conducted by the College District official or a designee or by a third party designated by the College District, such as an attorney. The investigator will have received appropriate training regarding the issues related to the complaint and the relevant College District's policy and procedures. The investigator will conduct a prompt, fair, and impartial process from the initial investigation to the final result. <u>Investigation and resolution procedures and guidelines are also detailed in the College District's Title IX Complaint Resolution Process Handbook for Students and Employees.</u>
	The investigation may consist of personal interviews with the person making the report, the person against whom the report is filed, and others with knowledge of the circumstances surrounding the

allegations. The investigation may also include analysis of other information or documents related to the allegations. Both the victim and student respondent may have an observer(s) present during any meeting with the investigator.

During the investigation:

1. The burden of gathering evidence and burden of proof must remain on the College District, not on the parties.
2. The College District must provide equal opportunity for the parties to present facts and expert witnesses and other inculpatory and exculpatory evidence.
3. The College District must not restrict the ability of the parties to discuss the allegations or gather evidence (e.g., no “gag orders”).
4. The parties must have the same opportunity to select an advisor of the party’s choice who may be, but need not be, an attorney.
5. The College District must send written notice of any investigative interviews, meetings, or hearings to the parties. This written notice must include a statement that the respondent is presumed not responsible and that a determination will not be made until the conclusion of the grievance process. If the scope of the investigation expands, the College District must issue a supplemental written notice to the parties providing additional details that also meet this standard.
6. The College District must send the parties and their advisors evidence directly related to the allegations, in electronic format or hard copy, and provide at least ten days for the parties to inspect, review, and respond to the evidence.
7. The College District must dismiss allegations of conduct that do not meet the federal Title IX definition of ~~sexual harassment~~prohibited conduct or did not occur in the institution’s education program or activity against a person in the U.S. Such dismissal is only for Title IX purposes and does not preclude the College District from addressing the conduct in any manner the institution deems appropriate (e.g., general discrimination or harassment complaint, Student Code of Conduct violation).
8. The College District may, at its discretion, dismiss a formal complaint or allegations contained therein, if:

- a. The complainant informs the Title IX coordinator in writing that the complainant desired to withdraw the formal complaint or allegations contained therein;
 - b. The respondent is no longer enrolled at or employed by the College District; or
 - c. Specific circumstances prevent the College District from gathering sufficient evidence to reach a determination.
9. The College District must give the parties written notice of a dismissal, whether mandatory or discretionary, and the reasons for the dismissal.

~~Mandatory dismissal provisions include the following:~~

- ~~1. The alleged conduct is determined to not constitute sexual harassment, as defined in this policy;~~
- ~~2. The alleged conduct is determined not to have occurred within a College District's education program or activity; or~~
- ~~3. The alleged conduct is determined not to have occurred against a person in the United States.~~

~~Discretionary dismissal provisions include the following:~~

- ~~1. The complainant would like to withdraw the complaint;~~
- ~~2. The respondent is no longer enrolled at or employed by the College District; or~~
- ~~3. Specific circumstances prevent the College District from gathering evidence sufficient to reach a determination.~~

~~The College District may, at its discretion, consolidate formal complaints.~~

Privacy Rights

Federal Title IX regulations protect the privacy of a party's medical, psychological, and similar treatment records by stating that the College District cannot access or use such records unless the College District obtains the party's voluntary, written consent to do so.

Criminal or
Regulatory
Investigation

If a law enforcement or regulatory agency notifies the College District that a criminal or regulatory investigation has been initiated, the College District will confer with the agency to determine if the College District's investigation would impede the criminal or regulatory investigation. The College District will proceed with its investigation only to the extent that it does not impede the ongoing criminal or regulatory investigation and in compliance with applicable federal Title IX regulations. After the law enforcement or regulatory agency has completed gathering its evidence, the College District

will promptly resume its investigation. Any delay under this provision will constitute good cause for an extension of timelines established by this policy and associated procedures.

Concluding the Investigation and Hearing

Absent extenuating circumstances, such as a request by a law enforcement or regulatory agency for the College District to delay its investigation, the investigation and hearing should be completed within 60 College District business days from the date of the report; however, the investigator will take additional time if necessary to complete a thorough investigation.

The investigator will prepare a written report of the investigation. The report will be filed with the College District official overseeing the investigation. The investigation must result in an investigation report that fairly summarizes the investigation, and the report must be completed at least ten College District business days prior to the hearing. Access to this report must be given so that the complainant, ~~and respondent,~~ and their respective advisors can meaningfully respond to the evidence prior to the conclusion of the investigation. The College District must send the evidence to each party and their advisors in electronic form and provide at least ten College District business days for them to submit a written response, which the investigator must consider before finalizing the investigation. The College District must make the evidence available again at any hearing, including for use in cross-examination.

Hearings

In accordance with applicable federal Title IX regulations, the College District will provide for a live hearing. During this live hearing:

1. A decision-maker must permit each party's advisor to ask the other party and any witnesses all relevant questions and follow-up questions, including those bearing on credibility.
2. Cross-examination must be conducted directly, orally, and in real time by the party's advisor of choice, and never by a party personally.
3. If a party is unable to obtain an advisor, the College District must provide one, free of charge, for the purpose of conducting cross-examination for the party. The advisor provided does not have to be, but may be, an attorney.
4. While the hearing must be "live," at either party's request, the College District must provide the parties with separate rooms and use technology so the decision-maker and parties may simultaneously see and hear the questions.
5. At the hearing, the decision-maker has the responsibility to determine the relevancy of questions and explain in real time any decision not to permit a certain line of questioning.

6. During the investigation or hearing, questioning concerning a complainant's sexual history is generally not permitted, unless allowed by Title IX regulations.
7. If a party or witness refuses to submit to cross-examination, the College District is required to ignore that person's statement and reach a decision based on the remaining body of relevant evidence. The College District is not, however, permitted to draw an adverse inference based on the mere fact that an individual refused to submit to cross-examination.
8. During the hearing, questions and evidence about the complainant's sexual predisposition or prior sexual behavior will be considered irrelevant, unless offered to prove that someone other than the respondent committed the alleged misconduct or to prove consent.
9. The College District must make an audio or video recording of the hearing, or a transcript, and make it available to the parties for inspection and review.
10. The decision-maker(s) facilitating the live hearing must not be the same person(s) as the Title IX coordinator or investigator(s).
11. After the hearing, the decision-maker(s) must issue a written determination of responsibility applying the preponderance of the evidence standard (i.e., more likely than not to have occurred) ~~standard~~. The written determination must include the following elements:
 - a. Identification of the allegations at issue;
 - b. A description of the procedural steps taken throughout the case;
 - c. Findings of fact supporting the determination;
 - d. Conclusions regarding application of the College District's Title IX policy;
 - e. A statement and rationale as to the determination for each allegation;
 - f. A statement of any disciplinary sanction and whether any remedies will be provided to the complainant; and
 - g. A description of the procedures and permissible ground for appeal.

12. The decision-maker's written determination must be sent simultaneously to the parties along with information about how to file an appeal.

Notification of the
Outcome

The College District will provide written notice of the outcome, within the extent permitted by the Family Educational Rights and Privacy Act (FERPA) or other law, to the victim and the person against whom the complaint is filed. The parties will be given the opportunity to respond to the report.

Upon written request, the College District will disclose to the alleged victim of a crime of violence, as defined in Title 18 Section 16, United States Code, or non-forcible sex offense (i.e., incest or statutory rape) the report on the results of any disciplinary proceeding conducted by the College District against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the College District will treat the victim's next of kin as the alleged victim.

**College District
Action**

Prohibited Conduct

The College District will determine, based on the results of the investigation, whether each individual allegation of misconduct occurred using the preponderance of the evidence standard (i.e., more likely than not to have occurred). If the results of an investigation and live hearing indicate that prohibited conduct occurred, the College District will promptly respond by taking appropriate disciplinary or corrective action reasonably calculated to address the conduct, in accordance with College District policy and procedures. [See FM and FMA]

Corrective Action

Examples of corrective action may include, but are not limited to, the following:

1. Implementing the disciplinary measures or penalties described in FM(Local) for students;
- ~~2.~~ 2. Providing a training program for those involved in the complaint;
- ~~3.~~ 3. Providing a comprehensive education program for the College District community;
- ~~4.~~ 4. Providing counseling for the complainant and respondent;
- ~~5.~~ 5. Permitting the complainant or respondent to drop a course in which they both are enrolled without penalty;
- ~~6.~~ 6. Conducting follow-up inquiries to determine if any new incidents or any instances of retaliation have occurred;
- ~~7.~~ 7. Involving students in efforts to identify problems and improve the College District climate;

~~7.8.~~ Increasing staff monitoring of areas where prohibited conduct has occurred; ~~and~~

~~9.~~ Reaffirming the College District's policy against dating violence, domestic violence, gender-based harassment, sex discrimination, sexual ~~violence assault~~, sexual harassment, and stalking;

~~8-10.~~ Taking other actions allowed by Board policy.

Exception

The College District will minimize attempts to require a student who complains of prohibited conduct as defined by this policy to resolve the problem directly with the person who engaged in the prohibited conduct; however, if that is the most appropriate resolution method, the College District will be involved in an appropriate manner.

Improper Conduct

If the College District determines that the allegations, if proven, would not constitute prohibited conduct as defined by this policy but may constitute a violation of other College District rules or regulations, the College District may take other appropriate disciplinary action in accordance with College District policy and procedures or other corrective action calculated to address the conduct.

Dismissal of Complaint

Mandatory Dismissal

An allegation presented as a formal complaint under Title IX is subject to the mandatory dismissal procedures under law. Mandatory dismissal provisions include the following:

1. The alleged conduct is determined to not constitute sexual harassment, as defined in this policy;
2. The alleged conduct is determined not to have occurred within a College District's education program or activity; or
3. The alleged conduct is determined not to have occurred against a person in the United States.

Permissive Dismissal

Any complaint may be dismissed at any time on request of a complainant. The Title IX coordinator must first assess the request in accordance with this policy at Request Not to Investigate, above.

Permissive or discretionary dismissal provisions include the following:

1. The complainant would like to withdraw the complaint;

2. The respondent is no longer enrolled at or employed by the College District; or
3. Specific circumstances prevent the College District from gathering evidence sufficient to reach a determination as to the complaint or allegations.

Notice of Dismissal

Upon dismissal of a complaint, the designated Title IX coordinator or the deputy Title IX coordinator will provide the parties written notice of the dismissal.

Confidentiality

To the greatest extent possible, the College District will respect the privacy of the complainant, respondent, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation and comply with applicable law.

Appeal

Either the complainant or respondent may appeal the determination rendered as a result of the investigation and live hearing, or any discretionary dismissal of the complaint, on the following permissible grounds:

1. Procedural irregularity that affected the outcome;
2. New evidence not reasonably available that could affect the outcome; and/or
3. Conflict of interest or bias by the College District's participants that affected the outcome.

The College District will ensure that the following elements are present during the course of the appeal:

1. The non-appealing party will be notified of the appeal and allowed to submit a written statement in response.
2. The appeal decision-maker(s) cannot be the same individuals as the hearing decision-maker(s). Nor can the appeal decision-maker(s) be the Title IX coordinator or the investigator(s) on the case.
3. The appeal must conclude with a written decision describing the appeal and the rationale for the result that is provided to the complainant and respondent simultaneously.

Appeals under this policy will be submitted to the appeals officer or administrator designated by the College District. The applicable appeal deadlines and guidelines detailed in the College District's Title

IX Complaint Resolution Process Handbook for Students and Employees of FMA(LOCAL) will be followed. The College District will provide written notice of the outcome of any appeal, within the extent permitted by FERPA or other law, to the complainant and the respondent.

Upon written request, the College District will disclose to the alleged victim of a crime of violence, as defined in Title 18, Section 16, United States Code, or non-forcible sex offense (i.e., incest or statutory rape) the report on the results of any disciplinary proceeding conducted by the College District against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the College District will treat the victim's next of kin as the alleged victim.

Informal Resolution

After a formal complaint is filed, the College District may permit the voluntary use of an informal resolution process at any time prior to a final determination. The parties must provide their voluntary consent in writing to participate in such a process.

Prior to commencing an informal resolution process, the College District will provide the parties with the required written notice of the allegations and a description of the parameters of the informal resolution process. The notice will include a statement that a party is permitted to withdraw from the informal resolution process and resume the formal process at any time prior to a resolution being reached.

Informal resolution is prohibited in any case where a College District employee is accused of committing prohibited conduct sexual harassment against a student.

The College District will not require the parties to waive their rights to a formal process and agree to informal resolution as a condition of enrollment or employment.

Retaliation

Retaliation against anyone involved in the complaint process is a violation of College District policy and is prohibited. Neither the College District nor any person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by applicable federal Title IX regulation; this policy; or because the individual has made a report or complaint, testified, assisted with, participated in, or refused to participate in a Title IX investigation, proceeding, or hearing.

Charging an individual with a violation(s) that does not involve sexual harassment, but arises out of the same facts or circumstances

as a formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by applicable federal Title IX regulations, constitutes retaliation.

In an effort to prevent acts of retaliation, the College District will keep confidential and not disclose the identities of complainants, respondents, and witnesses, except as permitted by FERPA, required by law, or necessary to investigate and resolve a Title IX complaint.

The exercise of rights protected under the First Amendment does not constitute retaliation.

Charging an individual with a violation(s) for making a materially false statement in bad faith during the course of a Title IX grievance proceeding does not constitute retaliation. However, a determination regarding responsibility, alone, is not sufficient to conclude that any party made a bad faith materially false statement.

Complaints alleging retaliation in connection with a complaint or investigation of prohibited conduct will be addressed in accordance with this policy. Complaints alleging retaliation in connection with other policies or laws may be filed in accordance with the College District's prompt and equitable grievance procedures. [See FFDB and FLD]

Other Appeals

Appeals for complaints of prohibited conduct or Title IX violations will be processed as detailed in the College District's *Title IX Complaint Resolution Process Handbook for Students and Employees*. All other appeals outside of this policy may be submitted through the applicable grievance policy beginning at the appropriate level. [See DGBA(LOCAL) for employees, FMA(LOCAL) for students, and GB(LOCAL) for community members]

The College District will provide written notice of the outcome of any appeal(s), within the extent permitted by FERPA or other law, to the victim and the person against whom the complaint is filed. The parties will be given the opportunity to respond to the report.

Complaints Filed with OCR

A party will also be informed of his or her right to file a complaint with the U.S. Department of Education Office for Civil Rights (OCR).

Records Retention

Retention of records will be in accordance with the College District's records retention procedures. [See CIA]

Records of formal complaint resolutions and informal resolutions will be retained by the College District for a period of seven years.

The College District will retain all materials used to train institutional participants in the various phases of the resolution process, including the Title IX coordinators and decision-makers. All materials utilized to train Title IX coordinators, investigators, hearing panel participants, and decision-makers will be made available in accordance with applicable federal Title IX regulation requirements.

In instances where the College District receives a report of ~~sexual harassment~~prohibited conduct, but a formal complaint is not filed, the institution will maintain a record of all actions taken, including supportive measures, for a period of seven years. In these instances, the College District will include a written rationale explaining why a formal complaint was not filed.

**Access to Policy,
Procedures, and
Related Materials**

Information regarding this policy and any accompanying procedures, as well as relevant educational and resource materials concerning the topics discussed in this policy, will be distributed annually to College District employees and students in compliance with law and in a manner calculated to provide easy access and wide distribution, such as through electronic distribution and inclusion in the employee and student handbooks and other major College District publications. Information regarding the policy, procedures, and related materials will also be prominently published on the College District's website, taking into account applicable legal requirements. Copies of the policy and procedures will be readily available at the College District's administrative offices and will be distributed to a student or employee who makes a report.

¹ Title IX Coordinator email: <mailto:tbrennan@collin.edu>

² Title IX/Sexual Misconduct webpage: <https://www.collin.edu/titleix>

³ Deputy Title IX Coordinator for Students email: <mailto:athroop@collin.edu>

Collin County Community College District Board of Trustees

2021-03-2

March 2, 2021

Resource: Kim Davison
Chief of Staff

AGENDA ITEM:

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

- **BBE(Local)** – Board Members – Authority
- **BE(Local)** – Policy and Bylaw Development
- **DHC(Local)** – Employee Standards of Conduct – Child Abuse and Neglect Reporting
- **EFB(Local)** – Curriculum Design – Degrees and Certificates - ADD

DISCUSSION:

The Organization, Education, and Policy Committee reviewed all policies presented in this item. The Committee Chair will report out a recommendation at the February 23, 2021 regular meeting of the Board of Trustees.

PROPOSED CHANGES:

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

- **BBE(Local) Board Members – Authority –** Recommended revisions provide clarification of the decision-making process of the Board; clarify limitations of Board members' access to district records and reports; and remind Board members to adhere to the College District's information security controls.
- **BE(Local) Policy and Bylaw Development – A** revision to this local policy clarifies that a College District's legally referenced policies are not adopted by the Board and establishes that the official policy manual is the responsibility of the chief executive officer of the College District.
- **DHC(Local) Employee Standards of Conduct – Child Abuse and Neglect Reporting –** Revisions throughout this policy reflect Education Code requirements that a College District must develop procedures governing the reporting of child abuse and neglect as required by the Texas Family Code.

- **EFB(Local) Curriculum Design – Degrees and Certificates** – This policy was added to comply with provisions in SB 25 that require College Districts to develop at least one recommended course sequence for each undergraduate degree or certificate program beginning with the 2021-2022 academic year.

DISTRICT PRESIDENT’S RECOMMENDATION:

The District President recommends approval of the four Local Board Policies as outlined above.

SUGGESTED MOTION:

This item may come as a motion and second out of committee. A suggested motion would be, “Mr. Chairman, I make the motion that the Board of Trustees of Collin County Community College District approves the Local Board Policies.”

Board Authority

The Board has final authority to determine and interpret the policies that govern the College District and, within the limits imposed by other legal authorities, has complete and full control of the College District.

**Transacting
Business**

Official Board action ~~shall~~will be taken only in meetings that comply with the Open Meetings Act. When a proposal is presented to the Board, the Board will hold a discussion and reach a decision. The affirmative vote of a majority of all Board members ~~shall~~will be required to transact business. [See BD] Although there may be dissenting votes, which are a matter of public record, each~~Each~~ action of the Board supported by the majority is binding on the whole Board.

**Individual Authority
for Committing the
Board**

Board members as individuals ~~shall~~will not exercise authority over the College District, its property, or its employees. Except for appropriate duties and functions of the Board President, an individual member may act on behalf of the Board only with the express authorization of the Board. Without such authorization, no individual member may commit the Board on any issue. [See BCAB]

**Individual Access to
Information**

An individual Board member, acting in ~~the member's his or her~~ official capacity, ~~shall~~will have the right to seek information pertaining to College District fiscal affairs, business transactions, governance, and personnel matters, including information that properly may be withheld from members of the general public in accordance with the Public Information ~~Act, Chapter of the Government Code.~~ [See GCA]

Limitations

If a Board member is not acting in the member's official capacity, the Board member has no greater right to College District records than a member of the public.

An individual member ~~shall~~will not have access to confidential student records unless the member is acting in ~~the member's his or her~~ official capacity and has a legitimate educational interest in the records in accordance with policies FJ(LEGAL) and (LOCAL).

Requests for
Records

Individual members ~~shall~~will seek access to records or request copies of records from the ~~DistrictCollege~~ President or other designated custodian of records. When a custodian of records other than the ~~DistrictCollege~~ President provides access to records or copies of records to individual Board members, the provider ~~shall~~will inform the ~~DistrictCollege~~ President of the records provided.

A Board member who is denied access to a record under this policy may ask the Board to determine whether the record should be provided or may request it as a member of the public. [See GCA]

Requests for
Reports

No individual Board member will direct or require College District employees to prepare reports derived from an analysis of information in existing College District records or to create a new record compiled from information in existing College District records.

Directives to the DistrictCollege President or other College District staff regarding the preparation of reports that will, in the opinion of the DistrictCollege President, require excessive staff time or expense ~~shall~~will be authorized by action of the Board.

Confidentiality

At the time Board members are provided access to confidential records or to reports compiled from such records, the DistrictCollege President or other College District employee ~~shall~~will advise them of their responsibility to comply with confidentiality requirements and the College District's information security controls.

Referring
Complaints

If employees, students, or citizens bring a concern or complaint to an individual Board member, ~~the Board member~~he or she shall~~will~~ refer them to the DistrictCollege President or designee, who ~~shall~~will proceed according to appropriate Board policy. [See DGBA, FLD, and GB]

When the concern or complaint directly pertains to the Board's own actions or policy, for which there is no administrative remedy, the Board member may request that the issue be placed on the agenda.

Staff Authority

Except as authorized by these policies, no employee or agent ~~shall~~will have the authority to bind the College District contractually.

Within the context of current law, the College District will be guided by Board-adopted written policies that are given appropriate distribution and are accessible to staff members, parents, students, and community residents.

Organization

Legally referenced policies contain provisions from federal and state statutes and regulations, case law, and other legal authority that together form the framework for local decision making and implementation. These policies are binding on the College District until the cited provisions are repealed, revised, or superseded by legislative, regulatory, or judicial action.

At each policy code, the legally referenced policy and the Board-adopted local policy must be read together to further a full understanding of a topic.

Terms

The terms “Trustee” and “Board member” are used interchangeably in the local policy manual. Both terms are intended to reflect all the duties and obligations of the office.

[See AB for College District name terminology]

Harmony with Law

Newly enacted law is applicable when effective. No policy or regulation, or any portion thereof, will be operative if it is found to be in conflict with applicable law.

Severability

If any portion of a policy or its application to any person or circumstance is found to be invalid, that invalidity will not affect other provisions or applications of policy that can be given effect without the invalid provision or application. To this end, the provisions of this policy manual are declared to be severable.

Policy Development

Policies and policy amendments may be initiated by the District President, Board members, College District personnel, students, or community citizens but generally will be recommended for the Board’s consideration by the District President.

Adoption and Amendment

Local policies may be adopted or amended by a majority of the Board at any regular or special meeting, provided that Board members have had advance written notice of the proposed change and that it has been placed on the agenda for such meeting.

Local policies will become effective upon Board adoption or at a future date designated by the Board at the time of adoption.

Legally referenced policies are not adopted by the Board.

Official Policy Manual

The Board will designate one copy of the local policy manual as the official policy manual of the College District. The official copy will be kept in the District President’s office, and the District President ~~or designee~~ will be responsible for its accuracy and integrity

and will maintain a historical record of the College District's policy manual.

TASB Localized
Updates

After Board review of legally referenced policies and adoption of local policies, the new material will be incorporated into the official policy manual and into the online policy site maintained by the College District. If discrepancies occur between different copies of the policies, the version contained in the official policy manual will be regarded as authoritative.

Perfunctory Changes

The District President or designee may approve perfunctory or insignificant changes to any portion of a (LOCAL) policy, so long as such change does not alter the purpose, intent, or application of the policy. Perfunctory changes will be limited to changes made to correct spelling or grammatical errors, and to update titles, names, or other contact information for individuals or departments assigned to carry out the responsibilities of a particular policy.

Reporting

Any person who has cause to believe that a child's physical or mental health or welfare has been adversely affected by abuse or neglect has a responsibility under state law to immediately report the suspected abuse or neglect to an appropriate authority.

As defined in state law, child abuse and neglect include both sex and labor trafficking of a child.

A professional who has cause to believe that a child has been or may be abused or neglected or may have been a victim of indecency with a child has an additional legal obligation to submit a written or oral report within 48 hours of learning of the facts giving rise to the suspicion of abuse or neglect. A "professional" is anyone licensed or certified by the state who has direct contact with children in the normal course of duties for which the individual is licensed or certified.

A person is required to make a report if the person has cause to believe that an adult was a victim of abuse or neglect as a child and the person determines in good faith that disclosure of the information is necessary to protect the health and safety of another child or an elderly or disabled person.

Making a Report

Reports may be made to any of the following:

1. A state or local law enforcement agency;
2. The Child Protective Services (CPS) division of the Texas Department of Family and Protective Services (DFPS) at (800) 252-5400 or the Texas Abuse Hotline Website;
3. A local CPS office; or
4. If applicable, the state agency operating, licensing, certifying, or registering the facility in which the suspected abuse or neglect occurred.

However, if the suspected abuse or neglect involves a person responsible for the care, custody, or welfare of the child, the report must be made to DFPS, unless the report is to the state agency that operates, licenses, certifies, or registers the facility where the suspected abuse or neglect took place; or the report is to the Texas Juvenile Justice Department as a report of suspected abuse or neglect in a juvenile justice program or facility.

An individual does not fulfill the person's responsibilities under the law by only reporting suspicion of abuse or neglect to the District President or another College District staff member. The College District will not require an employee to first report the employee's suspicion to a College District or campus administrator.

EMPLOYEE STANDARDS OF CONDUCT
CHILD ABUSE AND NEGLECT REPORTING

DHC
(LOCAL)

Confidentiality In accordance with state law, the identity of a person making a report of suspected child abuse or neglect will be kept confidential and disclosed only in accordance with the rules of the investigating agency.

Immunity A person who in good faith reports or assists in the investigation of a report of child abuse or neglect is immune from civil or criminal liability.

Failure to Report By failing to report suspicion of child abuse or neglect, an employee:

1. May be placing a child at risk of continued abuse or neglect;
2. Violates the law and may be subject to legal penalties, including criminal sanctions for knowingly failing to make a required report; and
3. Violates Board policy and may be subject to disciplinary action, including possible termination of employment.

It is a criminal offense to coerce someone into suppressing or failing to report child abuse or neglect.

Responsibilities Regarding Investigations In accordance with law, College District officials will be prohibited from:

1. Denying an investigator's request to interview a child on campus in connection with an investigation of child abuse or neglect;
2. Requiring a parent or College District employee be present during the interview; or
3. Coercing someone into suppressing or failing to report child abuse or neglect.

College District personnel will cooperate fully and without parental consent with an investigation of reported child abuse or neglect.

Adverse Employment Action Prohibited The College District prohibits any adverse employment action, including termination or discrimination, against any employee who in good faith reports child abuse or neglect or participates in a related investigation.

Training The College District will provide training to employees as required by law. Training will address reporting requirements and techniques to prevent and recognize sexual abuse, trafficking, and all other maltreatment of children.

ⁱ Texas Abuse Hotline Website: <https://www.txabusehotline.org>

NEW POLICY

The Board will approve the degrees and certificates to be awarded by the College District. The degrees and certificates offered by the College District and the associated recommended course sequences ~~developed~~ approved by the College District administration will be described in the College District catalog and on the College District website.

Collin County Community College District Board of Trustees

2021-03-3

March 2, 2021

Resource: Christopher Eyle
Vice President of Facilities & Construction

AGENDA ITEM: Report Out of the Campus Facilities and Construction Committee and Consideration of Approval of the District President to Finalize Negotiations and Execute a Contract for the Purchase and Installation of New Boilers, Pumps, and Piping at the Plano Campus

DISCUSSION: At the Plano Campus, there is not enough boiler capacity to heat the building. A project to install new boilers, pumps, and piping to adequately accommodate the heating load of the campus is planned.

There are two boilers in the main central plant that were refurbished in 2005. The current heat plant worked well for the original building. However, over the years multiple expansions have been accomplished and the heat plant was not increased in capacity. Currently on a cold day, the heat plant cannot adequately meet the heat required in the building. To effectively heat the building, not only the boiler plant but also the heating water distribution piping mains need to be upsized or supplemented.

The current conditions result in the heating plant running full capacity during the majority of the cooler months and the inability to effectively heat the entire campus. There is no redundancy in heating capacity, meaning if one pump or boiler fails on a cold day the campus will experience significant heating issues. The need for more heating than what is available also causes the boilers to receive colder water than they are designed for which can cause them to fail more quickly. The heating plant is operating inefficiently and uses more energy due to low heating water temperatures and constant full load operation.

The recommended project will replace the two existing boilers with new, more efficient, and physically smaller boilers to properly meet the heat demand of the campus, provide necessary redundancy, and upsize the main heating water line in the plant.

Formal solicitations will be issued and evaluated to determine the contractor. The funding for this project is budgeted and

available in the Facilities and Construction Renewal & Replacement budget.

Delegating authority to the District President to contract for these services will expedite the work to be performed. The intent is to have the new boilers in place for fall 2021.

DISTRICT PRESIDENT'S RECOMMENDATION: The District President recommends approval to finalize negotiations and execute a contract for the purchase and installation of new boilers, pumps, and piping at the Plano Campus.

SUGGESTED MOTION: This item may come as a motion and second out of committee. A suggested motion would be, "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the District President to finalize negotiations and execute a contract for the purchase and installation of news boilers, pumps, and piping at the Plano Campus."

Collin County Community College District Board of Trustees

2021-03-4

March 2, 2021

Resource: Christopher Eyle
Vice President of Facilities & Construction

AGENDA ITEM: Report Out of the Campus Facilities and Construction Committee and Consideration of Approval of the District President to Finalize Negotiations and Execute a Contract for Stormwater Drainage Repairs at the Plano Campus

DISCUSSION: The Plano Campus is experiencing widespread stormwater drainage issues underneath and around the main building which have caused significant water intrusion issues in the crawl space and affected the grounds around the building, leading to concrete upheaval and depressions, and potential ADA violations.

Stormwater basins/drains that are meant to alleviate stormwater drainage issues shifted above grade in some areas making them ineffective, and a number of French drains have failed. Due to failed drainage systems, water has started to wash out the soil under some of the building's flat work contributing to unlevel surfaces. The soil is being washed away below the foundation walls, allowing large amounts of stormwater to create rivers and ponds under the building.

The current risks due to these drainage issues include decreased indoor air quality due to elevated moisture levels under the building; potential injuries to our students, faculty, and staff due to unlevel working and walking surfaces; potential or structural damage due to the erosion and shifting of the soil; increased rodents, bugs and pests; potential electrical and electronic equipment failures; and potential ADA violations.

In discussions with RLK Engineering, District Staff recommends:

- Installation of four-foot wide concrete flumes along with catch basins and drain pipes adjacent to the existing building in areas where existing French drains appear to have failed to capture drainage currently infiltrating into the existing French drain embedment, adjacent pavement subgrade, and building crawl space
- Lowering of four existing catch basins to collect surface drainage currently contributing to the drainage issues
- Perform a minor amount of grading and sodding adjacent to the flumes and inlets in order to improve drainage

Formal solicitations will be issued and evaluated to determine the contractor. This project will be funded from available funds in the Facilities and Construction Renewal and Replacement budget.

Ideally this work could be done over the summer of 2021. Delegating authority to the District President to contract for these services will expedite the work to be performed.

DISTRICT PRESIDENT'S RECOMMENDATION: The District President recommends approval to finalize negotiations and execute a contract for stormwater drainage repairs at the Plano Campus.

SUGGESTED MOTION: This item may come as a motion and second out of committee. A suggested motion would be, "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the District President to finalize and execute a contract for stormwater drainage repairs at the Plano Campus."

Collin County Community College District Board of Trustees

2021-03-5

March 2, 2021

Resources: Melissa Irby
Chief Financial Officer
Dr. Sherry Schumann
Executive Vice President

AGENDA ITEM: Report Out of the Finance and Audit Committee and Consideration of Approval of Tuition Rates Effective Fall 2021

DISCUSSION: A tuition increase is being recommended for the academic year of 2021-2022 of \$3.00 per rate:

- County Resident – from \$52.00 to \$55.00
- Out-of-County Resident – from \$98.00 to \$101.00
- Out-of-State/Country Resident – from \$165.00 to \$168.00

The Board's goal of having revenue from state appropriations, tuition, and fees to equal instructional expenses to ensure the financial stability of Collin College will be met with the increased tuition rates for the coming academic year.

DISTRICT PRESIDENT'S RECOMMENDATION: The District President recommends that the Board of Trustees approves the tuition rates of \$55.00 per credit hour for in-county residents, \$101.00 per credit hour for out-of-county residents and \$168.00 per credit hour for out-of-state/out-of-country residents, effective fall 2021. This is an increase in tuition.

SUGGESTED MOTION: This item may come as a motion and second out of committee. A suggested motion would be, "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the tuition rates of \$55.00 per credit hour for in-county residents, \$101.00 per credit hour for out-of-county residents and \$168.00 per credit hour for out-of-state/out-of-country residents, effective Fall 2021. This is an increase in tuition."

Collin County Community College District Board of Trustees

2021-03-6

March 2, 2021

Resource: Dr. Sherry Schumann
Executive Vice President

AGENDA ITEM: Report Out of the Finance and Audit Committee and Consideration of Approval for an Increase in Student Housing Fees

DISCUSSION: Board approval is needed for any student fees, including Student Housing rental fees. An increase in rent is necessary to support the Student Housing pilot and provide additional amenities to support student success.

This proposal would increase the rent for each of our housing options by \$162.00 per semester during the fall and spring semesters, \$126.00 in each housing option during the full summer semester, and \$69.00 in each housing option for a half-summer semester. This recommended increase represents the same rate of cost increases incurred by Collin College to provide wireless internet in every apartment throughout Student Housing as well as laundry facility provision at no additional cost to residents.

The internet rate of \$150 per resident per semester (full semester) was covered this year and was a planned increase for 2021-2022. The \$12 for laundry (full semester) will provide all machines free of charge per use versus the current charge of \$1.50-\$2.00 per wash load and \$1.25 per dryer load. Increases of both fees cover costs only.

The chart below outlines the current and proposed fees. Rent will be charged on a semester basis similar to other colleges (4.5 months). The average rent per month will be \$36 higher than the current fee under this proposal.

DISTRICT PRESIDENT'S RECOMMENDATION: The District President recommends the approval of the Student Housing fee increases effective for 2021-2022 in the amount of \$162.00 per long semester, \$126.00 per full summer term, and \$69.00 per half summer term, to cover the cost of internet and laundry usage.

SUGGESTED MOTION: This item may come as a motion and second out of committee. A suggested motion would be, "Mr. Chairman, I make a motion that the Board of Trustees of Collin County

Community College District approves the increase in Student Housing fees in the amount of \$162.00 per long semester, \$126.00 per full summer term, and \$69.00 per half summer term to cover the cost of internet and laundry usage.”

Collin College Student Housing Fees for 2021-2022 - Proposed				
Description	2-Bedroom 2-Bath	4 Bedroom 2-Bath	Efficiency	Proposed change 2021-2022
Fall/Spring Per Semester Charge	Current \$2,588 Proposed \$2,750	Current \$2,025 Proposed \$2,187	Current \$3,488 Proposed \$3,650	Increase each by \$162
Full Summer Charge	Current \$2,013 Proposed \$2,139	Current \$1,575 Proposed \$1,701	Current \$2,713 Proposed \$2,839	Increase each by \$126
1/2 Summer Charge	Current \$1,006 Proposed \$1,075	Current \$788 Proposed \$857	Current \$1,356 Proposed \$1,425	Increase each by \$69
Refundable Security Deposit	\$200	\$200	\$200	No change
Application Fee (Non-refundable)	\$50	\$50	\$50	No change
Monthly Late Fee (3 rd Business Day)	\$25	\$25	\$25	No change
NSF Fee	\$25	\$25	\$25	No change
Lease Cancellation Fee	\$150	\$150	\$150	No change

Collin County Community College District Board of Trustees

2021-03-7

March 2, 2021

Resource: Steve Matthews
Vice President External Relations

AGENDA ITEM: Consideration of Approval of the Notice of Election for the May 1, 2021 Election

DISCUSSION: Chapter 4, Sections 4.001-4.008, of the Texas Election Code requires the responsible authority to give Notice of Election. The Board of Trustees is asked to approve the Notice of Election for the May 1, 2021, election for Trustee Places 7, 8, and 9 for six-year terms, ending in 2027.

DISTRICT PRESIDENT'S RECOMMENDATION: To move forward with the planned election on May 1, 2021, the District President recommends approval of Notice of Election (in English and Spanish) to be held on Saturday, May 1, 2021, for the purpose of electing three members of the Board of Trustees of Collin County Community College District in Trustee Places 7, 8, and 9 for six-year terms, ending in 2027; designating location of polling places and the dates and hours available for both early voting and on election day. Information on the Election Day and Early Voting sites is incomplete at this time; the sites will be provided to the Board of Trustees when finalized.

SUGGESTED MOTION: "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves a Notice of Election (English and Spanish version) to be held on Saturday, May 1, 2021, with the understanding that a complete listing of voting centers will be provided to the Board when finalized."

**NOTICE OF TRUSTEE ELECTION
(AVISO DE ELECCIONES DE DIRECTIVOS)**

Collin County Community College District (College District) Board of Trustees hereby gives notice that the following polling sites will be open from 7 a.m. to 7 p.m. on May 1, 2021, for the purpose of electing one trustee each for positions designated as Place 7, Place 8, and Place 9 for a full six-year term.

(Distrito de Colegios Collin County Community (College District) Patronato notifica que los siguientes sitios de votación estarán abiertos 7 a.m.-7 p.m. el 1 de mayo de 2021, para el propósito de elegir un síndico cada uno para posiciones designadas como Lugar 7, Lugar 8, y Lugar 9 para un período completo de seis años.

**MAY 1, 2021
(1 de mayo de 2021)
JOINT GENERAL ELECTION
(JUNTA GENERAL ELECCION)
Early Voting Locations, Dates and Hours – Collin County
(Ubicaciones de votación temprana, Fechas y horas - Condado de Collin)**

Eligible Collin County registered voters (with an effective date of registration on or before May 1, 2021) may vote at any of the below Early Voting locations.

Los votantes elegibles registrados en el Condado de Collin (con una fecha efectiva de registro en o antes del 1 de mayo de 2021) pueden votar en cualquiera de los siguientes lugares de votación anticipada.

Sunday (Domingo)	Monday (Lunes)	Tuesday (Martes)	Wednesday (Miércoles)	Thursday (Jueves)	Friday (Viernes)	Saturday (Sábado)
Apr 18 (18 de abril)	Apr 19 (19 de abril) Early Voting (Votación Temprana) 8am – 5pm	Apr 20 (20 de abril) Early Voting (Votación Temprana) 8am – 5pm	Apr 21 (21 de abril) Early Voting (Votación Temprana) 8am – 5pm	Apr 22 (22 de abril) Early Voting (Votación Temprana) 8am – 7pm	Apr 23 (23 de abril) Early Voting (Votación Temprana) 8am – 5pm	Apr 24 (24 de abril) Early Voting (Votación Temprana) 8am – 5pm
Apr 25 (25 de abril)	April 26 (26 de abril) Early Voting (Votación Temprana) 7am – 7pm	April 27 (27 de abril) Early Voting (Votación Temprana) 7am – 7pm	April 28 (28 de abril)	April 29 (29 de abril)	April 30 (30 de abril)	May 1 (1 de mayo)

Polling Location (Ubicación de la Casilla)	Address (Dirección)	City (Ciudad)
Collin County Elections Administration Office (Oficina Administrativa de Elecciones del Condado de Collin) (Main Early Voting Location) (Principal Sitio de votación temprana)	2010 Redbud Blvd. Ste 102	McKinney
Allen ISD Service Center (Centro de Servicio de Allen ISD)	1451 N. Watters Road	Allen
Allen Municipal Complex (Complejo Municipal Allen)	301 Century Pkwy	Allen

Lovejoy ISD Administration Building (<i>Edificio de la Administración Lovejoy</i>)	259 Country Club Road	Allen
Anna ISD Board Room (<i>Sala de juntas de Anna ISD</i>)	501 S. Sherley Ave	Anna
Blue Ridge ISD Administration Building (<i>Edificio de Administración ISD Blue Ridge</i>)	318 West School Street	Blue Ridge
Renner-Frankford Library (<i>Biblioteca Renner-Frankford</i>)	6400 Frankford Road	Dallas
Farmersville City Hall (<i>Edificio Municipal de Farmersville</i>)	205 S. Main	Farmersville
Collin College - Frisco Campus (<i>Collin College- El Campus Frisco Campus</i>)	9700 Wade Blvd.	Frisco
Frisco Fire Station #8 (<i>Estación de Bomberos #8 de Frisco</i>)	14700 Rolater	Frisco
Hunt Middle School (<i>Escuela Media Hunt</i>)	4900 Legendary Dr	Frisco
Maus Middle School (<i>Escuela Media Maus</i>)	12175 Coit Road	Frisco
Lucas Community Center (<i>Centro Comunitario de Lucas</i>)	665 Country Club Road	Lucas
Bennett Elementary School (<i>Escuela Primaria Bennett</i>)	7760 Coronado Drive	McKinney
Cockrill Middle School (<i>Escuela Media Cockrill</i>)	1351 Hardin Blvd	McKinney
Collin College – Higher Education Center (<i>Collin College-Centro de Educación Superior</i>)	3452 Spur 399	McKinney
Collin College – McKinney Campus (<i>Collin College –El Campus McKinney</i>)	2200 W. University Drive	McKinney
Dowell Middle School (<i>Escuela Media Dowell</i>)	301 Ridge Road	McKinney
Evans Middle School (<i>Escuela Media Evans</i>)	6998 W. Eldorado Pkwy	McKinney
Faubion Middle School (<i>Escuela Media Faubion</i>)	2000 Rollins Street	McKinney
John and Judy Gay Library (<i>John y Judy Gay Biblioteca</i>)	6861 W. Eldorado Pkwy.	McKinney
Johnson Middle School (<i>Escuela Media Johnson</i>)	3400 Community Ave	McKinney
McKinney Boyd High School (<i>Escuela secundaria McKinney Boyd</i>)	600 Lake Forest Drive	McKinney
McKinney High School (<i>Escuela secundaria McKinney</i>)	1400 Wilson Creek Pkwy	McKinney
McKinney North High School (<i>Escuela secundaria McKinney North</i>)	2550 Wilmeth Road	McKinney
McKinney Fire Station #5 (<i>Estación de Bomberos #5 de McKinney</i>)	6600 W. Virginia Pkwy	McKinney
McKinney Fire Station #7 (<i>Estación de Bomberos #7 de McKinney</i>)	861 Independence Pkwy	McKinney
Roy and Helen Hall Memorial Library (<i>Biblioteca Conmemorativa Roy y Helen Hall</i>)	101 E. Hunt Street	McKinney

Slaughter Elementary School (<i>Escuela Primaria Slaughter</i>)	2706 Wolford Avenue	McKinney
Melissa City Hall (<i>Edificio Municipal de Melissa</i>)	3411 Barker Ave	Melissa
Murphy Community Center (<i>Centro Comunitario de Murphy</i>)	205 N. Murphy Road	Murphy
New Hope Town Hall (<i>Ayuntamiento de New Hope</i>)	121 Rockcrest Road	New Hope
Parker City Hall (<i>Edificio Municipal de Parker</i>)	5700 E. Parker Road	Parker
Carpenter Park Recreation Center (<i>Centro de Recreación del Parque Carpenter</i>)	6701 Coit Road	Plano
Christopher Parr Library (<i>Biblioteca Christopher Parr</i>)	6200 Windhaven Pkwy	Plano
Collin College - Plano Campus (<i>Collin College-El Campus Plano Campus</i>)	2800 E. Spring Creek Pkwy.	Plano
Haggard Library (<i>Biblioteca Haggard</i>)	2501 Coit Road	Plano
Harrington Library (<i>Biblioteca Harrington</i>)	1501 18 th Street	Plano
Maribelle Davis Library (<i>Biblioteca Maribelle Davis</i>)	7501-A Independence Pkwy	Plano
Plano ISD Administration Center (<i>Centro de la Administración-Plano ISD</i>)	2700 W. 15 th Street	Plano
Prosper Town Hall – Community Room (<i>Ayuntamiento de Prosper-Salón comunitario</i>)	250 W. First Street	Prosper
Richardson Civic Center/City Hall (<i>Centro Civico Richardson/Ayuntamiento</i>)	411 W. Arapaho Road	Richardson
Sachse - Michael J. Felix Community Center (<i>Centro Comunitario Sachse - Michael J. Felix</i>)	3815 Sachse Road #E	Sachse
St. Paul Town Hall (<i>Ayuntamiento de St. Paul</i>)	2505 Butschers Block	St. Paul
Collin College - Wylie Campus (<i>Collin College-El Campus Wylie Campus</i>)	391 Country Club Road	Wylie
Rita and Truett Smith Public Library (<i>Rita y Truett Smith Biblioteca Pública</i>)	300 Country Club Rd	Wylie

MAY 1, 2021
(1 de mayo de 2021)
JOINT GENERAL ELECTION
(JUNTA GENERAL ELECCION)
Election Day Polling Locations – Collin County
(Sitios para votación de las elecciones- Condado de Collin)

Eligible Collin County registered voters (with an effective date of registration on or before May 1, 2021) may vote at any of the below Election Day locations.

Los votantes elegibles registrados en el Condado de Collin (con una fecha efectiva de registro en o antes del 1 de mayo de 2021) pueden votar en cualquiera de los lugares del Día de las Elecciones que se encuentran a continuación.

7 AM – 7 PM

Polling Location <i>(Ubicación de la Casilla)</i>	Address <i>(Dirección)</i>	City <i>(Ciudad)</i>
Allen ISD Service Center <i>(Centro de Servicio de Allen ISD)</i>	1451 N. Watters Road	Allen 75013
Allen Municipal Complex <i>(Complejo Municipal Allen)</i>	301 Century Pkwy	Allen 75013
Lovejoy ISD Administration Building <i>(Edificio de Administración ISD Lovejoy)</i>	259 Country Club Road	Allen 75002
Anna ISD Board Room <i>(Sala de juntas de Anna ISD)</i>	501 S. Sherley Ave.	Anna 75409
Blue Ridge ISD Administration Bldg <i>(Edificio de Administración ISD Blue Ridge)</i>	318 West School Street	Blue Ridge 75424
Haggar Elementary School <i>(Escuela Primaria Haggar)</i>	17820 Campbell Road	Dallas 75252
Renner Frankford Branch Library <i>(Biblioteca Sucursal Renner Frankford)</i>	6400 Frankford Road	Dallas 75252
Fairview Town Hall <i>(Fairview Ayuntamiento)</i>	372 Town Place	Fairview 75069
Farmersville City Hall <i>(Edificio Municipal de Farmersville)</i>	205 S. Main Street	Farmersville 75442
Collin College – Frisco Campus <i>(Campus Frisco – Universidad)</i>	9700 Wade Blvd.	Frisco 75035
Frisco Fire Station #8 <i>(Estación de Bomberos #8 de Frisco)</i>	14700 Rolater	Frisco 75035
Hunt Middle School <i>(Escuela Media Hunt)</i>	4900 Legendary Dr.	Frisco 75034
Maus Middle School <i>(Escuela Media Maus)</i>	12175 Coit Road	Frisco 75035
Lucas Community Center <i>(Centro Comunitario Lucas)</i>	665 Country Club Road	Lucas 75002
Bennett Elementary School <i>(Escuela Primaria Bennett)</i>	7760 Coronado Drive	McKinney 75070
Cockrill Middle School <i>(Escuela Media Cockrill)</i>	1351 Hardin Blvd	McKinney 75071
Collin Higher Education Center <i>(Collin Centro de Educación Superior)</i>	3452 Spur 399	McKinney 75069
Collin College – McKinney Campus <i>(Campus McKinney – Universidad)</i>	2200 West University Dr.	McKinney 75070
Collin County Elections Administration Office <i>(Oficina Administrativa de Elecciones del Condado de Collin)</i>	2010 Redbud Blvd. Ste 102	McKinney 75069
Dowell Middle School <i>(Escuela Media Dowell)</i>	301 Ridge Road	McKinney 75070
Evans Middle School <i>(Escuela Media Evans)</i>	6998 W. Eldorado Pkwy	McKinney 75070

Faubion Middle School <i>(Escuela Media Faubion)</i>	2000 Rollins Street	McKinney 75069
Johnson Middle School <i>(Escuela Media Johnson)</i>	3400 Community Ave	McKinney 75071
McKinney Boyd High School <i>(Escuela secundaria McKinney Boyd)</i>	600 Lake Forest Drive	McKinney 75071
McKinney High School <i>(Escuela secundaria McKinney)</i>	1400 Wilson Creek Pkwy	McKinney 75069
McKinney North High School <i>(Escuela secundaria McKinney North)</i>	2550 Wilmeth Road	McKinney 75071
Slaughter Elementary School <i>(Escuela Primaria Slaughter)</i>	2706 Wolford Avenue	McKinney 75070
McKinney Fire Station #5 <i>(Estación de Bomberos #5 de</i>	6600 W. Virginia Pkwy.	McKinney 75071
McKinney Fire Station #7 <i>(Estación de Bomberos #7 de</i>	861 Independence Pkwy	McKinney 75072
John and Judy Gay Library <i>(John y Judy Gay Biblioteca)</i>	6861 W. Eldorado Pkwy.	McKinney 75070
Roy and Helen Hall Memorial Library <i>(Biblioteca Conmemorativa Roy y Helen Hall)</i>	101 E. Hunt Street	McKinney 75069
Melissa City Hall <i>(Edificio Municipal de Melissa)</i>	3411 Barker Ave	Melissa 75454
Murphy Community Center <i>(Centro Comunitario Murphy)</i>	205 N. Murphy Road	Murphy 75094
Terry Pope Administration Bldg <i>(Edificio de Administración Terry Pope)</i>	615 FM 1138 N	Nevada 75173
New Hope Town Hall <i>(Ayuntamiento de New Hope)</i>	121 Rockcrest Road	New Hope 75071
Parker City Hall <i>(Ayuntamiento de Parker)</i>	5700 E. Parker Road	Parker 75002
Armstrong Middle School <i>(Escuela Media Armstrong)</i>	3805 Timberline Drive	Plano 75074
Bethany Elementary School <i>(Escuela Primaria Bethany)</i>	2418 Micarta Drive	Plano 75025
Bowman Middle School <i>(Escuela Media Bowman)</i>	2501 Jupiter Road	Plano 75074
Carpenter Middle School <i>(Escuela Media Carpenter)</i>	3905 Rainier Drive	Plano 75023
Collin College - Plano Campus <i>(Campus Plano – Universidad)</i>	2800 E. Spring Creek Parkway	Plano 75074
Haggard Middle School <i>(Escuela Media Haggard)</i>	2832 Parkhaven Drive	Plano 75075
Hendrick Middle School <i>(Escuela Media Hendrick)</i>	7400 Red River Drive	Plano 75025
Robinson Middle School <i>(Escuela Media Robinson)</i>	6701 Preston Meadow Drive	Plano 75024
Schimelpfenig Middle School <i>(Escuela Media Schimelpfenig)</i>	2400 Maumelle Drive	Plano 75023

Shepton High School (<i>Escuela Secundaria Shepton</i>)	5505 Plano Parkway	Plano 75093
Tom Muehlenbeck Center (<i>Centro Tom Muehlenbeck</i>)	5801 W. Parker Road	Plano 75093
Wilson Middle School (<i>Escuela Media Wilson</i>)	1001 Custer Road	Plano 75075
Parr Library (<i>Biblioteca Parr</i>)	6200 Windhaven Pkwy	Plano 75093
Prosper Town Hall – Community Room (<i>Ayuntamiento de Prosper-Salón comunitario</i>)	250 W. First Street	Prosper 75078
Aldridge Elementary School (<i>Escuela Primaria Aldridge</i>)	720 Pleasant Valley Lane	Richardson 75080
Miller Elementary School (<i>Escuela Primaria Miller</i>)	5651 Coventry Drive	Richardson 75082
Richardson Civic Center/City Hall (<i>Centro Civico Richardson/</i>)	411 W. Arapaho Road	Richardson 75080
Sachse - Michael J. Felix Community Center (<i>Centro Comunitario Sachse – Michael J. Felix</i>)	3815 Sachse Road #E	Sachse 75048
St. Paul Town Hall (<i>Ayuntamiento de St. Paul</i>)	2505 Butschers Block	St. Paul 75098
Collin College – Wylie Campus (<i>Campus Wylie – Universidad</i>)	391 Country Club Road	Wylie 75098
Rita and Truett Smith Public Library (<i>Rita y Truett Smith Biblioteca Pública</i>)	300 Country Club Rd	Wylie 75098

If the Full Service Contract (FSC) ISD does not hold an election, application for early voting ballots by mail should be mailed to the Collin County Elections Administrator, 2010 Redbud Blvd., Suite 102, McKinney, Texas 75069. For all other ISDs, applications for early voting ballots should be mailed to the location identified in the early voting by mail column for that ISD.

(Si la DSI contrato de servicio completo (FSC) no se sostiene una elección, solicitud de boletas de votación anticipada por correo debe ser enviado por correo al Administrador de Elecciones del Condado de Collin, 2010 Redbud Blvd., Suite 102, McKinney, Texas 75069. Para el resto de los FSI, las solicitudes de boletas de votación anticipada se deben enviar a la ubicación identificada en la primera votación de la columna de correo para el ISD)

Applications for ballots by mail must be received no later than the close of business on: April 20, 2021

(Las solicitudes para boletas de votación adelantada por correo deberán recibirse para el fin de las horas de negocio el: 20 de abril de 2021)

*** Voters in Full Service Contract (FSC) ISDs may vote at any of the FSC early voting locations.**

(*Los votantes de contrato de servicio completo (FSC) ISDs pueden votar en cualquiera de los Isitios de votación temprana adicionales abierto bajo contratar servicios completos.)

*Additional voting information is available at <http://www.collincountytx.gov/elections>
(Para información adicional sobre las elecciones, consulte: <http://www.collincountytx.gov/elections>)*

Issued this the 2nd day of March, 2021.
(*Emitido el 2 de marzo de 2021 .*)

J. Robert Collins, Ph.D.
Chair, Board of Trustees
Presidente, Mesa Directiva
Collin County Community College District
Distrto del Colegio de la Comunidad del Condado Collin

Collin County Community College District Board of Trustees

2021-03-8

March 2, 2020

Resource: Melissa Irby
Chief Financial Officer

AGENDA ITEM: Consideration of Approval of the Bid Report for February 2021

DISCUSSION: The Bid Report for February 2021:

2 New Solicitations
1 Contract Renewal
2 Contract Revisions

DISTRICT PRESIDENT’S RECOMMENDATION: The District President recommends approval of the Bid Report for February 2021 as presented.

SUGGESTED MOTION: “Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the Bid Report for February 2021 as presented.”

I. NEW SOLICITATIONS

Purchase Request #1 – pg. 132		
Security Information and Event Management Solution	\$	125,000
Purchase Request #2 – pg. 133		
Custodial Services for PSTC		<u>600,000</u>
TOTAL OF NEW SOLICITATIONS	\$	<u>725,000</u>

II. CONTRACT RENEWALS

Purchase Request #3 – pg. 134		
Canvas Learning Management System	\$	<u>2,000,000</u>
TOTAL OF CONTRACT RENEWALS	\$	<u>2,000,000</u>

III. CONTRACT REVISIONS

Purchase Request #4 – pg. 135		
HVAC Maintenance and Repair Services	\$	100,000
Purchase Request #5 – pg. 136		
Air Filters		<u>125,000</u>
TOTAL OF CONTRACT REVISIONS	\$	<u>225,000</u>
GRAND TOTAL	\$	<u><u>2,950,000</u></u>

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves the purchase of a security information and event management (SIEM) solution from GTS Technology Solutions for the Information Security department

BACKGROUND

Large breaches or exposure of confidential information and emerging cybersecurity threats are becoming more frequent. The District must be prepared to respond to such events to ensure that essential business processes are not slowed or stopped due to an incident and that student and employee data is not compromised. Adequate detection capabilities will improve the ability to discover a breach quickly and provide the information necessary to respond rapidly and thoroughly. SIEM tools collect, store, analyze and report on data produced by various applications, devices, and systems from across the network. This data is used to identify signs of a data breach or cyber-attack by flagging and prioritizing potential threats.

Reference number (REF) 4421 was issued to track the volume of spend for security information and event management. GTS Technology Solutions has a contract through the DIR cooperative purchasing program to provide IT security hardware, software, and services (Contract Number DIR-TSO-3834). It complies with the competitive procurement requirements outlined in Section 44.031 of the Texas Education Code, as permitted through Section 791.011 of the Texas Government Code.

IMPACT OF THIS ACTION

The Department of Information Resources (DIR) created the Texas Cybersecurity Council to ensure that critical infrastructure and sensitive information are protected. DIR established baseline security standards for Texas state agencies and institutions of higher education. GTS Technology's solution meets requirements for all security plans to include the DIR security plan required by Texas HB 3834. GTS Technology will provide tools the District needs to prevent, mitigate and investigate cyber threats and attacks on the District's network.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization of \$125,000, which is budgeted in the Chief Information Security Officer's FY21 operating budget.

MONITORING AND REPORTING TIMELINE

The contract term will be March 1, 2021 through August 31, 2021.

RESOURCE PERSONNEL

Mike Dickson, Chief Innovation Officer
972-758-3832

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves a contract to purchase custodial services for the Public Safety Training Center from UBM Enterprise

BACKGROUND

This contract will provide all labor, equipment, and materials needed to perform custodial services at the Public Safety Training Center Campus. UBM Enterprise has been providing custodial services for three years at this campus.

Request for proposal (RFP) Number 4410 was issued to procure custodial services for the Public Safety Training Center. Seven responses were received and evaluated by a team consisting of District Facility Managers. Based on the responses' evaluation scores, the proposal submitted by UBM Enterprise is recommended as the best value to the District.

IMPACT OF THIS ACTION

Contracting for custodial services at the campuses provides a safe, functional, and clean working/learning environment for the students, faculty, staff, and guests to prevent illness and accidents.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization of \$600,000 for three years, which is budgeted in the Public Safety Training Center Campus Facility Plant Operations department's FY21 operating budget and subsequent year's budgets, subject to Board approval.

MONITORING AND REPORTING TIMELINE

The contract term will be three years beginning June 1, 2021 through May 31, 2024.

RESOURCE PERSONNEL

Christopher Eyle, VP of Facilities & Construction
972-758-3891

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves a renewal of the contract for the Canvas learning management system (LMS) from Instructure, Inc. for the District

BACKGROUND

The Canvas learning management system is a software application for the delivery and administration of electronic courses.

Reference Number (REF) 3959 was issued in March 2016 to track the volume of spend for Canvas LMS procured on behalf of the District.

IMPACT OF THIS ACTION

Canvas LMS features the administration, documentation, tracking, reporting, and delivery of e-learning courses or training programs. Instructure is continually upgrading and expanding its services, allowing for a more robust and user-friendly application.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization of \$2,000,000, which is budgeted in the Technology Services departments' FY21 operating budget and subsequent year's budgets subject to Board approval.

MONITORING AND REPORTING TIMELINE

The contract term will be five years beginning April 1, 2021 through March 31, 2026.

RESOURCE PERSONNEL

Mike Dickson, Chief Innovation Officer
972-758-3832

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves the expenditure of additional funds to purchase HVAC Maintenance and Repair services from 4-L Engineering Company, Inc. for the District Facility Plant Operations Departments

BACKGROUND

The contract for HVAC Maintenance and Repair provides all labor, equipment, and supplies needed to perform preventative maintenance and repairs to all District HVAC systems. Additional funds are required to replace four mini-split air conditioners in data center rooms at the McKinney Campus and ensure that funds are available in case of emergencies.

A request for proposals (RFP), Number 4180, was issued to procure HVAC Maintenance and Repair.

IMPACT OF THIS ACTION

HVAC equipment in District facilities provides thermal comfort and acceptable indoor air quality. Regular maintenance and repair ensure that building comfort levels are maintained and buildings are free of pollutants.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The Board has approved a total spend authorization of \$385,000. This purchasing request is for spend authorization for an additional \$100,000, which is budgeted in District Facility Plant Operations Department's FY21 operating budget and subsequent year's budgets subject to Board approval.

MONITORING AND REPORTING TIMELINE

The contract term is three years beginning December 1, 2018 through November 30, 2021.

RESOURCE PERSONNEL

Christopher Eyle, VP of Facilities & Construction
972-758-3891

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves the expenditure of additional funds for the purchase of replacement air filters from Filter Systems LLP for the District

BACKGROUND

Filter Systems has provided replacement air filters for the District for the last 12 years while consistently providing excellent customer service and quality products. Additional funds are needed to cover the costs of air filters for additional campuses and ensure funds are available in emergencies.

Invitation To Bid (ITB) Number 4238 was issued to procure replacement air filters.

IMPACT OF THIS ACTION

The HVAC systems regulate and maintain conditioned air in buildings throughout the District. Routine replacement of air filters will allow the District's HVAC units to operate more efficiently while maintaining a comfortable environment.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The Board has approved a total spend authorization of \$100,000 for three years. This purchasing request is for spend authorization for an additional \$125,000, which is budgeted in the District Facility Plant Operations Department's FY21 operating budget and subsequent year's budgets subject to Board approval.

MONITORING AND REPORTING TIMELINE

The contract term is three years beginning July 25, 2019 through July 31, 2022.

RESOURCE PERSONNEL

Christopher Eyle, VP of Facilities & Construction
972-758-3891

INFORMATION REPORTS

Annual Report of Attendance by Trustees at Board Meetings

Statement of Net Position as of January 31, 2020

Summaries of Current Funds, Revenue, & Expenses as of January 31, 2020

Monthly Investment Report as of January 31, 2020

AECOM Monthly Report for January 2021

Information Report

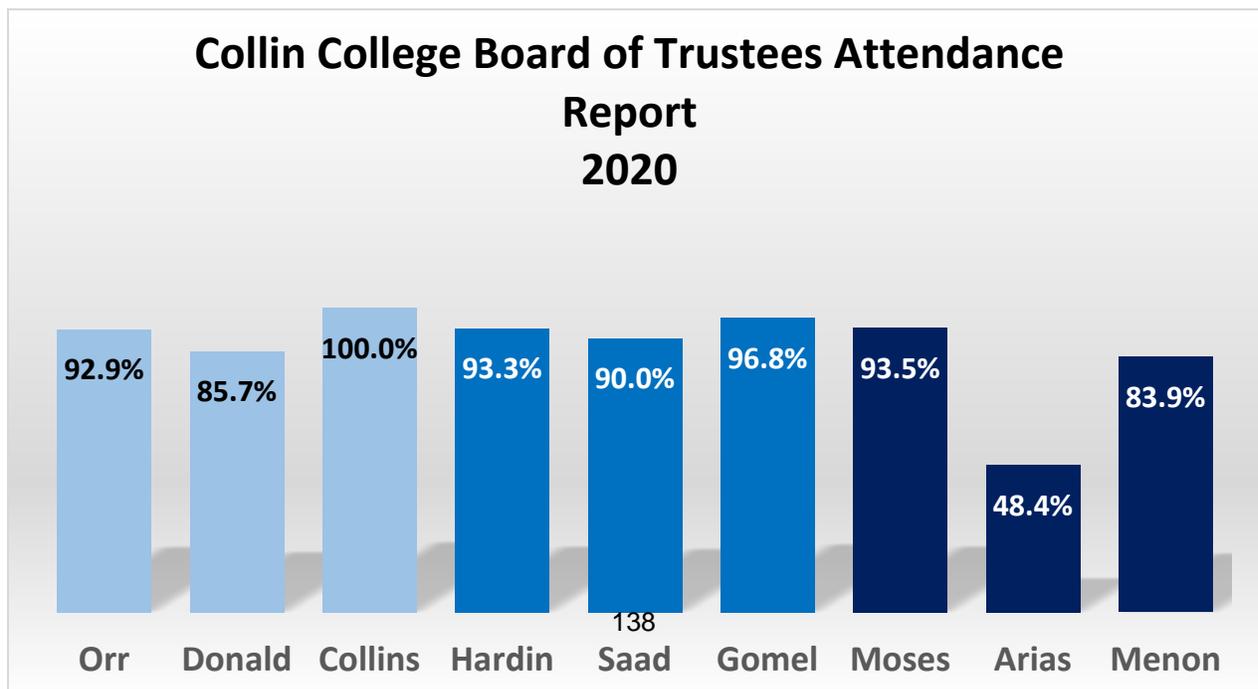
Annual Report of Attendance by Trustees at Board Meetings

Under Board policy BBC(Local), an annual report of meeting attendance by each Trustee for the prior year will be included as an information item in February. This year's report includes the following:

During calendar year 2020, the Board of Trustees held 22 meetings, including work sessions and emergency meetings. The Board's Finance and Audit Committee held 9 meetings, the Campus Facilities and Construction Committee held 8 meetings, and the Organization, Education, and Policy Committee held 6 meetings. The attendance for each Trustee is depicted below as a percentage. This information is supported by the attached documents.

Trustee	Board Meetings Attendance	Committee Meetings Attendance	Overall Attendance
Chairman: Dr. Bob Collins	100%	100%	100%
Vice-Chair: Andy Hardin	90.9%	100%	93.3%
Secretary: Jim Orr	90.9%	100%	92.9%
Treasurer: Raj Menon	90.9%	66.7%	83.9%
Stacy Arias	45.4%	56%	48.4%
Dr. Stacey Donald	90.9%	60%	85.7%
Greg Gomel	100%	87.5%	96.8%
Fred Moses	95.4%	88.8%	93.5%
Jay Saad	90.9%	87.5%	90%

The attached documentation shows attendance for all Board meetings and required Committee meeting for which the Trustee is a member. Differences for overall attendance at meetings may be attributed to the different number of committee meetings held by each Committee Chair. The information reported does not include meetings where a Trustee was excused by a majority vote of the Board as allowed by BBC(Local).



**Attendance for Board Meetings and
Organization, Education, and Policy Committee Meetings, by Member**

Meeting Date	Meeting Type	Orr	Donald	Collins
1/28/2020	Work Session	Absent	X	X
1/28/2020	Regular	Absent	X	X
2/25/2020	OEP	X	X	X
2/25/2020	Regular	X	X	X
3/17/2020	Emergency	X	X	X
4/28/2020	Regular	X	X	X
5/26/2020	OEP	X	Absent	X
5/26/2020	Work Session	X	Absent	X
5/26/2020	Regular	X	X	X
6/12/2020	Retreat	X	X	X
6/23/2020	OEP	X	Absent	X
6/23/2020	Work Session	X	Absent	X
6/23/2020	Regular	X	X	X
7/23/2020	Emergency	X	X	X
8/4/2020	Work Session	X	X	X
8/4/2020	Regular	X	X	X
8/18/2020	Tax Hearing	X	X	X
8/25/2020	Work Session	X	X	X
8/25/2020	Regular	X	X	X
9/22/2020	OEP	X	X	X
9/22/2020	Work Session	X	X	X
9/22/2020	Regular	X	X	X
10/27/2020	OEP	X	X	X
10/27/2020	Work Session	X	X	X
10/27/2020	Regular	X	X	X
12/8/2020	OEP	X	X	X
12/8/2020	Work Session	X	X	X
12/8/2020	Regular	X	X	X
Total		26	24	28
Attendance Percentage		92.9%	85.7%	100.0%

Attendance for Board Meetings and Facilities and Construction Committee Meetings, by Member

Meeting Date	Meeting Type	Hardin	Saad	Gomel
1/21/2020	F&C	X	X	X
1/28/2020	Work Session	X	X	X
1/28/2020	Regular	X	X	X
2/25/2020	Regular	X	X	X
3/17/2020	F&C	X	X	X
3/17/2020	Emergency	X	X	X
4/28/2020	Regular	X	X	X
5/19/2020	F&C	X	Absent	X
5/26/2020	Work Session	Absent	X	X
5/26/2020	Regular	Absent	X	X
6/12/2020	Retreat	X	X	X
6/16/2020	F&C	X	X	X
6/23/2020	Work Session	X	X	X
6/23/2020	Regular	X	X	X
7/23/2020	Emergency	X	X	X
8/4/2020	Work Session	X	X	X
8/4/2020	Regular	X	X	X
8/18/2020	F&C	X	X	X
8/18/2020	Tax Hearing	X	X	X
8/25/2020	Work Session	X	X	X
8/25/2020	Regular	X	X	X
9/15/2020	F&C	X	X	X
9/22/2020	Work Session	X	X	X
9/22/2020	Regular	X	X	X
10/20/2020	F&C	X	X	X
10/27/2020	Work Session	X	X	X
10/27/2020	Regular	X	X	X
12/1/2020	F&C	X	X	Absent
12/8/2020	Work Session	X	Absent	X
12/8/2020	Regular	X	Absent	X
Total		28	27	29
Attendance Percentage		93.3%	90.0%	96.8%

Attendance for Board Meetings and Finance and Audit Committee Meetings, by Member

Meeting Date	Meeting Type	Moses	Arias	Menon
1/21/2020	F&A	X	Absent	X
1/28/2020	Work Session	X	Absent	X
1/28/2020	Regular	X	Absent	X
2/18/2020	F&A	X	X	Absent
2/25/2020	Regular	Absent	X	Absent
3/17/2020	F&A	X	Absent	X
3/17/2020	Emergency	X	Absent	X
4/28/2020	Regular	X	X	X
5/19/2020	F&A	X	X	Absent
5/26/2020	Work Session	X	Absent	X
5/26/2020	Regular	X	X	X
6/12/2020	Retreat	X	X	X
6/16/2020	F&A	X	Absent	Absent
6/23/2020	Work Session	X	Absent	Absent
6/23/2020	Regular	X	Absent	X
7/23/2020	Emergency	X	X	X
7/28/2020	F&A	Absent	X	X
8/4/2020	Work Session	X	Absent	X
8/4/2020	Regular	X	Absent	X
8/18/2020	F&A	X	X	X
8/18/2020	Tax Hearing	X	X	X
8/25/2020	Work Session	X	X	X
8/25/2020	Regular	X	X	X
9/15/2020	F&A	X	Absent	X
9/22/2020	Work Session	X	Absent	X
9/22/2020	Regular	X	Absent	X
10/20/2020	F&A	X	X	X
10/27/2020	Work Session	X	X	X
10/27/2020	Regular	X	X	X
12/8/2020	Work Session	X	Absent	X
12/8/2020	Regular	X	Absent	X
Total		29	15	26
Attendance Percentage		93.5%	48.4%	83.9%

Resource:

Monica Velazquez, General Counsel

972-599-3144

mvelazquez@collin.edu

Collin College
Statement of Net Position
January 31

	2021	2020
Assets		
Current assets		
Cash and cash equivalents	\$ 494,157,372	\$ 355,762,607
Short term investments	62,440,757	52,867,450
Accounts receivable (net of allowance for bad debt)	10,300,671	10,282,542
Tax receivable (net of allowance for bad debt)	5,068,580	4,503,960
Inventories	30,423	19,110
Prepaid expenses	900,077	252,797
Total current assets	<u>572,897,880</u>	<u>423,688,466</u>
Noncurrent assets		
Long term investments	27,192,634	10,000,000
Capital assets, net		
Not subject to depreciation	165,587,408	285,836,212
Subject to depreciation	585,173,162	272,086,262
Total noncurrent assets	<u>777,953,204</u>	<u>567,922,474</u>
Total assets	<u>\$ 1,350,851,084</u>	<u>\$ 991,610,940</u>
Deferred outflows related to pensions	<u>\$ 18,873,473</u>	<u>\$ 17,383,822</u>
Deferred outflows related to OPEB	<u>\$ 46,788,225</u>	<u>\$ 44,757,743</u>
Liabilities		
Current liabilities		
Accounts payable	\$ 14,766,342	\$ 12,037,350
Accrued liabilities	14,208,042	4,584,585
Funds held for others	478,254	467,397
Unearned revenue	2,341,905	1,663,484
Accrued compensable absences payable	102,025	127,152
Bonds payable - current portion	10,120,000	10,520,000
OPEB liability - current portion	2,612,800	963,647
Total current liabilities	<u>44,629,366</u>	<u>30,363,614</u>
Noncurrent liabilities		
Accrued compensable absences payable	1,658,761	1,157,375
Pension liability	36,646,040	35,204,032
OPEB liability	79,824,497	64,546,843
Bonds payable	579,191,827	245,967,832
Total noncurrent liabilities	<u>697,321,125</u>	<u>346,876,083</u>
Total liabilities	<u>\$ 741,950,491</u>	<u>\$ 377,239,697</u>
Deferred inflows related to pensions	<u>\$ 6,977,084</u>	<u>\$ 3,335,757</u>
Deferred inflows related to OPEB	<u>\$ 20,566,705</u>	<u>\$ 25,356,761</u>
Net position		
Net investment in capital assets	\$ 308,551,743	\$ 319,283,356
Restricted for:		
Expendable		
Student aid/non-governmental grants and contracts	2,197,478	1,324,264
Reserve debt service	7,102,257	13,833,449
Unrestricted	329,167,024	313,379,221
Total net position	<u>\$ 647,018,502</u>	<u>\$ 647,820,290</u>

Collin County Community College District
All Funds
Revenues and Expenses
For the Period Ending
January 31

	2021 (41.6% Elapsed)			2020 (41.6% Elapsed)		
	FY 2021 Budget	YTD Actuals	Percent Budget	FY 2020 Budget	YTD Actuals	Percent Budget
Revenues						
Unrestricted						
State Appropriations-General Revenue	\$ 39,834,020	\$ 17,133,180	43.0 %	\$ 39,834,020	\$ 17,133,527	43.0 %
Tuition and Fees	53,658,563	41,061,411	76.5 %	48,788,991	42,001,909	86.1 %
Scholarship allowances	(8,000,000)	(3,333,333)	41.7 %	(7,700,000)	(3,208,333)	41.7 %
Taxes for Current Operations	130,982,990	102,719,004	78.4 %	118,601,066	102,426,941	86.4 %
Investment Income-Unrestricted Fund	2,350,000	329,468	14.0 %	4,070,000	1,640,925	40.3 %
Investment Income-Stabilization Fund	655,000	37,003	5.6 %	1,200,000	391,913	32.7 %
Investment Income-Building Fund	1,200,000	68,784	5.7 %	2,300,000	899,032	39.1 %
Miscellaneous - Unrestricted Fund	2,239,075	349,378	15.6 %	2,214,142	646,749	29.2 %
Auxiliary Fund	4,867,483	1,677,354	34.5 %	2,408,455	1,455,374	60.4 %
Total Unrestricted	227,787,131	160,042,248	70.3 %	211,716,674	163,388,037	77.2 %
Restricted						
Grants and Contracts	65,196,331	15,027,420	23.0 %	47,957,608	14,185,046	29.6 %
State Allocation-On-Behalf Benefits	8,984,595	3,872,371	43.1 %	8,641,239	3,636,115	42.1 %
Debt Service- General Obligation Bonds	4,788,309	2,848,131	59.5 %	4,896,142	2,959,959	60.5 %
Total Restricted	78,969,235	21,747,922	27.5 %	61,494,989	20,781,120	33.8 %
Transfers						
Transfer in - Unrestricted to Stabilization and Startup Fd	25,000,000	10,416,667	41.7 %	30,300,000	12,625,000	41.7 %
Transfer in - Unrestricted (SAFAC) to Athletics	250,000	-	0.0 %	220,000	86,114	39.1 %
Transfer in - Unrestricted to Grant Fund - Matching	162,608	49,893	30.7 %	158,971	34,557	21.7 %
Transfer in - Unrestricted to Debt Service Fund	26,161,552	10,899,163	41.7 %	15,803,626	6,573,361	41.6 %
Transfer in - Stabilization and Startup to Debt Srvc Fd	9,960,545	4,150,227	41.7 %	1,600,523	666,885	41.7 %
Transfer in - Bdg Fd to 2020 Limited Tax Series Bonds	-	-	-	233,064,645	-	0.0 %
Total Transfers	61,534,705	25,515,949	41.5 %	281,147,765	19,985,916	7.1 %
Total Revenues and Transfers	\$ 368,291,071	\$ 207,306,120	56.3 %	\$ 554,359,428	\$ 204,155,073	36.8 %
Expenses						
Unrestricted						
Instruction	\$ 98,423,937	\$ 38,140,400	38.8 %	\$ 85,356,340	\$ 33,449,738	39.2 %
Public Service	58,859	10,343	17.6 %	56,413	17,005	30.1 %
Academic Support	24,804,947	8,070,719	32.5 %	23,486,038	6,978,190	29.7 %
Student Services	23,979,542	6,397,708	26.7 %	19,544,065	6,502,345	33.3 %
Institutional Support	52,822,592	17,703,586	33.5 %	51,298,968	14,711,537	28.7 %
Operation and Maintenance of Plant	26,903,939	6,968,462	25.9 %	19,023,660	5,805,492	30.5 %
Scholarship allowances	(8,000,000)	(3,333,333)	41.7 %	(7,700,000)	(3,208,333)	41.7 %
Auxiliary Enterprises	4,354,811	1,420,396	32.6 %	3,887,432	1,582,752	40.7 %
Reserve for Supplemental Requests - Unrestricted Fd	-	-	-	312,500	-	0.0 %
Reserve for Supplemental Requests - Aux Fd	-	-	-	61,664	-	0.0 %
Building Fund	-	-	-	3,500,000	979,687	28.0 %
Total Unrestricted Expenses	223,348,627	75,378,280	33.7 %	198,827,080	66,818,413	33.6 %
Restricted						
Grants and Contracts-Scholarships	68,810,550	14,303,045	20.8 %	50,529,853	14,548,742	28.8 %
Debt Service - General Obligation	35,165,533	16,399,573	46.6 %	23,522,732	4,167,805	17.7 %
State Allocation-On-Behalf Benefits	8,984,595	3,872,371	43.1 %	8,641,239	3,636,115	42.1 %
Limited Tax Series Bonds	133,128,987	36,392,836	27.3 %	27,693,363	59,453,735	214.7 %
Total Restricted Expenses	246,089,665	70,967,825	28.8 %	110,387,187	81,806,397	74.1 %
Transfers						
Transfer out - Unrestricted to Stabilization and Startup Fd	25,000,000	10,416,667	41.7 %	30,300,000	12,625,000	41.7 %
Transfer out - Unrestricted (SAFAC) to Athletics	250,000	-	0.0 %	116,749,081	86,114	0.1 %
Transfer out - Unrestricted to Grant Fund - Matching	162,608	49,893	30.7 %	158,971	34,557	21.7 %
Transfer out - Unrestricted to Debt Service Fund	26,161,552	10,899,163	41.7 %	15,803,626	6,573,361	41.6 %
Transfer out - Stabilization and Startup to Debt Service Fd	9,960,545	4,150,227	41.7 %	1,600,523	666,885	41.7 %
Transfer out - Bdg Fd to 2020 Limited Tax Series Bonds	-	-	-	233,064,645	-	0.0 %
Total Transfers	61,534,705	25,515,949	41.5 %	397,676,846	19,985,916	5.0 %
Other Adjustments						
Depreciation	16,630,452	7,579,598	45.6 %	12,354,681	5,127,724	41.5 %
Bond Principal-General Obligation Bonds	(23,681,777)	(7,000,000)	29.6 %	(10,520,000)	-	0.0 %
Capitalized Expenses-Operating/Aux/Restricted	(7,752,174)	(2,815,422)	36.3 %	(10,093,701)	(1,058,655)	10.5 %
Capitalized Expenses-Building Fund	-	-	-	(4,657,944)	(598)	0.0 %
Capitalized Expenses-Limited Tax Bond Series	(132,372,534)	(36,392,836)	27.5 %	(234,521,646)	(59,453,735)	25.4 %
Total Other Expenses	(147,176,033)	(38,628,660)	26.2 %	(247,438,610)	(55,385,265)	22.4 %
Total Expenses, Transfers and Adjustments	383,796,964	133,233,393	34.7 %	459,452,504	113,225,461	24.6 %
Excess (Deficit) of Revenues Over Expenses	(15,505,893)	74,072,726	(477.7)%	94,906,925	90,929,612	95.8 %
Total Expenses and Change to Net Position	\$ 368,291,071	\$ 207,306,120	56.3 %	\$ 554,359,428	\$ 204,155,073	36.8 %

Collin County Community College District
 Current Unrestricted Funds
 Revenues and Expenses
 For the Period Ending
 January 31

	2021 (41.6% Elapsed)			2020 (41.6% Elapsed)		
	FY 2021 Budget	YTD Actuals	Percent Budget	FY 2020 Budget	YTD Actuals	Percent Budget
Revenues and Transfers In						
State Appropriations	\$ 39,834,020	\$ 17,133,180	43.0 %	\$ 39,834,020	\$ 17,133,527	43.0 %
Tuition and Fees (net of discounts)	53,658,563	41,061,411	76.5 %	48,788,991	42,001,909	86.1 %
Scholarship Allowances	(8,000,000)	(3,333,333)	41.7 %	(7,700,000)	(3,208,333)	41.7 %
Taxes for Current Operations	130,982,990	102,719,004	78.4 %	118,601,066	102,426,941	86.4 %
Investment Income	2,350,000	329,468	14.0 %	4,070,000	1,640,925	40.3 %
Miscellaneous	2,239,075	349,378	15.6 %	2,214,142	646,749	29.2 %
Total Revenues	<u>\$ 221,064,648</u>	<u>\$ 158,259,107</u>	71.6 %	<u>\$ 205,808,219</u>	<u>\$ 160,641,718</u>	78.1 %
Expenses						
Instruction	\$ 97,221,877	\$ 38,124,400	39.2 %	\$ 83,571,850	\$ 33,311,743	39.9 %
Public Service	58,859	10,343	17.6 %	56,413	17,005	30.1 %
Academic Support	22,986,035	7,860,959	34.2 %	16,731,174	6,192,161	37.0 %
Student Services	22,964,582	6,387,803	27.8 %	18,960,611	6,502,345	34.3 %
Institutional Support	52,182,102	17,703,586	33.9 %	50,288,380	14,596,748	29.0 %
Plant Operations & Maintenance	25,349,831	6,868,938	27.1 %	18,029,145	5,782,576	32.1 %
Scholarship Allowances	(8,000,000)	(3,333,333)	41.7 %	(7,700,000)	(3,208,333)	41.7 %
Total Unrestricted Expenses	<u>212,763,286</u>	<u>73,622,696</u>	34.6 %	<u>179,937,573</u>	<u>63,194,244</u>	35.1 %
Transfers						
Non-Mandatory:						
Unrestricted to Stabilization and Startup	25,000,000	10,416,667	41.7 %	30,300,000	12,625,000	41.7 %
Unrestricted (SAFAC) to Athletics	250,000	-	0.0 %	116,749,081	86,114	0.1 %
Mandatory:						
Unrestricted to Grant Fund (Matching)	162,608	49,893	30.7 %	158,971	34,557	21.7 %
Unrestricted to Debt Service	26,161,552	10,899,163	41.7 %	15,803,626	6,573,361	41.6 %
Total Transfers	<u>51,574,160</u>	<u>21,365,722</u>	41.4 %	<u>163,011,678</u>	<u>19,319,031</u>	11.9 %
Reserves						
Reserves for Supplemental	-	-	-	312,500	-	0.0 %
Total Reserves	<u>-</u>	<u>-</u>	-	<u>312,500</u>	<u>-</u>	0.0 %
Other Expenses and adjustments						
Depreciation	16,630,452	7,579,598	45.6 %	12,354,681	5,127,724	41.5 %
Capitalized Expenses	(7,112,618)	(2,735,309)	38.5 %	(9,529,539)	(894,314)	9.4 %
Total Other Expenses	<u>9,517,834</u>	<u>4,844,289</u>	50.9 %	<u>2,825,143</u>	<u>4,233,410</u>	149.8 %
Total Expenses, Transfers, and Reserves	<u>273,855,280</u>	<u>99,832,706</u>	36.5 %	<u>346,086,894</u>	<u>86,746,685</u>	25.1 %
Excess (Deficit) of Revenues Over Expenses	<u>(52,790,632)</u>	<u>58,426,400</u>	(110.7)%	<u>(140,278,675)</u>	<u>73,895,032</u>	(52.7)%
Total Expenses and Change to Net Position	<u>\$ 221,064,648</u>	<u>\$ 158,259,107</u>	71.6 %	<u>\$ 205,808,219</u>	<u>\$ 160,641,718</u>	78.1 %

Collin County Community College District
 Stabilization and Startup Fund
 Revenues and Expenses
 For the Period Ending
 January 31

	<u>2021 (41.6% Elapsed)</u>			<u>2020 (41.6% Elapsed)</u>		
	<u>FY 2021 Budget</u>	<u>YTD Actuals</u>	<u>Percent Budget</u>	<u>FY 2020 Budget</u>	<u>YTD Actuals</u>	<u>Percent Budget</u>
Revenues and Transfers						
Investment Income	\$ 655,000	\$ 37,003	5.6 %	\$ 1,200,000	\$ 391,913	32.7 %
Transfer In - from Unrestricted	25,000,000	10,416,667	41.7 %	30,300,000	12,625,000	41.7 %
Total Revenues and Transfers	<u>\$ 25,655,000</u>	<u>\$ 10,453,670</u>	40.7 %	<u>\$ 31,500,000</u>	<u>\$ 13,016,913</u>	41.3 %
Expenses and Transfers						
Instruction	\$ 1,202,060	\$ 16,000	1.3 %	\$ 1,784,490	\$ 137,995	7.7 %
Academic Support	1,818,912	209,760	11.5 %	6,754,864	786,029	11.6 %
Student Services	1,014,960	9,904	1.0 %	583,454	-	0.0 %
Institutional Support	640,490	-	0.0 %	1,010,588	114,790	11.4 %
Plant Operations & Maintenance	1,554,108	99,524	6.4 %	994,515	22,916	2.3 %
Transfer out - to Debt Service	9,960,545	4,150,227	41.7 %	1,600,523	666,885	41.7 %
Total Expenses and Transfers	<u>16,191,075</u>	<u>4,485,415</u>	27.7 %	<u>12,728,434</u>	<u>1,728,614</u>	13.6 %
Excess (Deficit) Revenues over Expenses	<u>9,463,925</u>	<u>5,968,254</u>	63.1 %	<u>18,771,566</u>	<u>11,288,299</u>	60.1 %
Total Expenses and Change to Net Position	<u>\$ 25,655,000</u>	<u>\$ 10,453,670</u>	40.7 %	<u>\$ 31,500,000</u>	<u>\$ 13,016,913</u>	41.3 %

Collin County Community College District
 Auxiliary Funds
 Revenues and Expenses
 For the Period Ending
 January 31

	2021 (41.6% Elapsed)			2020 (41.6% Elapsed)		
	FY 2021 Budget	YTD Actuals	Percent Budget	FY 2020 Budget	YTD Actuals	Percent Budget
Revenues						
Bookstore	\$ 850,000	\$ 375,096	44.1 %	\$ 925,000	\$ 450,697	48.7 %
Food Services/Vending	1,725,590	265,919	15.4 %	737,000	401,698	54.5 %
Catering Services	250,000	18,658	7.5 %	310,000	182,649	58.9 %
Facilities Rental	188,000	(1,685)	(0.9)%	186,000	75,486	40.6 %
Print Shop	123,000	6,939	5.6 %	124,500	65,562	52.7 %
Miscellaneous	10,000	4,550	45.5 %	10,000	4,375	43.8 %
Athletics	4,000	-	0.0 %	4,000	2,044	51.1 %
Student Housing	1,604,938	959,222	59.8 %	-	226,215	-
Cell Tower	111,955	48,657	43.5 %	111,955	46,648	41.7 %
Total	4,867,483	1,677,354	34.5 %	2,408,455	1,455,374	60.4 %
Transfers						
Transfer in - Unrestricted (SAFAC) to Athletics	250,000	-	0.0 %	220,000	86,114	39.1 %
Total Revenues and Transfers	\$ 5,117,483	\$ 1,677,354	32.8 %	\$ 2,628,455	\$ 1,541,488	58.6 %
Expenses						
Auxiliary Services Administration	\$ 485,738	\$ 83,929	17.3 %	\$ 186,386	\$ 85,427	45.8 %
Food Services/Vending	1,401,379	583,960	41.7 %	1,028,861	458,323	44.5 %
Catering Services	213,515	39,433	18.5 %	282,618	145,872	51.6 %
Facilities Rental	230,685	63,157	27.4 %	160,703	64,065	39.9 %
Print Shop	123,040	28,564	23.2 %	131,782	44,201	33.5 %
Athletics	854,674	258,957	30.3 %	854,674	425,207	49.8 %
Student Housing	874,280	299,165	34.2 %	1,015,070	273,436	26.9 %
Scholarships	132,500	53,022	40.0 %	132,500	68,977	52.1 %
Refund Petition	39,000	10,209	26.2 %	27,000	17,245	63.9 %
Reserve for Supplemental - Auxliary Fund	-	-	-	61,664	-	0.0 %
Total Expenses	4,354,811	1,420,396	32.6 %	3,881,258	1,582,752	40.8 %
Other Adjustments						
Capitalized expenses	(1,000)	-	0.0 %	(54,100)	(100)	0.2 %
Total Expenses and Adjustments	4,353,811	1,420,396	32.6 %	3,827,158	1,582,652	41.4 %
Excess (Deficit) of Revenues Over Expenses	763,672	256,959	33.6 %	(1,198,703)	(41,164)	3.4 %
Total Expenses and Change in Net Position	\$ 5,117,483	\$ 1,677,354	32.8 %	\$ 2,628,455	\$ 1,541,488	58.6 %

Collin County Community College District
 Building Fund
 Revenues and Expenses
 For the Period Ending
 January 31

	2021 (41.6% Elapsed)			2020 (41.6% Elapsed)		
	FY 2021 Budget	YTD Actuals	Percent Budget	FY 2020 Budget	YTD Actuals	Percent Budget
Revenues and Transfers						
Investment Income	\$ 1,200,000	\$ 68,784	5.7 %	\$ 2,300,000	\$ 899,032	39.1 %
Transfer in - Limited Tax Series Bonds	-	-	-	117,435,564	-	0.0 %
Total Revenues and Transfers	<u>\$ 1,200,000</u>	<u>\$ 68,784</u>	5.7 %	<u>\$ 119,735,564</u>	<u>\$ 899,032</u>	0.8 %
Expenses and Transfers						
Student Housing Expenses	\$ -	\$ -	-	\$ 4,657,944	\$ 979,687	21.0 %
Transfer out - Limited Tax Series Bonds	-	-	-	-	-	-
Total Expenses and Transfers	<u>-</u>	<u>-</u>	-	<u>4,657,944</u>	<u>979,687</u>	21.0 %
Other Adjustments						
Student Housing Expenses to be capitalized	-	-	-	(4,657,944)	(598)	0.0 %
Total Expenses, Transfers and Adjustments	<u>-</u>	<u>-</u>	-	<u>-</u>	<u>979,089</u>	-
Excess (Deficit) Revenues over Expenses	<u>1,200,000</u>	<u>68,784</u>	5.7 %	<u>119,735,564</u>	<u>(80,057)</u>	(0.1)%
Total Expenses and Change to Net Position	<u>\$ 1,200,000</u>	<u>\$ 68,784</u>	5.7 %	<u>\$ 119,735,564</u>	<u>\$ 899,032</u>	0.8 %

Collin County Community College District
 Restricted Fund
 Revenues and Expenses
 For the Period Ending
 January 31

	2021 (41.6% Elapsed)			2020 (41.6% Elapsed)		
	FY 2021 Budget	YTD Actuals	Percent Budget	FY 2020 Budget	YTD Actuals	Percent Budget
Revenues						
Federal	\$ 59,370,394	\$ 12,287,695	20.7 %	\$ 41,171,116	\$ 12,297,668	29.9 %
State	12,303,088	4,832,808	39.3 %	12,843,131	4,504,496	35.1 %
Local/Private	2,507,444	1,779,287	71.0 %	2,714,513	1,018,998	37.5 %
Total Restricted Revenues	74,180,926	18,899,791	25.5 %	56,728,760	17,821,161	31.4 %
Matching	162,608	49,893	30.7 %	158,971	34,557	21.7 %
Total Revenues and Matching	\$ 74,343,534	\$ 18,949,683	25.5 %	\$ 56,887,731	\$ 17,855,718	31.4 %
Expenses						
Instruction	\$ 4,878,832	\$ 2,030,868	41.6 %	\$ 6,220,616	\$ 1,960,871	31.5 %
Public Service	753,042	234,385	31.1 %	844,582	242,805	28.7 %
Academic Support	5,549,942	693,434	12.5 %	3,819,245	765,226	20.0 %
Student Services	2,759,410	730,649	26.5 %	2,106,668	820,773	39.0 %
Institutional Support	2,785,499	1,676,822	60.2 %	4,069,065	1,043,922	25.7 %
Scholarships and Fellowships	34,263,571	12,809,258	37.4 %	33,966,699	13,351,260	39.3 %
Total Restricted Expenses	50,990,296	18,175,416	35.6 %	51,026,875	18,184,857	35.6 %
Other Expenses and Adjustments						
Capitalized expenses	(638,556)	(80,113)	12.5 %	(510,062)	(164,241)	32.2 %
Excess Revenue (Deficit) over Expenses	23,991,794	854,380	3.6 %	6,370,918	(164,897)	(2.6)%
Total Expenses and Change to Net Position	\$ 74,982,090	\$ 19,029,796	25.4 %	\$ 57,397,793	\$ 18,019,960	31.4 %

Collin County Community College District
Debt Service
Revenues and Expenses
For the Period Ending
January 31

	2021 (33.3% Elapsed)			2020 (33.3% Elapsed)		
	FY 2021 Budget	YTD Actuals	Percent Budget	FY 2020 Budget	YTD Actuals	Percent Budget
Revenues						
Ad Valorem Taxes	\$ 3,528,309	\$ 2,758,017	78.2 %	\$ 3,196,142	\$ 2,748,038	86.0 %
Investment Income	1,260,000	90,114	7.2 %	1,700,000	211,921	12.5 %
Transfer In - Unrestricted to DS* Fund	26,161,552	10,899,163	41.7 %	15,803,626	6,573,361	41.6 %
Transfer In - Stabilization & Start Up to DS*	9,960,545	4,150,227	41.7 %	1,600,523	666,885	41.7 %
Total Revenue	<u>40,910,406</u>	<u>17,897,521</u>	43.7 %	<u>22,300,291</u>	<u>10,200,204</u>	45.7 %
Expenses						
Bond Principal-Series 2010	\$ 2,760,000	\$ 7,000,000	253.6 %	\$ 2,635,000	\$ -	0.0 %
Bond Interest-Series 2010	323,100	8,078	2.5 %	441,675	184,031	41.7 %
Bond Principal-Series 2018	8,205,000	-	0.0 %	7,885,000	-	0.0 %
Bond Interest-Series 2018	9,245,656	3,852,357	41.7 %	9,561,057	3,983,773	41.7 %
Bond Principal-Series 2020	1,915,000	-	0.0 %	-	-	-
Bond Interest-Series 2020	12,716,777	5,539,138	43.6 %	3,000,000	-	0.0 %
Total Expenses	<u>20,533,756</u>	<u>16,399,573</u>	79.9 %	<u>20,522,732</u>	<u>4,167,805</u>	20.3 %
Add back: Principal payment	(10,965,000)	(7,000,000)	63.8 %	(10,520,000)	-	0.0 %
Excess (Deficit) Revenues over Expenses	<u>31,341,650</u>	<u>8,497,948</u>	27.1 %	<u>12,297,559</u>	<u>6,032,400</u>	49.1 %
Total Expenses and Change to Net Position	<u>\$ 40,910,406</u>	<u>\$ 17,897,521</u>	43.7 %	<u>\$ 22,300,291</u>	<u>\$ 10,200,204</u>	45.7 %

*DS=Debt Service



Monthly Investment Report
January 31, 2021

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

New Players and New Agendas

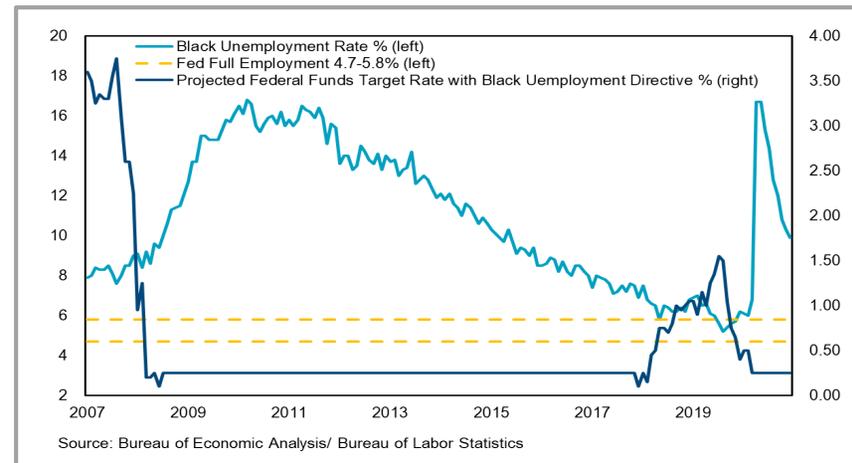
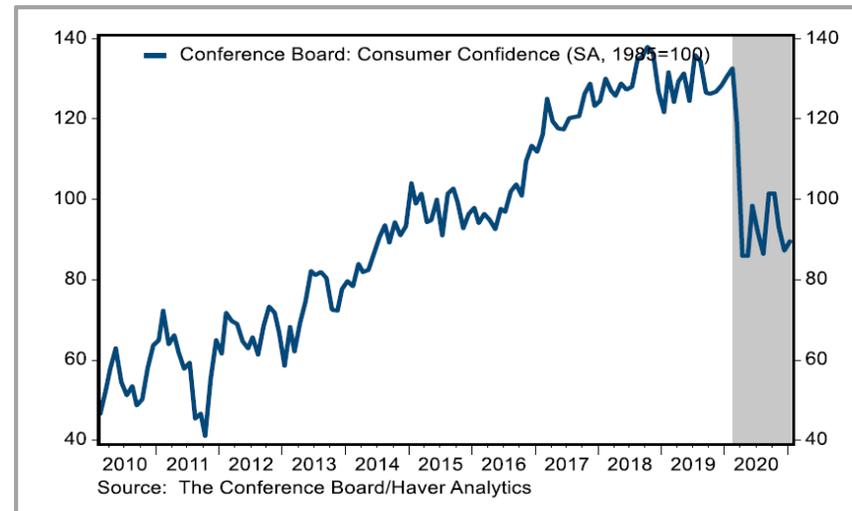
Right or wrong, the policy environment during the pandemic has been complicated by politics and social agendas. This will undoubtedly continue to cause uncertainty in the markets.

At the onset of Covid-19, the Fed deployed multiple economic support measures. Accommodative policy grew to stabilize credit markets: lowering interest rates to zero, ramping up asset purchases, and launching multiple lending and liquidity programs - which pumped trillions of dollars into the system. The Fed is still buying Treasuries of at least \$80 billion per month and mortgage-backed securities of at least \$40 billion per month, with purchases totaling \$2.9T since March. The FOMC is mindful of the drastic *taper tantrum* of 2013 when Bernanke tried to take away the punchbowl and they won't do *that* again. Chair Powell has again repeated his "*we're not thinking about thinking about*" reducing QE or raising rates as the pandemic weighs on the U.S. economy. Read here: [low rates](#).

Now 2021 brings critics that argue the Fed has not done enough to encourage economic *equality*. (Which they actually started in 2019 in an outreach program on the Fed Board and regional banks.)

In addition to the long-standing dual mandate of managing inflation and full employment, any unstudied move for the Fed to address economic equality would surely bring the Fed into the Congressional domain. This is a slippery slope allowing regulatory controls (wages, lending, etc.) to side-step Congressional action. It would also tend to longer term rate accommodation. Congress throughout has been slow to take any action, but with party control in Congress it should be more accountable and productive without redefining our core structure.

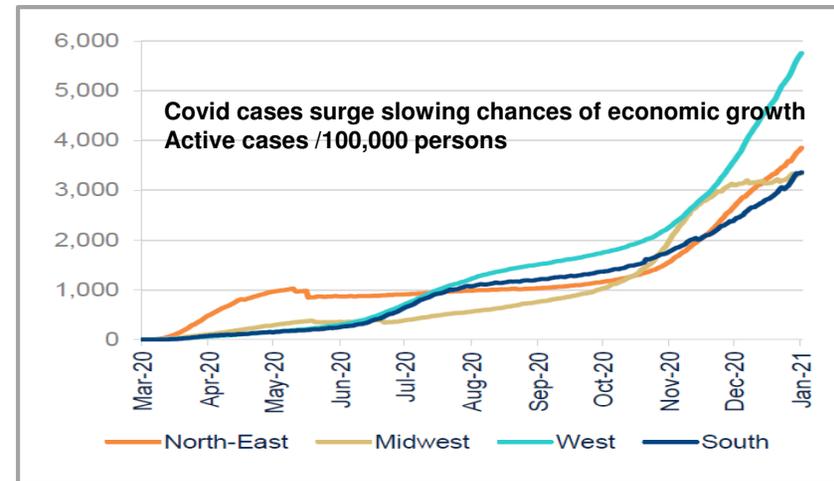
The current trying economic situation needs stimulus but, providing simply more direct payment stimulus, could prove problematic. One has to look at diminishing returns from earlier government outlays amid rising savings and investment rates among recipients, as well as rapidly rising federal debt to guess the outcome.



A Focus on Downside Risks

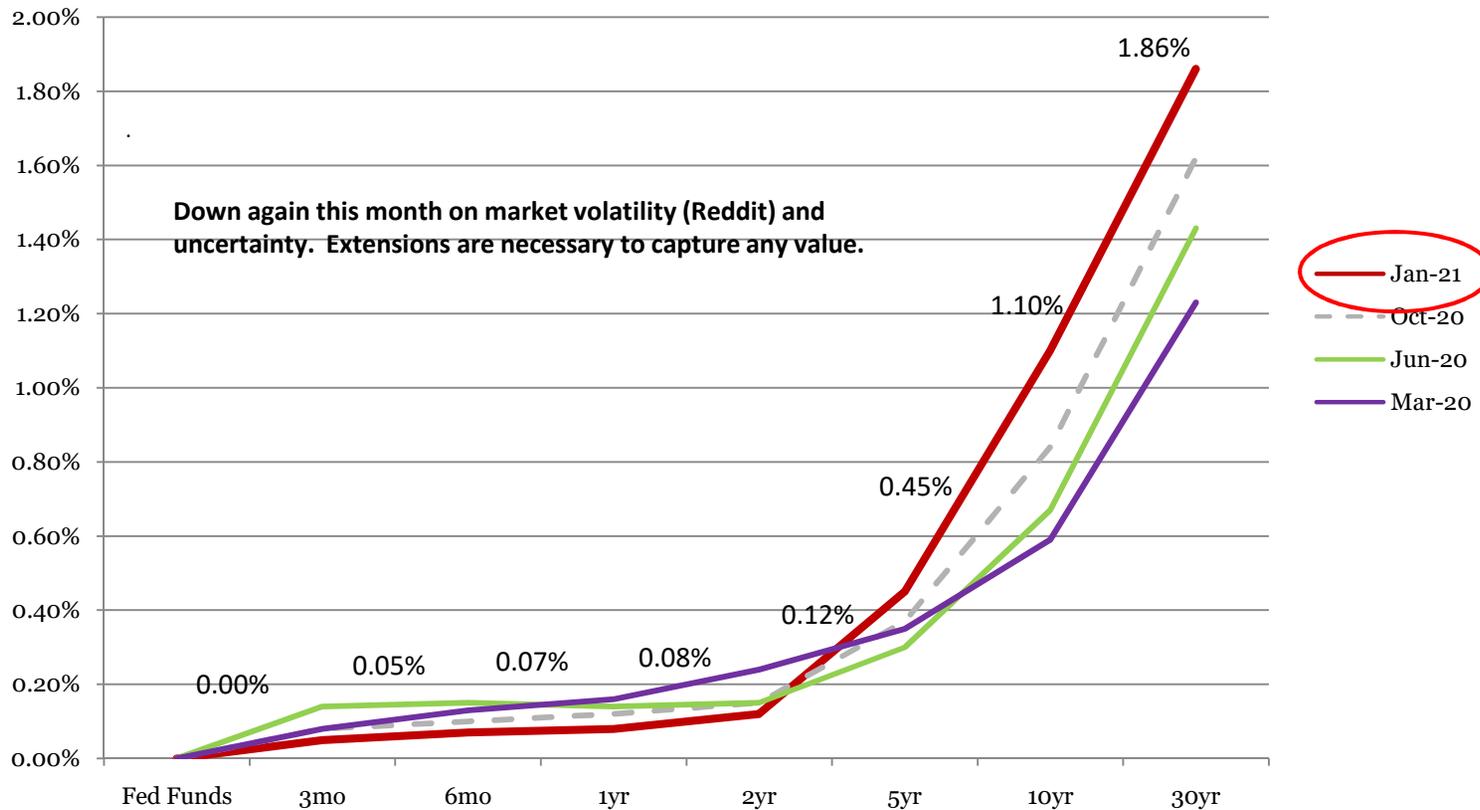
We know that investors particularly, and people in general, fear uncertainty and hope that it would disappear with 2020 and now are once again replaced with reality. There are simply too many challenges to think that things will improve quickly or easily. 2021 starts with a number of dismal indicators while resources are stretched to the brink. 10 million people are out of work, 14 million are behind on rent, and 18% of families report a lack of food. The growth spurt in October and November has sputtered.

- The economy is stalling again after its holiday surge in Covid-19 cases. Consumers' confidence has moved inversely with the uptick in cases, which then slows entire supply chains.
- The much anticipated vaccine roll-out is falling well short of expectations and may extend through 2021 and that is without virus mutation events.
- A unified government improves the chances for Biden's agenda but does not guarantee it. Promises always meet harsh realities when fiscal facts are finally confronted. But political turmoil adds to pressure on long term rates forcing the Fed's hand for continuing support.
- Additional fiscal stimulus would provide some upside to the economic outlook but that also entails long term debt considerations.
- Political unrest in many global hot spots will slow agendas. US-China tensions will not automatically disappear. Even UK-EU risks remain.
- Bank asset quality and profitability are a concern even with support.
- A slowing economy confirms the need for further stimulus, which should also eventually point to higher inflation. But the expected reconciliation process may not be up to a \$1.9 trillion tab.
- Fears of a double dip recession in Europe are crystallizing. The ECB has increased its bond-buying to €1.85 trillion and bank lending to €300 Billion.
- Fear not, there are many good signs too. Real estate continues to boom with low mortgage rates and oil and gas activity has picked up on slightly higher demand. The vaccine is slowly being distributed. But, the scales are definitely tipping to low inflation, low rates and low expectations.



Where will 2021 Lead Us?

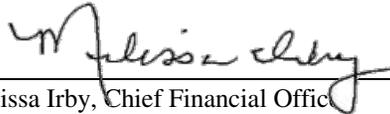
- The curve continues to fight the virus and though the long end has moved up slightly in yield on potential recovery fears, the short end remains almost stationary. The Fed actions on the long end will control any major increase.
- The various Covid vaccines have been a major boost to confidence but until it is disseminated and recovery begins, the impact is more of a confidence builder than a reality. That appears to require several more months.
- The Fed has stated its intention to stay at 0.0% Fed Funds through 2023. Looks like the curve will do its job for it.
- A final governmental *peaceful* transition should more closely identify upcoming changes and give the markets a boost for risk assets.



Collin County Community College District
 Monthly Investment Report
 January 1, 2021 – January 31, 2021

Portfolio Summary Management Report

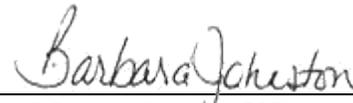
<u>Portfolio as of 12/31/20:</u>		<u>Portfolio as of 01/31/21:</u>	
Beginning Book Value	\$ 569,685,274	Ending Book Value	\$ 592,759,071
Beginning Market Value	\$ 569,856,012	Ending Market Value	\$ 592,966,856
		Unrealized Gain/Loss	\$ 207,785
WAM at Beginning Period Date ¹	56 days	WAM at Ending Period Date ¹	49 days
<i>(Increase in market value is due to seasonal cash inflows)</i>		Change in Market Value ²	\$ 23,110,844
Average Yield to Maturity for period		0.156%	
Average Yield 3 Month Treasury Bill for period		0.080%	



 Melissa Irby, Chief Financial Officer
 Collin County Community College District



 Julie Bradley, Associate V.P. - Controller
 Collin County Community College District



 Barbara Johnston, Associate V.P.
 Collin County Community College District

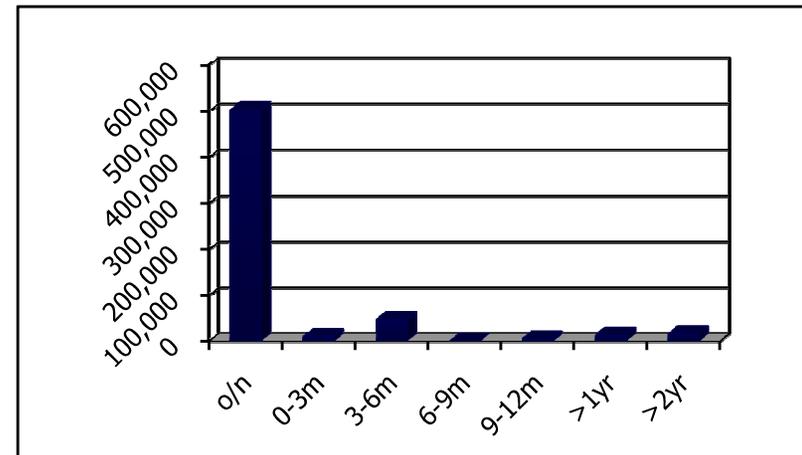
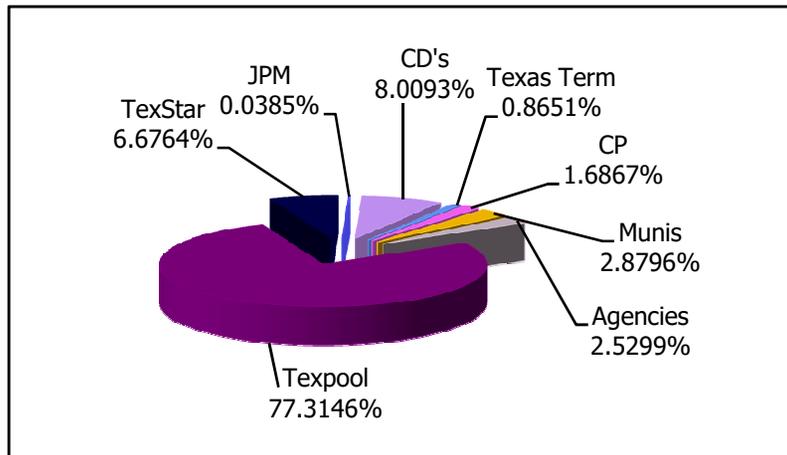
 1 WAM – weighted average maturity

2 “Change in Market Value” is required data, but will primarily reflect the receipt and expenditure of the District’s funds from month to month. *Patterson & Associates* has assisted in the preparation of this consolidated investment report, with additional input provided by CCCCDCD.

Your Portfolio

As of January 31, 2021

- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions. These are unusual times and where extensions can be made it is important to make them for any value in the markets.
- The graphs below show asset allocations by market sector and by maturity in your portfolio. Liquidity yields little or no value, but with a flat short curve it may be the only sector available out to six months without the use of CP. Our expectation is of continuing dismally low rates, but we look for value in your authorized sectors to capture the yield available as markets change.
- Fed actions will continue and additional stimulus will boost some risk-on confidence, providing opportunities in the markets.
- The non-cash portion of your portfolio is yielding 0.60%.





**Collin Co Comm College Dist.
Portfolio Management
Portfolio Summary
January 31, 2021**

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Commercial Paper Disc. -Amortizing	10,000,000.00	9,997,847.22	9,997,847.22	1.69	179	25	0.315
Federal Agency Coupon Securities	15,000,000.00	15,000,964.65	14,995,595.98	2.53	1,087	949	0.314
Municipal Bonds	16,865,000.00	17,271,469.40	17,069,052.90	2.88	706	520	0.952
TexStar	39,574,636.34	39,574,636.34	39,574,636.34	6.68	1	1	0.058
Texpool	458,289,193.73	458,289,193.73	458,289,193.73	77.31	1	1	0.079
JPMorgan Chase	228,145.20	228,145.20	228,145.20	0.04	1	1	0.000
CD's - Interest Monthly/Quarterly	47,476,280.17	47,476,280.17	47,476,280.17	8.01	365	108	0.620
Texas Term	5,128,319.66	5,128,319.66	5,128,319.66	0.87	1	1	0.070
Investments	592,561,575.10	592,966,856.37	592,759,071.20	100.00%	81	49	0.156

Cash and Accrued Interest						
Accrued Interest at Purchase		1,041.67	1,041.67			
Subtotal		1,041.67	1,041.67			
Total Cash and Investments	592,561,575.10	592,967,898.04	592,760,112.87		81	49

Total Earnings	January 31 Month Ending	Fiscal Year To Date
Current Year	78,077.13	481,056.85

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Collin Co Comm College Dist.
Summary by Type
January 31, 2021
Grouped by Fund

Patterson & Associates
 901 S. MoPac
 Suite 195
 Austin, TX 78746

-

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: Building						
Municipal Bonds	2	8,000,000.00	8,069,339.00	1.36	0.370	417
Texpool	1	82,559,879.36	82,559,879.36	13.93	0.079	1
TexStar	1	28,257,572.22	28,257,572.22	4.77	0.058	1
Subtotal	4	118,817,451.58	118,886,790.58	20.06	0.094	29
Fund: 2018 Bond Series						
Texpool	1	0.00	0.00	0.00	0.000	0
Subtotal	1	0.00	0.00	0.00	0.000	0
Fund: 2020 Bond Series						
Texpool	1	126,913,958.70	126,913,958.70	21.41	0.079	1
Subtotal	1	126,913,958.70	126,913,958.70	21.41	0.079	1
Fund: Debt Service						
Texas Term	1	20.50	20.50	0.00	0.000	1
Texpool	1	24,181,794.83	24,181,794.83	4.08	0.079	1
Subtotal	2	24,181,815.33	24,181,815.33	4.08	0.079	1
Fund: Operating						
Commercial Paper Disc. -Amortizing	1	10,000,000.00	9,997,847.22	1.69	0.315	25
Municipal Bonds	2	8,865,000.00	8,999,713.90	1.52	1.474	612
CD's - Interest Monthly/Quarterly	1	47,476,280.17	47,476,280.17	8.01	0.620	108
Federal Agency Coupon Securities	3	15,000,000.00	14,995,595.98	2.53	0.314	949
JPMorgan Chase	1	228,145.20	228,145.20	0.04	0.000	1
Texas Term	1	5,128,299.16	5,128,299.16	0.87	0.070	1
Texpool	1	143,497,270.49	143,497,270.49	24.21	0.079	1
TexStar	1	11,317,064.12	11,317,064.12	1.91	0.058	1
Subtotal	11	241,512,059.14	241,640,216.24	40.78	0.261	105
Fund: Stabilization						
Texpool	1	81,136,290.35	81,136,290.35	13.69	0.079	1

Collin Co Comm College Dist.

Summary by Type

January 31, 2021

Grouped by Fund

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity	
	Subtotal	1	81,136,290.35	81,136,290.35	13.69	0.079	1
	Total and Average	20	592,561,575.10	592,759,071.20	100.00	0.156	49



**Collin Co Comm College Dist.
Fund BLDG - Building
Investments by Fund
January 31, 2021**

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Municipal Bonds											
419792ZH2	10170	State of Hawaii	10/29/2020	3,000,000.00	3,000,000.00	3,009,630.00	0.429	0.422	0.428	10/01/2022	607
476576QP1	10171	Jersey City NJ	12/03/2020	5,069,339.00	5,000,000.00	5,079,800.00	2.000	0.331	0.335	12/02/2021	304
Subtotal and Average				8,069,339.00	8,000,000.00	8,089,430.00		0.365	0.370		416
TexStar											
2450	10007	TexStar	02/01/2016	28,257,572.22	28,257,572.22	28,257,572.22	0.058	0.057	0.058		1
Subtotal and Average				28,257,572.22	28,257,572.22	28,257,572.22		0.058	0.058		1
Texpool											
700001	10009	Texpool	02/01/2016	82,559,879.36	82,559,879.36	82,559,879.36	0.079	0.078	0.079		1
Subtotal and Average				82,559,879.36	82,559,879.36	82,559,879.36		0.078	0.079		1
Total Investments and Average				118,886,790.58	118,817,451.58	118,906,881.58		0.093	0.094		29

**Fund BOND18 - 2018 Bond Series
Investments by Fund
January 31, 2021**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Texpool										
700006	10067	Texpool	04/12/2018	0.00	0.00	0.00				1
Subtotal and Average				0.00	0.00	0.00		0.000	0.000	0
Total Investments and Average				0.00	0.00	0.00		0.000	0.000	0

**Fund BOND20 - 2020 Bond Series
Investments by Fund
January 31, 2021**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Texpool										
700006A	10164	Texpool	04/29/2020	126,913,958.70	126,913,958.70	126,913,958.70	0.079	0.078	0.079	1
Subtotal and Average				126,913,958.70	126,913,958.70	126,913,958.70	0.078	0.079		1
Total Investments and Average				126,913,958.70	126,913,958.70	126,913,958.70	0.078	0.079		1

**Fund DS - Debt Service
Investments by Fund
January 31, 2021**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Texpool										
700004	10010	Texpool	02/01/2016	24,181,794.83	24,181,794.83	24,181,794.83	0.079	0.078	0.079	1
Subtotal and Average				24,181,794.83	24,181,794.83	24,181,794.83		0.078	0.079	1
Texas Term										
1291-01	10141	TexasDAILY	02/04/2019	20.50	20.50	20.50				1
Subtotal and Average				20.50	20.50	20.50		0.000	0.000	1
Total Investments and Average				24,181,815.33	24,181,815.33	24,181,815.33		0.078	0.079	1

**Fund OPER - Operating
Investments by Fund
January 31, 2021**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Commercial Paper Disc. -Amortizing											
06742VVE8	10166	Barclays Bank CP	08/31/2020	9,997,847.22	10,000,000.00	9,997,847.22		0.310	0.314	02/26/2021	25
Subtotal and Average				9,997,847.22	10,000,000.00	9,997,847.22		0.310	0.315		25
Federal Agency Coupon Securities											
3133EL5J9	10167	FFCB Call Note	09/16/2020	4,999,086.96	5,000,000.00	5,003,552.50	0.300	0.305	0.310	09/01/2023	942
3133EL6U3	10169	FFCB Call Note	09/16/2020	4,996,885.47	5,000,000.00	5,000,308.30	0.280	0.309	0.313	09/14/2023	955
3134GWK47	10168	FHLMC Call Note	09/16/2020	4,999,623.55	5,000,000.00	4,997,103.85	0.305	0.312	0.316	09/08/2023	949
Subtotal and Average				14,995,595.98	15,000,000.00	15,000,964.65		0.309	0.314		948
Municipal Bonds											
20772J3G5	10162	State of Connecticut	04/20/2020	5,914,419.12	5,865,000.00	6,026,639.40	2.020	1.440	1.460	08/15/2022	560
20772KAE9	10163	State of Connecticut	04/20/2020	3,085,294.78	3,000,000.00	3,155,400.00	2.990	1.479	1.500	01/15/2023	713
Subtotal and Average				8,999,713.90	8,865,000.00	9,182,039.40		1.454	1.474		612
TexStar											
5450	10008	TexStar	02/01/2016	11,317,064.12	11,317,064.12	11,317,064.12	0.058	0.057	0.058		1
Subtotal and Average				11,317,064.12	11,317,064.12	11,317,064.12		0.058	0.058		1
Texpool											
700003	10011	Texpool	02/01/2016	143,497,270.49	143,497,270.49	143,497,270.49	0.079	0.078	0.079		1
Subtotal and Average				143,497,270.49	143,497,270.49	143,497,270.49		0.078	0.079		1
JPMorgan Chase											
7828	10012	JPMorgan Chase Commercial Chkg	02/01/2016	228,145.20	228,145.20	228,145.20					1
Subtotal and Average				228,145.20	228,145.20	228,145.20		0.000	0.000		1
CD's - Interest Monthly/Quarterly											
172128542A	10165	East West Bank	05/20/2020	47,476,280.17	47,476,280.17	47,476,280.17	0.620	0.611	0.620	05/20/2021	108
Subtotal and Average				47,476,280.17	47,476,280.17	47,476,280.17		0.612	0.620		108
Texas Term											
1291-00	10142	TexasDAILY	02/06/2019	5,128,299.16	5,128,299.16	5,128,299.16	0.070	0.069	0.070		1
Subtotal and Average				5,128,299.16	5,128,299.16	5,128,299.16		0.069	0.070		1
Total Investments and Average				241,640,216.24	241,512,059.14	241,827,910.41		0.257	0.261		104

**Fund STABL - Stabilization
Investments by Fund
January 31, 2021**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Texpool										
700005	10050	Texpool	01/24/2018	81,136,290.35	81,136,290.35	81,136,290.35	0.079	0.078	0.079	1
Subtotal and Average				81,136,290.35	81,136,290.35	81,136,290.35	0.078	0.079		1
Total Investments and Average				81,136,290.35	81,136,290.35	81,136,290.35	0.078	0.079		1



**Collin Co Comm College Dist.
Cash Reconciliation Report
For the Period January 1, 2021 - January 31, 2021
Grouped by Fund**

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

Trans. Date	Investment #	Fund	Trans. Type	Security ID	Par Value	Security Description	Maturity Date	Purchases	Interest	Redemptions	Cash
Operating											
01/15/2021	10163	OPER	Interest	20772KAE9	3,000,000.00	CONNST 3.0M 2.99% Mat.	01/15/2023	0.00	44,850.00	0.00	44,850.00
01/31/2021	10165	OPER	Interest	172128542A	47,269,476.94	EWB 47.3M 0.62% Mat. 05/20/2021	05/20/2021	0.00	24,993.05	0.00	24,993.05
01/31/2021	10165	OPER	Interest	172128542A	47,269,476.94	EWB 47.3M 0.62% Mat. 05/20/2021	05/20/2021	-24,993.05	0.00	0.00	-24,993.05
Subtotal								-24,993.05	69,843.05	0.00	44,850.00
Total								-24,993.05	69,843.05	0.00	44,850.00



Collin Co Comm College Dist.
Interest Earnings
Sorted by Fund - Fund
January 1, 2021 - January 31, 2021
Yield on Average Book Value

Patterson & Associates
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 Suite 195
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CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Adjusted Interest Earnings			
									Annualized Yield	Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Building												
2450	10007	BLDG	RRP	28,257,572.22	28,256,174.28	28,256,309.56		0.058	0.058	1,397.94	0.00	1,397.94
700001	10009	BLDG	RR2	82,559,879.36	82,554,322.25	82,554,860.03		0.079	0.079	5,557.11	0.00	5,557.11
419792ZH2	10170	BLDG	MC1	3,000,000.00	3,000,000.00	3,000,000.00	10/01/2022	0.429	0.421	1,072.50	0.00	1,072.50
476576QP1	10171	BLDG	MC1	5,000,000.00	5,076,249.86	5,072,571.50	12/02/2021	2.000	0.330	8,333.33	-6,910.86	1,422.47
			Subtotal	118,817,451.58	118,886,746.39	118,883,741.10			0.094	16,360.88	-6,910.86	9,450.02
Fund: 2020 Bond Series												
700006A	10164	BOND20	RR2	126,913,958.70	131,445,311.13	131,006,793.15		0.079	0.079	8,826.63	0.00	8,826.63
			Subtotal	126,913,958.70	131,445,311.13	131,006,793.15			0.079	8,826.63	0.00	8,826.63
Fund: Debt Service												
700004	10010	DS	RR2	24,181,794.83	19,892,312.82	20,307,423.98		0.079	0.079	1,359.49	0.00	1,359.49
1291-01	10141	DS	RR5	20.50	20.50	20.50				0.00	0.00	0.00
			Subtotal	24,181,815.33	19,892,333.32	20,307,444.48			0.079	1,359.49	0.00	1,359.49
Fund: Operating												
5450	10008	OPER	RRP	11,317,064.12	11,316,504.25	11,316,558.43		0.058	0.058	559.87	0.00	559.87
700003	10011	OPER	RR2	143,497,270.49	121,561,691.65	133,744,931.91		0.079	0.079	8,937.45	0.00	8,937.45
7828	10012	OPER	RR3	228,145.20	129,856.50	139,368.31				0.00	0.00	0.00
3134GWK47	10168	OPER	FAC	5,000,000.00	4,999,318.31	4,999,480.78	09/08/2023	0.305	0.371	1,270.83	305.24	1,576.07
172128542A	10165	OPER	RR4	47,476,280.17	47,451,287.12	47,452,093.35	05/20/2021	0.620	0.620	24,993.05	0.00	24,993.05
3133EL5J9	10167	OPER	FAC	5,000,000.00	4,998,956.52	4,999,025.95	09/01/2023	0.300	0.325	1,250.00	130.44	1,380.44
3133EL6U3	10169	OPER	FAC	5,000,000.00	4,996,466.48	4,996,689.49	09/14/2023	0.280	0.374	1,166.67	418.99	1,585.66
1291-00	10142	OPER	RR5	5,128,299.16	5,127,979.96	5,128,010.85		0.070	0.073	319.20	0.00	319.20
06742VVE8	10166	OPER	ACP	10,000,000.00	9,995,177.78	9,996,555.56	02/26/2021		0.314	0.00	2,669.44	2,669.44
20772KAE9	10163	OPER	MC1	3,000,000.00	3,088,929.50	3,086,994.89	01/15/2023	2.990	1.465	7,475.00	-3,634.72	3,840.28
20772J3G5	10162	OPER	MC1	5,865,000.00	5,917,095.25	5,915,670.86	08/15/2022	2.020	1.432	9,872.75	-2,676.13	7,196.62
			Subtotal	241,512,059.14	219,583,263.32	231,775,380.37			0.270	55,844.82	-2,786.74	53,058.08
Fund: Stabilization												
700005	10050	STABL	RR2	81,136,290.35	79,877,619.53	79,999,426.38		0.079	0.079	5,382.91	0.00	5,382.91

Collin Co Comm College Dist.
Interest Earnings
January 1, 2021 - January 31, 2021

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Adjusted Interest Earnings			
									Annualized Yield	Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
			Subtotal	81,136,290.35	79,877,619.53	79,999,426.38			0.079	5,382.91	0.00	5,382.91
			Total	592,561,575.10	569,685,273.69	581,972,785.49			0.158	87,774.73	-9,697.60	78,077.13



**Collin Co Comm College Dist.
Amortization Schedule
January 1, 2021 - January 31, 2021
Sorted By Fund - Fund**

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

Investment #	Maturity Date	Beginning Par Value				Amounts Amortized				
Issuer	Fund	Amort. Date	Current Rate	Purchase Principal	Original Premium or Discount	Ending Book Value	And Unamortized As of 01/01/2021	Amount Amortized This Period	Amt Amortized Through 01/31/2021	Amount Unamortized Through 01/31/2021
Building										
10171 Jersey City NJ	BLDG	12/02/2021	5,000,000.00 2.000	5,082,700.00	82,700.00	5,069,339.00	-6,450.14 76,249.86	-6,910.86	-13,361.00	69,339.00
			Subtotal	5,082,700.00	82,700.00	5,069,339.00	-6,450.14 76,249.86	-6,910.86	-13,361.00	69,339.00
Operating										
10166 Barclays Bank CP	OPER	02/26/2021	10,000,000.00	9,984,586.11	-15,413.89	9,997,847.22	10,591.67 -4,822.22	2,669.44	13,261.11	-2,152.78
10162 State of Connecticut	OPER	08/15/2022	5,865,000.00 2.020	5,939,485.50	74,485.50	5,914,419.12	-22,390.25 52,095.25	-2,676.13	-25,066.38	49,419.12
10163 State of Connecticut	OPER	01/15/2023	3,000,000.00 2.990	3,119,340.00	119,340.00	3,085,294.78	-30,410.50 88,929.50	-3,634.72	-34,045.22	85,294.78
10167 FFCB Call Note	OPER	09/01/2023 09/01/2021	5,000,000.00 0.300	4,998,500.00	-1,500.00	4,999,086.96	456.52 -1,043.48	130.44	586.96	-913.04
10169 FFCB Call Note	OPER	09/14/2023 09/14/2021	5,000,000.00 0.280	4,995,000.00	-5,000.00	4,996,885.47	1,466.48 -3,533.52	418.99	1,885.47	-3,114.53
10168 FHLMC Call Note	OPER	09/08/2023 03/08/2021	5,000,000.00 0.305	4,998,250.00	-1,750.00	4,999,623.55	1,068.31 -681.69	305.24	1,373.55	-376.45
			Subtotal	34,035,161.61	170,161.61	33,993,157.10	-39,217.77 130,943.84	-2,786.74	-42,004.51	128,157.10
			Total	39,117,861.61	252,861.61	39,062,496.10	-45,667.91 207,193.70	-9,697.60	-55,365.51	197,496.10



**Collin Co Comm College Dist.
Projected Cashflow Report
Sorted by Monthly**

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

For the Period February 1, 2021 - August 31, 2021

Projected Trans. Date	Investment #	Fund	Security ID	Transaction Type	Issuer	Par Value	Original Cost	Principal	Interest	Total
February 2021										
02/15/2021	10162	OPER	20772J3G5	Interest	State of Connecticut	0.00	0.00	0.00	59,236.50	59,236.50
02/26/2021	10166	OPER	06742VVE8	Maturity	Barclays Bank CP	10,000,000.00	9,984,586.11	10,000,000.00	0.00	10,000,000.00
Total for February 2021						10,000,000.00	9,984,586.11	10,000,000.00	59,236.50	10,059,236.50
March 2021										
03/01/2021	10167	OPER	3133EL5J9	Interest	FFCB Call Note	0.00	0.00	0.00	7,500.00	7,500.00
03/08/2021	10168	OPER	3134GWK47	Interest	FHLMC Call Note	0.00	0.00	0.00	7,625.00	7,625.00
03/08/2021	10168	OPER	3134GWK47	Call	FHLMC Call Note	5,000,000.00	4,998,250.00	5,000,000.00	0.00	5,000,000.00
03/14/2021	10169	OPER	3133EL6U3	Interest	FFCB Call Note	0.00	0.00	0.00	7,000.00	7,000.00
Total for March 2021						5,000,000.00	4,998,250.00	5,000,000.00	22,125.00	5,022,125.00
July 2021										
07/15/2021	10163	OPER	20772KAE9	Interest	State of Connecticut	0.00	0.00	0.00	44,850.00	44,850.00
Total for July 2021						0.00	0.00	0.00	44,850.00	44,850.00
August 2021										
08/15/2021	10162	OPER	20772J3G5	Interest	State of Connecticut	0.00	0.00	0.00	59,236.50	59,236.50
Total for August 2021						0.00	0.00	0.00	59,236.50	59,236.50
GRAND TOTALS:						15,000,000.00	14,982,836.11	15,000,000.00	185,448.00	15,185,448.00

A photograph of a modern, multi-story building with a glass facade, illuminated at night. The building features multiple levels with walkways and railings, and a central courtyard area. The sky is dark blue with some clouds.

Collin College

2017 Capital Improvement Program
Monthly Report
January 2021

Collin County Community College District

Project Reference: 60541060
Project Number: 60541060

February 08, 2021

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Revision	Revision date	Details	Authorized	Name	Position
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1. Introduction

On May 6, 2017, voters approved Collin College's \$600 million bond proposal to facilitate a long-range plan to accommodate the projected population growth in Collin County over the next two decades. The program consists of 4 new campuses and 2 new facilities.

On May 16, 2017, in a special session, the Board of Trustees granted the District President authority to enter and negotiate into contract with AECOM Technical Services, Inc. (AECOM) to provide Program Management Services to the Collin College 2017 Capital Improvement Program. On May 25, 2017, Collin College issued a Notice to Proceed to AECOM. As part of these services, AECOM will deliver a monthly report to provide status and progress of key aspects of the Program.

2. Executive Summary

The Program is progressing as planned with no major issues to report at this time.

Completed and Pending Items

- Technical Campus – Vestibule waterproofing has started. Test & Balance and Commissioning services are complete, waiting for final reports. McCarthy completed O&M's and Warranties and has been turned over to the College.
- Wylie Campus – Punchlist is complete, waiting for materials to complete exhaust fan rework.
- Celina Campus – Building's interior remains in the finishes stage. Millwork is 95% complete throughout the building. Glass railing at the monument stair has started and is on-going. Sidewalk installation is on-going, with 95% complete. Final site and irrigation work is ongoing at Kinship Parkway. The City's Choate Parkway road project is on-going and remains on schedule to be complete by the middle of June 2021.
- Farmersville Campus – Contractor is completing punch list items. Onsite landscaping is complete and in the punch list stage. FF&E installation is on-going throughout the building. A Final Certificate of Occupancy will be issued by the City once their contractor completes the new road on the West side of the Campus. City has committed to having asphalt road access to the campus by March 15.
- IT Center – The north and south curtain wall glazing is nearing completion. Exterior masonry work is complete. Interior thin brick and block installation is on-going. Interior wall framing, sheathing, overhead MEP installation is on-going at all levels. Elevator installation is complete and passed the state inspection; one elevator can now be used for construction.
- Frisco Campus (Addition and Renovations) – The project team is currently working to further define and schedule the renovation and addition scopes of work at the campus. Fire lane construction work is underway.
- McKinney Campus (Welcome Center and Renovations) – GMP #1 for the Site / Civil and demolition for Dental / Kitchen, NTP was issued on January 7th. Fencing was installed on January 29th. Construction to begin in February when permits are received. The Schematic Design documents were submitted and reviewed by the project team. The project team is currently working towards finalizing a construction schedule to complete the work. GMP #2 for the remaining work and the new Welcome Center was approved by the Board on January 26th.

Items of close attention

- Punch list items at the Technical, Wylie, and Farmersville Campus
- Monitoring the progress of the new road the City of Farmersville is installing along the west entrance of the Farmersville Campus

Budget Summary

- \$525,418,800 of the \$600,000,000 has been committed to-date in the form of contracts with various vendors. This represents 87.57% of the overall program budget committed.
- \$482,750,040 of the \$525,418,800 committed amount has been expended to-date. This represents 91.88% of the commitments to date and 80.46% of the program budget.

3. Scope

3.1 Phase 1

- Wylie Campus
 - Construction of a campus on a new approximately 97-acre site
 - The campus includes:
 - Campus Commons
 - Library
 - Student Center/Conference Center
 - Central Utility Plant
- Technical Campus
 - Construction of a Technical Campus on a new 32-acre site in Allen, Texas
 - The campus includes:
 - 450 space underground parking garage
 - Academic Building (includes space for dual credit students)
 - 3 Trade Bar Buildings to support CTE programs
 - Programs planned for inclusion include:
 - Advanced Manufacturing, Automotive, Construction, and Health Science

3.2 Phase 2

- Celina Campus
 - Construction of a campus on a new approximately 75-acre site
 - The campus includes:
 - Student Union / Workforce / Instructional Building
- Farmersville Campus
 - Construction of a campus on a new approximately 76-acre site
 - The campus includes:
 - Student Union / Workforce / Instructional Building
- Frisco Campus
 - Construction of a new IT Center building on the existing campus

3.3 Phase 3

- Additions and Renovations at Frisco Campus
 - Alumni Hall Renovations and Additions
 - Lawler Hall Renovations
 - Heritage Hall Upgrades
 - Founders Hall Renovations
 - Wayfinding
- Additional Frisco Campus Projects
 - Construction of a new fire lane, parking lot, and loop road on the existing campus
 - Trane Upgrades
- Additions and Renovations at McKinney Campus
 - Construction of a new Welcome Center on the existing campus
 - New Entry Drive and Parking
 - Pistol Range Demo
 - Classroom Building and Dining Renovations
 - Dental Hygiene Renovations
 - Wayfinding
- Additional McKinney Campus Projects
 - Trane Upgrades
- Additional Plano Campus Projects
 - Trane Upgrades
 - Wayfinding
- Additional Courtyard Center Projects
 - Trane Upgrades
- Additional CHEC Projects
 - Trane Upgrades

4. Community

4.1 Project Teams

4.1.1 Phase 1

- Wylie Campus
 - Program Manager: AECOM Technical Services, Inc. (under contract)
 - A/E: Page Southerland Page, Inc. (under contract)
 - MEP: Reed, Wells, Benson & Co.
 - Civil Engineer: Pacheco Koch Consulting Engineers, Inc.

- Cost Consulting: Vermeulens
- Construction Manager-at-Risk: Skanska USA Building, Inc. (under contract)
- Commissioning Agent: Bath Group, Inc. (under contract)
- Technical Campus
 - Program Manager: AECOM Technical Services, Inc. (under contract)
 - A/E: Perkins+Will, Inc. (under contract)
 - Associate Architect: Hoefer Wysocki Architecture
 - MEP: Purdy McGuire
 - Civil Engineer: Pacheco Koch Consulting Engineers, Inc.
 - Structural Engineer: L.A. Fuess Partners, Inc.
 - Cost Consulting: Vermeulens
 - Construction Manager-at-Risk: McCarthy Building Companies, Inc. (under contract)
 - Commissioning Agent: Farnsworth (under contract)

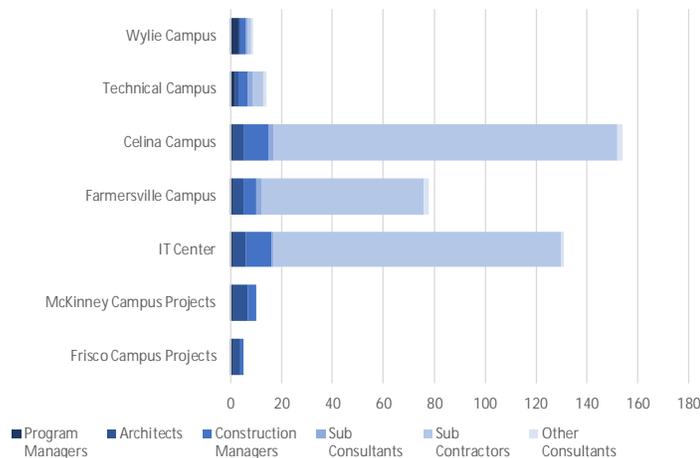
4.1.2 Phase 2

- Celina Campus
 - Program Manager: AECOM (under contract)
 - A/E: Beck Architecture, LLC (under contract)
 - Structural Engineer: L.A. Fuess Partners, Inc.
 - MEP: Reed, Wells, Benson & Co.
 - Civil Engineer: RLK Engineering
 - Construction Manager-at-Risk: JT Vaughn Construction (under contract)
- Farmersville Campus
 - Program Manager: AECOM (under contract)
 - A/E: Beck Architecture, LLC (under contract)
 - Structural Engineer: L.A. Fuess Partners, Inc.
 - MEP: Reed, Wells, Benson & Co.
 - Civil Engineer: RLK Engineering
 - Construction Manager-at-Risk: JT Vaughn Construction (under contract)
- IT Center
 - Program Manager: AECOM (under contract)
 - A/E: Beck Architecture, LLC (under contract)
 - Structural Engineer: L.A. Fuess Partners, Inc.
 - MEP: ME Engineers
 - Civil Engineer: RLK Engineering
 - Construction Manager-at-Risk: JE Dunn Construction (under contract)

4.1.3 Phase 3

- Welcome Center at the McKinney Campus
 - Program Manager: AECOM Technical Service, Inc. (under contract)
 - A/E: PBK (under contract)
 - Construction Manager-at-Risk: Skanska USA Building, Inc. (under contract)
- Loop Road/Parking at Frisco Campus
 - Program Manager: AECOM Technical Service, Inc. (under contract)
 - Civil Engineer: RLK Engineering (under contract)
 - Construction Manager-at-Risk: JE Dunn Construction (under contract)
- Fire Lane at Frisco Campus
 - Program Manager: AECOM Technical Service, Inc. (under contract)
 - Civil Engineer: RLK Engineering (under contract)
 - Construction Manager-at-Risk: Skanska USA Building, Inc. (under contract)
- Additional Projects at Frisco Campus
 - Program Manager: AECOM Technical Service, Inc. (under contract)
 - A/E: Page Southerland Page, Inc. (under contract)
 - Construction Manager-at-Risk: Skanska USA Building, Inc. (under contract)
- Additional Projects at McKinney Campus
 - Program Manager: AECOM Technical Service, Inc. (under contract)
 - A/E: PBK (under contract)
 - Construction Manager-at-Risk: Skanska USA Building, Inc. (under contract)
- Trane Upgrades at 5 Existing Campuses
 - Program Manager: AECOM Technical Service, Inc (under contract)
 - Design – Builder: Trane Companies, Inc. (under contract)

4.2 Current Personnel Estimate



5.2 Phase 1

Wylie Campus

Activity	Baseline Finish	Planned Finish		Actual Finish	
BOT Approval of Program Manager	May 16, 2017	May 16, 2017	↑	May 16, 2017	✓
BOT Approval of A/E Procurement Method	May 23, 2017	May 23, 2017	↑	May 23, 2017	✓
BOT Approval of Construction Delivery Method	May 23, 2017	May 23, 2017	↑	May 23, 2017	✓
BOT Approval of Recommended Firms	August 22, 2017	August 22, 2017	↑	August 22, 2017	✓
Architect Mobilized	September 12, 2017	September 29, 2017	↓	September 28, 2017	✓
GMP Construction Documents Submittal	June 26, 2018	June 26, 2018	↑	June 26, 2018	✓
BOT Approval of GMP	August 28, 2018	August 28, 2018	↑	August 28, 2018	✓
Contractor Mobilized	September 10, 2018	September 12, 2018	👉	September 12, 2018	✓
Foundations Complete	May 18, 2019	April 30, 2019	↑	April 23, 2019	✓
Structures Complete	June 28, 2019	June 28, 2019	↑	May 23, 2019	✓
Dry-In of Buildings Complete	October 26, 2019	October 26, 2019	↑	October 29, 2019	✓
Permanent Power Complete	September 17, 2019	September 17, 2019	↑	September 21, 2019	✓
Interior Finish-Out Complete	May 1, 2020	June 10, 2020	↓	July 1, 2020	✓
Substantial Completion	June 25, 2020	June 25, 2020	↑	June 30, 2020	✓
Final Completion	August 23, 2020	March 2021	↓	-	
Student Occupancy	August 2020	August 2020	↑	August 1, 2020	✓

Technical Campus

Activity	Baseline Finish	Planned Finish		Actual Finish	
BOT Approval of Program Manager	May 16, 2017	May 16, 2017	↑	May 16, 2017	✓
BOT Approval of A/E Procurement Method	May 23, 2017	May 23, 2017	↑	May 23, 2017	✓
BOT Approval of Construction Delivery Method	May 23, 2017	May 23, 2017	↑	May 23, 2017	✓
BOT Approval of Recommended Firms	August 22, 2017	August 22, 2017	↑	August 22, 2017	✓
Architect Mobilized	September 12, 2017	September 29, 2017	↓	September 28, 2017	✓
GMP Construction Documents Submittal	April 16, 2018	April 16, 2018	↑	April 19, 2018	✓
BOT Approval of GMP	June 26, 2018	June 26, 2018	↑	June 26, 2018	✓
Contractor Mobilized	July 6, 2018	July 20, 2018	👉	July 26, 2018	✓
Foundations Complete	September 23, 2019	September 23, 2019	↑	July 29, 2019	✓
Structures Complete	November 18, 2019	November 18, 2019	↑	November 13, 2019	✓
Roofing of Buildings Complete	December 20, 2019	December 20, 2019	↑	December 20, 2019	✓
Permanent Power Complete	December 15, 2019	January 10, 2020	↓	January 15, 2020	✓
Building A Punchlist Generated	June 5, 2020	June 12, 2020	👉	June 12, 2020	✓
Building B Punchlist Generated	June 12, 2020	June 19, 2020	👉	June 19, 2020	✓
Building C Punchlist Generated	June 30, 2020	July 6, 2020	👉	July 9, 2020	✓
Building D Punchlist Generated	July 6, 2020	July 20, 2020	👉	July 15, 2020	✓
Substantial Completion	July 6, 2020	August 10, 2020	↓	August 10, 2020	✓
Final Completion	September 4, 2020	March 2021	↓	-	
Student Occupancy	August 2020	August 2020	↑	August 8, 2020	✓

5.3 Phase 2

Celina Campus

Activity	Baseline Finish	Planned Finish		Actual Finish	
BOT Approval of Program Manager	September 25, 2018	February 14, 2018	👤	February 14, 2018	✔️
BOT Approval of A/E Procurement Method	September 25, 2018	March 27, 2018	👤	March 27, 2018	✔️
BOT Approval of Construction Delivery Method	September 25, 2018	March 27, 2018	👤	March 27, 2018	✔️
BOT Approval of Recommended A/E Firm	June 26, 2018	June 26, 2018	👤	June 26, 2018	✔️
BOT Approval of Recommended CM Firm	August 2018	August 2018	👤	August 28, 2018	✔️
Architect Mobilized	July 24, 2018	July 24, 2018	👤	July 31, 2018	✔️
Schematic Design Submittal	January 8, 2019	January 15, 2019	👤	January 16, 2019	✔️
Design Development Submittal	April 30, 2019	April 30, 2019	👤	April 26, 2019	✔️
Construction Document Submittal	September 20, 2019	September 20, 2019	👤	September 3, 2019	✔️
Contractor Mobilized	December 2019	December 2019	👤	November 25, 2019	✔️
Foundations Complete	April 9, 2020	April 14, 2020	👤	April 21, 2020	✔️
Structures Complete	July 7, 2020	July 7, 2020	👤	June 9, 2020	✔️
Roofing of Buildings Complete	December 2, 2020	December 2, 2020	👤	November 13, 2020	✔️
Permanent Power Complete	October 7, 2020	October 7, 2020	👤	May 28, 2020	✔️
Interior Finish-Out Complete	May 18, 2021	May 18, 2021	👤	-	
Substantial Completion	July 15, 2021	June 30, 2021	👤	-	
Final Completion	August 12, 2021	August 30, 2021	👤	-	
Student Occupancy	August 2021	August 2021	👤	-	

Farmersville Campus

Activity	Baseline Finish	Planned Finish		Actual Finish	
BOT Approval of Program Manager	September 25, 2018	February 14, 2018	👤	February 14, 2018	✔️
BOT Approval of A/E Procurement Method	September 25, 2018	March 27, 2018	👤	March 27, 2018	✔️
BOT Approval of Construction Delivery Method	September 25, 2018	March 27, 2018	👤	March 27, 2018	✔️
BOT Approval of Recommended A/E Firm	June 26, 2018	June 26, 2018	👤	June 26, 2018	✔️
BOT Approval of Recommended CM Firm	August 2018	August 2018	👤	August 28, 2018	✔️
Architect Mobilized	July 24, 2018	July 24, 2018	👤	July 31, 2018	✔️
Schematic Design Submittal	December 20, 2018	December 18, 2018	👤	December 18, 2018	✔️
Design Development Submittal	April 2, 2019	April 19, 2019	👤	April 26, 2019	✔️
Construction Document Submittal	July 25, 2019	August 9, 2019	👤	August 9, 2019	✔️
Contractor Mobilized	November 2019	November 2019	👤	October 21, 2019	✔️
Foundations Complete	March 5, 2020	March 13, 2020	👤	April 2, 2020	✔️
Structures Complete	April 13, 2020	April 13, 2020	👤	April 30, 2020	✔️
Roofing of Buildings Complete	June 29, 2020	June 29, 2020	👤	June 30, 2020	✔️
Permanent Power Complete	June 30, 2020	July 7, 2020	👤	May 4, 2020	✔️
Interior Finish-Out Complete	November 30, 2020	November 30, 2020	👤	December 11, 2020	✔️
Substantial Completion	January 5, 2021	January 5, 2021	👤	December 21, 2020	✔️
Final Completion	February 2, 2021	February 19, 2021	👤	-	
Student Occupancy	August 2021	March 2021	👤	-	

IT Center

Activity	Baseline Finish	Planned Finish		Actual Finish	
BOT Approval of Program Manager	September 25, 2018	February 14, 2018	↑	February 14, 2018	✓
BOT Approval of A/E Procurement Method	September 25, 2018	March 27, 2018	↑	March 27, 2018	✓
BOT Approval of Construction Delivery Method	September 25, 2018	March 27, 2018	↑	March 27, 2018	✓
BOT Approval of Recommended A/E Firm	June 26, 2018	June 26, 2018	↑	June 26, 2018	✓
BOT Approval of Recommended CM Firm	August 2018	August 2018	↑	August 28, 2018	✓
Architect Mobilized	July 24, 2018	July 24, 2018	↑	July 31, 2018	✓
Schematic Design Submittal	May 24, 2019	May 24, 2019	↑	May 24, 2019	✓
Design Development Submittal	August 23, 2019	August 23, 2019	↑	August 23, 2019	✓
Construction Document Submittal	December 9, 2019	December 9, 2019	↑	December 9, 2019	✓
Contractor Mobilized	December 2019	January 6, 2020	↓	January 20, 2020	✓
Construction Start for Loop Road/Parking	June 1, 2020	July 13, 2020	↓	July 27, 2020	✓
Foundations Complete	June 22, 2020	June 22, 2020	↑	May 2, 2020	✓
Structures Complete	August 14, 2020	August 14, 2020	↑	July 14, 2020	✓
Phase 1 Construction Complete for Loop Road/Parking	August 15, 2020	August 15, 2020	↑	August 22, 2020	✓
Phase 2 Construction Complete for Loop Road/Parking	October 31, 2020	February 2021	↓	-	
Roofing of Buildings Complete	November 3, 2020	November 23, 2020	↓	October 23, 2020	✓
Permanent Power Complete	January 4, 2021	January 4, 2021	↑	January 29, 2021	✓
Interior Finish-Out Complete	May 13, 2021	May 13, 2021	↑	-	
Substantial Completion	June 30, 2021	July 7, 2021	⚠	-	
Final Completion	August 26, 2021	August 26, 2021	↑	-	
Student Occupancy	August 2021	August 2021	↑	-	

* Phase 3 (Loop Road and Parking Lot) at Frisco Campus is included in this schedule

5.4 Phase 3

McKinney Campus (Welcome Center and Renovations)

Activity	Baseline Finish	Planned Finish		Actual Finish	
BOT Approval of Program Manager	August 27, 2019	August 27, 2019	↑	August 27, 2019	✓
BOT Approval of A/E Procurement Method	October 22, 2019	October 22, 2019	↑	October 22, 2019	✓
BOT Approval of Construction Delivery Method	February 2020	February 2020	↑	October 22, 2019	✓
BOT Approval of Recommended A/E Firm	March 24, 2020	March 24, 2020	↑	April 28, 2020	✓
BOT Approval of Recommended CM Firm	March 24, 2020	March 24, 2020	↑	April 28, 2020	✓
Architect NTP	April 14, 2020	April 14, 2020	↑	April 8, 2020	✓
Schematic Design Submittal	August 1, 2020	August 1, 2020	↑	August 1, 2020	✓
Site Construction Document Submittal	October 2, 2020	October 2, 2020	↑	October 2, 2020	✓
Welcome Center Construction Document Submittal	November 20, 2020	November 20, 2020	↑	October 30, 2020	✓
GMP #1 * Board Approval	December 8, 2020	December 8, 2020	↑	December 8, 2021	✓
GMP #2 ** Board Approval	January 26, 2021	February 23, 2021	↓	January 26, 2021	✓
GMP #1 * Construction Start	January 18, 2021	January 18, 2021	↑	January 28, 2021	✓
GMP #2 ** Construction Start	March 1, 2021	March 1, 2021	↑	-	
Substantial Completion	May 2022	May 2022	↑	-	
Student Occupancy	July 2022	July 2022	↑	-	

* GMP #1 Site, Civil, and Demolition for Renovation Work

** GMP #2 Construction of New Welcome Center and Renovation

Frisco Campus (Addition and Renovations)

Activity	Baseline Finish	Planned Finish		Actual Finish	
BOT Approval of Program Manager	August 27, 2019	August 27, 2019	↑	August 27, 2019	✔
BOT Approval of Recommended AE Firm	June 23, 2020	June 23, 2020	↑	June 23, 2020	✔
BOT Approval of Recommended CM Firm	August 25, 2020	August 25, 2020	↑	August 25, 2020	✔
GMP #1 * Board Approval	October 27, 2020	October 27, 2020	↑	October 27, 2020	✔
GMP #1 * Construction Start	December 15, 2020	December 15, 2020	↑	December 2, 2020	✔
GMP #2 ** Board Approval	March 2021	April 2021	↓	-	
GMP #2 ** Construction Start	April 2021	May 2021	↓	-	
GMP #3 *** Board Approval	May 2021	June 2021	↓	-	
GMP #3 *** Construction Start	June 2021	July 2021	↓	-	
Substantial Completion	March 25, 2022	June 2022	↓	-	

* GMP #1 Fire Lane

** GMP #2 Renovations and Foundation Work

*** GMP #3 Alumni Hall Remaining Work

6. Budget

6.1 Program Summary

Program Wide Budget Summary

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$47,226,570	\$43,135,590	\$42,956,650	\$38,912,199	100%	91%
Investigation, Testing & Verification	\$8,185,410	\$7,001,855	\$5,386,178	\$4,089,019	77%	76%
Construction, Equipment & Furnishings	\$486,561,069	\$511,430,883	\$474,552,230	\$438,810,459	93%	92%
Misc.	\$394,411	\$391,623	\$134,893	\$134,893	34%	100%
Contingency	\$61,621,273	\$10,452,472	\$0	\$0	0%	0%
Total Program Budget	\$600,000,000	\$600,000,000	\$525,418,800	\$482,750,040		
% of Total Program Budget Committed		87.57%				
% of Total Commitments Expended			91.88%			
% of Total Program Budget Expended				80.46%		

6.2 Phase 1

Wylie Campus

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$15,051,440	\$13,460,383	\$13,442,958	\$13,434,860	100%	100%
Investigation, Testing & Verification	\$2,679,247	\$2,084,678	\$1,777,394	\$1,580,489	85%	89%
Construction, Equipment & Furnishings	\$133,174,284	\$150,289,548	\$150,279,054	\$148,519,700	100%	99%
Misc.	\$126,082	\$176,483	\$61,361	\$61,361	35%	100%
Contingency	\$6,571,649	\$19,153	\$0	\$0	0%	0%
Total Project Budget	\$157,602,702	\$166,030,244	\$165,560,767	\$163,596,410		
% of Total Project Budget Committed		99.72%				
% of Total Commitments Expended			98.81%			
% of Total Project Budget Expended				98.53%		

Technical Campus

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$14,713,206	\$13,847,440	\$13,796,055	\$13,693,418	100%	99%
Investigation, Testing & Verification	\$2,619,039	\$1,694,355	\$1,541,566	\$1,258,364	91%	82%
* Construction, Equipment & Furnishings	\$130,181,602	\$161,585,390	\$161,547,998	\$159,823,594	100%	99%
Misc.	\$123,249	\$38,857	\$38,163	\$38,163	98%	100%
Contingency	\$6,423,972	\$11,310	\$0	\$0	0%	0%
Total Project Budget	\$154,061,068	\$177,177,352	\$176,923,782	\$174,813,539		
Allen ISD Reimbursement	-	(\$12,000,000)	(\$12,000,000)	-		
Allen EDC Grant	-	(\$400,000)	(\$400,000)	-		
% of Total Project Budget Committed	99.86%					
% of Total Commitments Expended	98.81%					
% of Total Project Budget Expended	98.67%					

* Actual Budget from bond funds is \$149,185,390 (\$161,585,390 less \$12,000,000 Allen ISD Reimbursement and \$400,000 Allen EDC Grant)

6.3 Phase 2

Celina Campus

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$5,078,807	\$3,997,944	\$3,965,585	\$3,231,560	99%	81%
Investigation, Testing & Verification	\$936,908	\$936,908	\$585,520	\$331,397	62%	57%
Construction, Equipment & Furnishings	\$46,569,862	\$48,962,700	\$44,707,523	\$34,202,546	91%	77%
Misc.	\$44,090	\$64,108	\$21,140	\$21,140	33%	100%
Contingency	\$2,482,596	\$1,150,602	\$0	\$0	0%	0%
Total Project Budget	\$55,112,263	\$55,112,263	\$49,279,768	\$37,786,643		
% of Total Project Budget Committed	89.42%					
% of Total Commitments Expended	76.68%					
% of Total Project Budget Expended	68.56%					

Farmersville Campus

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$2,539,404	\$2,185,319	\$2,171,319	\$1,887,989	99%	87%
Investigation, Testing & Verification	\$468,453	\$540,867	\$444,545	\$324,058	82%	73%
Construction, Equipment & Furnishings	\$23,284,932	\$25,522,188	\$25,265,024	\$18,904,671	99%	75%
Misc.	\$22,045	\$26,912	\$6,107	\$6,107	23%	100%
Contingency	\$1,241,298	\$230,847	\$0	\$0	0%	0%
Total Project Budget	\$27,556,132	\$28,506,132	\$27,886,994	\$21,122,825		
% of Total Project Budget Committed	97.83%					
% of Total Commitments Expended	75.74%					
% of Total Project Budget Expended	74.10%					

IT Center

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$5,472,853	\$4,861,184	\$4,826,382	\$3,701,716	99%	77%
Investigation, Testing & Verification	\$1,009,600	\$1,193,900	\$867,038	\$566,697	73%	65%
Construction, Equipment & Furnishings	\$50,183,042	\$46,223,400	\$41,424,638	\$25,793,397	90%	62%
Misc.	\$47,510	\$53,157	\$5,647	\$5,647	11%	100%
Contingency	\$2,675,210	\$4,837,753	\$0	\$0	0%	0%
Total Project Budget	\$59,388,215	\$57,169,393	\$47,123,705	\$30,067,458		
% of Total Project Budget Committed	82.43%					
% of Total Commitments Expended	63.81%					
% of Total Project Budget Expended	52.59%					

* Project Budget contains funds for Phase 3 (Loop Road and Parking Lot) at Frisco Campus

6.4 Phase 3

McKinney Campus (Welcome Center and Renovations)

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$4,370,860	\$4,413,320	\$4,384,351	\$2,611,156	99%	60%
Investigation, Testing & Verification	\$472,163	\$551,148	\$170,115	\$28,015	31%	16%
Construction, Equipment & Furnishings	\$30,179,816	\$38,342,104	\$10,822,441	\$20,200	28%	0%
Misc.	\$31,435	\$32,106	\$2,475	\$2,475	8%	100%
Contingency	\$2,833,454	\$3,190,917	\$0	\$0	0%	0%
Total Project Budget	\$37,887,728	\$46,529,595	\$15,379,382	\$2,661,847		
% of Total Project Budget Committed	33.05%					
% of Total Commitments Expended	17.31%					
% of Total Project Budget Expended	5.72%					

Frisco Campus (Addition and Renovations)

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$2,883,468	\$2,913,468	\$1,812,718	\$428,500	62%	24%
Investigation, Testing & Verification	\$347,015	\$347,015	\$34,361	\$1,718	10%	5%
Construction, Equipment & Furnishings	\$16,724,000	\$16,724,000	\$1,265,224	\$6,553	8%	1%
Misc.	\$70,820	\$77,177	\$8,161	\$8,161	11%	100%
Contingency	\$1,094,995	\$2,879,378	\$0	\$0	0%	0%
Total Project Budget	\$21,120,298	\$22,941,038	\$3,120,465	\$444,932		
% of Total Project Budget Committed	13.60%					
% of Total Commitments Expended	14.26%					
% of Total Project Budget Expended	1.94%					

Plano Campus (Additional Projects)

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Total Project Budget	\$0	\$2,177,541	\$0	\$0		
% of Total Project Budget Committed	0.00%					
% of Total Commitments Expended	0.00%					
% of Total Project Budget Expended	0.00%					

6.5 Phase A

Public Safety Training Center

Budget Group	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Construction Costs	\$31,068,022	\$31,068,022	\$31,068,022	100%	100%
Total Project Budget	\$31,068,022	\$31,068,022	\$31,068,022		

Trane Energy PACT

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Frisco Campus	\$9,725,336	\$9,725,336	\$9,725,336	\$8,897,063	100%	91%
Plano Campus	\$6,797,834	\$6,797,834	\$6,797,834	\$6,437,815	100%	95%
McKinney Campus	\$4,044,983	\$4,044,983	\$4,044,983	\$3,913,363	100%	97%
Courtyard Center	\$548,720	\$548,720	\$548,720	\$536,634	100%	98%
Collin Higher Education Center	\$720,659	\$720,659	\$720,659	\$693,453	100%	96%
Total Program Budget	\$21,837,531	\$21,837,531	\$21,837,531	\$20,478,328		
% of Total Project Budget Committed	100.00%					
% of Total Commitments Expended	93.78%					
% of Total Project Budget Expended	93.78%					

6.6 Additional Program Budgets

Program Level

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Building Fund Reimbursement	\$51,150,000	\$0	\$0	\$0	0%	0%
Program Wide Traffic Study	\$0	\$370,000	\$370,000	\$351,500	100%	95%
Program Contingency	\$39,393,094	\$1,011,890	\$0	\$0	0%	0%
Trane PACT Program Management		\$99,500	\$99,500	\$96,000	100%	96%
Bond Fees		\$9,500	\$9,500	\$9,500	100%	100%
District Wide Air Cleaning		\$2,259,999	\$2,259,999	\$680,469	100%	30%
District Wide Commissioning		\$100,000	\$19,850	\$17,500	20%	88%
Total Project Budget	\$90,543,094	\$3,850,889	\$2,758,849	\$1,154,969		

7. Completed Items

7.1 General Program

- AECOM issued the Monthly Program Report for December '20 to Collin College on January 7th
- AECOM conducted coordination meetings with the Executive Committee on January 11th and 18th

7.2 Procurement

- Bath Commissioning was issued a PO on January 20th for Construction Commissioning and Test and Balance Services for the new Welcome Center and Renovations at the McKinney Campus.

7.3 Design

- AECOM, Page Southerland Page, Inc., and Skanska USA Building, Inc. conducted Weekly Design Review meetings on January 6th, 13th, 20th, and 27th for the Frisco Campus
- AECOM held a Kitchen Layout Review meeting for Alumni Hall with Collin College and Page Southerland Page, Inc. on January 4th for the Frisco Campus
- Page Southerland Page, Inc. held a Bluebeam Page Turn meeting with AECOM and Skanska USA Building, Inc. on January 14th for the Frisco Campus

7.4 Pre-Construction

- Pre-Construction Activities are on-going for the Frisco Campus Renovations and McKinney Campus Welcome Center and Renovation projects

7.5 Construction

- Collin College, AECOM, Beck Architecture, LLC, and JT Vaughn Construction conducted Weekly OAC meetings on January 6th, 13th, 20th, and 27th for the Celina Campus
- Collin College, AECOM, Beck Architecture, LLC, and JE Dunn Construction conducted an OAC meeting on January 5th, 12th, 19th, and 26th for the IT Center at the Frisco Campus
- AECOM, RLK Engineering, and JE Dunn Construction conducted an OAC meeting on January 5th for the Parking Lot at the Frisco Campus

- [AECOM, RLK Engineering, Page Southerland Page, Inc. and Skanska USA Building, Inc.](#) conducted an OAC meeting on January 13th, 20th, and 27th for the Fire lane at the Frisco Campus
- [JE Dunn Construction](#) held an FF&E/IT Coordination meeting with Collin College, AECOM, and [Beck Architecture, LLC](#) on January 15th for the IT Center at the Frisco Campus

See Appendix A for Construction Progress Photos

7.6 Acceptance and Close-Out

- No Acceptance and Close-Out Phase Items have been completed at this time

8. Pending Items

8.1 General Program

- No General Program items are pending at this time

8.2 Procurement

- [Awaiting receipt of McKinney Campus Welcome Center and Renovations GMP #2 backup from Skanska USA Building, Inc.](#)

8.3 Design

- [PBK is working on the 100% Construction Documents for McKinney Campus Welcome Center](#)

8.4 Pre-Construction

- [Coordination with the City of Frisco on the permitting/zoning requirements for the work on the Frisco Campus](#)
- [Coordination with the City of McKinney on the permitting/zoning requirements for the Welcome Center at the McKinney Campus](#)

8.5 Construction

- [Punch list at the Technical Campus and Wylie Campus](#)

See Appendix A for Construction Progress Photos

8.6 Acceptance and Close-Out

- [Wylie and Technical Campuses achieved Substantial Completion and were accepted by the College in preparation for the Fall 2020 semester. Project close-out activities are on-going on both projects.](#)

Appendix A – Construction Progress Photos

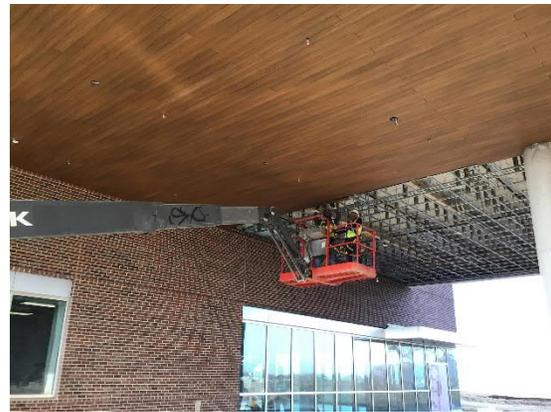
Celina Campus



January '21 Aerial



Roadway at West Entrance of Campus



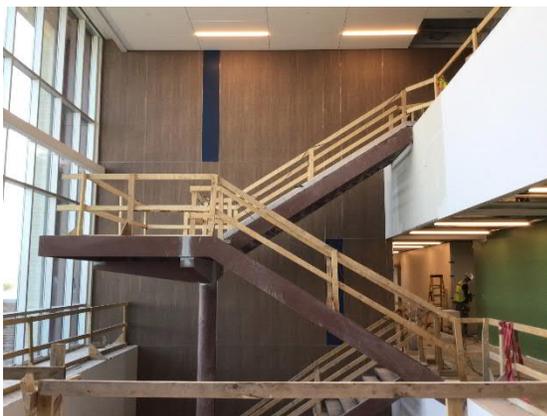
Installation of Exterior Wood Soffit



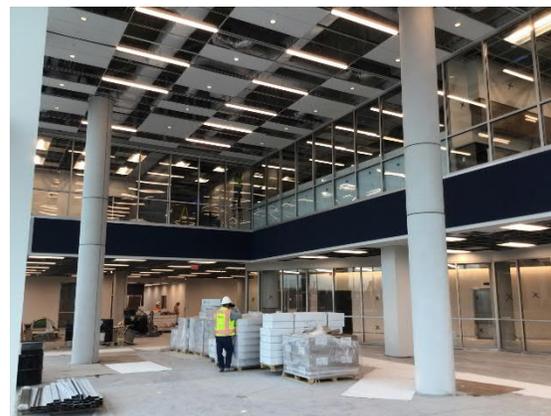
Science Lab Casework Installed



Testing Center



Wall Panel Install in South Building



Library

Farmersville Campus



January '21 Aerial



Main Entrance to Campus



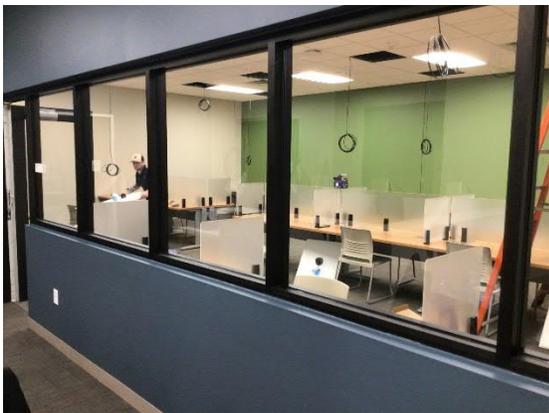
Lobby Area at Main Entrance



One-Stop Shop



Classroom Space



Testing Center



New Road Along West Entrance of Campus

IT Center at Frisco Campus



January '21 Aerial



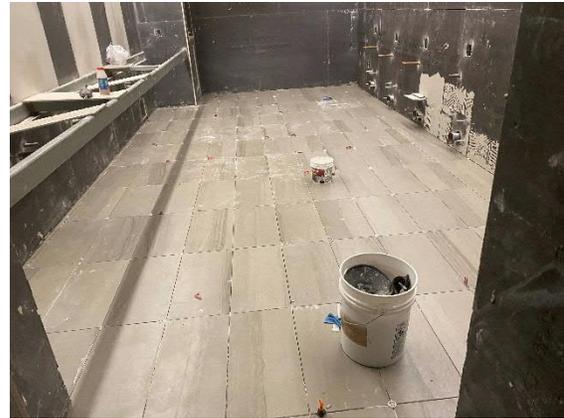
NW View of Building



Sidewalk at SE Corner of Building



Elevators Installed at SE End of Building



Tile Installed in Level 1 Men's Restroom



Thin Brick Installed at East Atrium Wall



North Curtain Wall

Firelane at Frisco Campus



8" Storm Pipe for Retaining Wall,
North of Alumni Hall



North to South View of Firelane,
Ready for Lime Stabilization

Welcome Center and Parking Lot at McKinney Campus



NW View of Fencing Installed for Construction



West View of Fencing Installed Along
Community Ave